



City Council Agenda

Monday, March 24, 2014

6:00 p.m.

City Council Chambers

(Times are Approximate – please note that items may be earlier or later than listed on the agenda)

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order: Willmus, Etten, McGehee, Laliberte, 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**
- 6:20 p.m. **6. Approve Minutes**
 - a. Approve Minutes of February 20, 2014 Special Council Meeting
 - b. Approve Minutes of February 24, 2014 Council Meeting
 - c. Approve Minutes of March 3, 2014 Council Meeting
 - d. Approve Minutes of March 10, 2014 Council Meeting
 - e. Approve Minutes of March 13, 2014 Council meeting
- 6:30 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. Approve Amendments to the 2013 Budget
 - e. Approve Metropolitan Council Environmental Services Clean Water Fund Grant Agreement No. SG2014-002 for the Sewer Lateral Grant Program
 - f. Request by Peak Investments, LLC, in conjunction with property owner Roseville Crossings, LLC, for approval of a temporary drive-through coffee kiosk as an interim use

at 2154 Lexington Avenue

- g. Request by University of Northwestern for Approval of Field Lighting for Renovated Outdoor Athletic Facilities as a Conditional Use at 3003 Snelling Avenue

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

9. General Ordinances for Adoption

6:45 p.m. a. Adopt an Ordinance amending Table 1004-5 of the Zoning Ordinance specific to the Medium Density Residential District

6:55 p.m. b. Adopt a Resolution Changing the Comprehensive Land Use Map designation; Adopt an Ordinance Amending Zoning Map Classification; 657, 661, 667, and 675 Cope Avenue, and 2325 and 2335 Dale Street and Regarding a Request by the Roseville Housing and Redevelopment Authority (RHRA) and the Greater Metropolitan Housing Corporation (GMHC)

10. Presentations

7:10 p.m. a. Receive and Approve the Recommended Pathway Master Plan Build-Out Plan from the Public Works, Environment and Transportation Commission

11. Public Hearings

7:35 p.m. a. Public Hearing to Consider Off-Sale 3.2% Malt Liquor License for Walmart Stores, Inc dba Walmart Store #3404 located at 1960 Twin Lakes Pkwy

12. Budget Items

13. Business Items (Action Items)

7:45 p.m. a. Approve/Deny an Off-Sale 3.2% Malt Liquor License for Walmart Stores, Inc dba Walmart Store #3404 located at 1960 Twin Lakes Pkwy

7:55 p.m. b. Finalize Draft Survey and Budget for Resident Community Survey

8:00 p.m. c. Appoint members to Ethics; Human Rights; Parks and Recreation; Public Works Environment and Transportation; Finance; and Community Engagement Commissions

14. Business Items – Presentations/Discussions

8:30 p.m. a. Discuss Winter Weather Impacts on Utility Service

Laterals

- 9:00 p.m. b. Discuss Updating City Code Chapter 311, Business Regulation, Pawn Brokers and Precious Metal Dealers
- 9:45 p.m. **15. City Manager Future Agenda Review**
- 9:50 p.m. **16. Councilmember Initiated Items for Future Meetings**
- 10:00 p.m. **17. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Mar 25	6:30 p.m.	Public Works, Environment & Transportation Commission
April			
Tuesday	Apr 1	6:30 p.m.	Parks & Recreation Commission
Wednesday	Apr 2	6:30 p.m.	Planning Commission
Monday	Apr 7	6:00 p.m.	City Council Meeting
Monday	Apr 14	6:00 p.m.	City Council Meeting
Tuesday	Apr 15	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Apr 16	6:30 p.m.	Human Rights Commission
Monday	Apr 21	6:00 p.m.	City Council Meeting
Tuesday	Apr 22	6:30 p.m.	Public Works, Environment & Transportation Commission

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

Date: March 24, 2014

Item: 6.a

Approve Feb. 20 Special
Council Meeting Minutes

Date: March 24, 2014

Item: 6.b

Approve February 24, 2014

Council Meeting Minutes

Date: March 24, 2014

Item: 6.c

Approve March 3, 2014

Council Meeting Minutes

Date: March 24, 2014

Item: 6.d

Approve March 10, 2014

Council Meeting Minutes

Date: March 24, 2014

Item: 6.e

Approve March 13, 2014

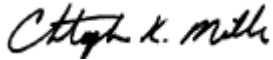
Special Council Meeting

Minutes

REQUEST FOR COUNCIL ACTION

Date: 3/24/2014
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	\$945,197.03
73051-73179	\$471,453.36
Total	\$1,416,650.39

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director
Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
Printed: 3/19/2014 - 10:22 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73153	03/13/2014	Central Svcs Equip Revolving	Rental - Copier Machines	Konica Minolta	Copier Lease	3,379.77
Rental - Copier Machines Total:						3,379.77
Fund Total:						3,379.77
0	03/18/2014	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	6.89
0	03/05/2014	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	6.88
Federal Income Tax Total:						13.77
0	03/18/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	6.67
0	03/18/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	1.56
0	03/05/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	6.67
0	03/05/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	1.57
FICA Employee Ded. Total:						16.47
0	03/18/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	6.67
0	03/18/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	1.56
0	03/05/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	6.67
0	03/05/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	1.57
FICA Employers Share Total:						16.47
0	03/18/2014	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	0.99
0	03/05/2014	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	0.99
MN State Retirement Total:						1.98
0	03/18/2014	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	6.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/05/2014	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	6.19
PERA Employee Ded Total:						12.38
0	03/18/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	6.19
0	03/18/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	0.99
0	03/05/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	0.99
0	03/05/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	6.19
PERA Employer Share Total:						14.36
73173	03/13/2014	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Midway Speedskating-Jan Bingo	2,381.40
73173	03/13/2014	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Roseville Youth Hockey-Jan Bingo	2,143.26
Professional Services - Bingo Total:						4,524.66
0	03/18/2014	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	4.11
0	03/05/2014	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	4.12
State Income Tax Total:						8.23
Fund Total:						4,608.32
73087	03/06/2014	Community Development	Advertising	MN Chapter APA	Job Listing	25.00
Advertising Total:						25.00
73146	03/13/2014	Community Development	Building Surcharge	Eco Water Systems	Plumbing Permit Refund	5.00
73160	03/13/2014	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges	2,707.12
Building Surcharge Total:						2,712.12
73058	03/06/2014	Community Development	Computer Equipment	CDW Government, Inc.	Laptop Truck Mount	384.73
Computer Equipment Total:						384.73
0	03/06/2014	Community Development	Conferences	Economic Dev. Asso MN-CC	Winter Conference-Trudgeon	200.00
Conferences Total:						200.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/04/2014	Community Development	Credit Card Service Fees	US Bank-Non Bank	January Terminal Charges	466.22
Credit Card Service Fees Total:						466.22
0	03/13/2014	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-Feb 2014	2,636.20
Electrical Inspections Total:						2,636.20
0	03/18/2014	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	4,112.50
0	03/05/2014	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	4,101.40
Federal Income Tax Total:						8,213.90
0	03/18/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	473.84
0	03/18/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	2,026.09
0	03/05/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,989.83
0	03/05/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	465.36
FICA Employee Ded. Total:						4,955.12
0	03/18/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	2,026.09
0	03/18/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	473.84
0	03/05/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	465.36
0	03/05/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,989.83
FICA Employers Share Total:						4,955.12
73074	03/06/2014	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	370.00
HRA Employer Total:						370.00
73093	03/06/2014	Community Development	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	50.00
HSA Employee Total:						50.00
73093	03/06/2014	Community Development	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	680.00
HSA Employer Total:						680.00
0	03/06/2014	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2014 ICMA Defe	385.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
ICMA Def Comp Total:						385.00
73113	03/06/2014	Community Development	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	227.70
Life Ins. Employee Total:						227.70
73113	03/06/2014	Community Development	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	88.90
Life Ins. Employer Total:						88.90
73113	03/06/2014	Community Development	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	183.58
Long Term Disability Total:						183.58
73091	03/06/2014	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	451.56
Medical Ins Employee Total:						451.56
73091	03/06/2014	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	3,891.09
Medical Ins Employer Total:						3,891.09
73160	03/13/2014	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-Retention	-54.14
Miscellaneous Revenue Total:						-54.14
0	03/18/2014	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Employment	301.02
0	03/05/2014	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Employment	300.64
MN State Retirement Total:						601.66
0	03/18/2014	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP Def Comp	670.00
0	03/05/2014	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP Def Comp	670.00
MNDCP Def Comp Total:						1,340.00
0	03/18/2014	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Employee Ded	2,010.90
0	03/05/2014	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Employee Ded	2,008.54

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employee Ded Total:						4,019.44
0	03/18/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	321.73
0	03/18/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	2,010.90
0	03/05/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	2,008.54
0	03/05/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	321.35
PERA Employer Share Total:						4,662.52
73146	03/13/2014	Community Development	Plumbing Permits	Eco Water Systems	Plumbing Permit Refund	54.40
Plumbing Permits Total:						54.40
73052	03/06/2014	Community Development	Professional Services	All Seasons Maintenance Services	Cleared Snow from 1585 Cty Road C	250.00
73155	03/13/2014	Community Development	Professional Services	Lillie Suburban Newspaper Inc	Notices	22.88
73081	03/06/2014	Community Development	Professional Services	Scott McKown	Plan Review for AutoZone	682.50
0	03/12/2014	Community Development	Professional Services	Vroman Systems- CC	Rental Registration, Home & Garden	25.48
Professional Services Total:						980.86
0	03/18/2014	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	1,572.36
0	03/05/2014	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	1,560.42
State Income Tax Total:						3,132.78
73109	03/06/2014	Community Development	Telephone	Sprint	Cell Phones	124.98
73116	03/06/2014	Community Development	Telephone	T Mobile	Cell Phones-Acct: 876644423	32.79
Telephone Total:						157.77
0	03/06/2014	Community Development	Training	International Code Council-CC	Code/Inspections Training	1,120.00
Training Total:						1,120.00
0	03/04/2014	Community Development	Vehicles / Equipment	City of Roseville License Center-No	Licensing Fees	1,053.06
Vehicles / Equipment Total:						1,053.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						47,944.59
0	03/18/2014	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	518.43
0	03/05/2014	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	518.43
Federal Income Tax Total:						1,036.86
0	03/18/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	204.96
0	03/18/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	47.93
0	03/05/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	204.96
0	03/05/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	47.93
FICA Employee Ded. Total:						505.78
0	03/18/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	204.96
0	03/18/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	47.93
0	03/05/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	47.93
0	03/05/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	204.96
FICA Employers Share Total:						505.78
73093	03/06/2014	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	200.00
HSA Employer Total:						200.00
73113	03/06/2014	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	8.08
Life Ins. Employer Total:						8.08
73113	03/06/2014	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	19.68
Long Term Disability Total:						19.68
73091	03/06/2014	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium-March 20	365.19
Medical Ins Employer Total:						365.19
0	03/18/2014	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	32.68
0	03/05/2014	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	32.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						65.36
0	03/18/2014	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	204.25
0	03/05/2014	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	204.25
PERA Employee Ded Total:						408.50
0	03/18/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	32.68
0	03/18/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	204.25
0	03/05/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	32.68
0	03/05/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	204.25
PERA Employer Share Total:						473.86
0	03/18/2014	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	175.00
0	03/05/2014	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	175.00
State Income Tax Total:						350.00
Fund Total:						3,939.09
73053	03/06/2014	East Metro SWAT	Professional Services	American Messaging	Interpreter Service	370.24
Professional Services Total:						370.24
Fund Total:						370.24
0	03/06/2014	Fire Station 2011	Furniture and Fixtures	Fastsigns-CC	Foam PVC	2,071.00
Furniture and Fixtures Total:						2,071.00
73125	03/11/2014	Fire Station 2011	Professional Services	Crossroad Construction, Inc	Firestation	2,135.01
73125	03/11/2014	Fire Station 2011	Professional Services	Crossroad Construction, Inc	Firestation	9,895.05
73126	03/11/2014	Fire Station 2011	Professional Services	Kendell Doors & Hardware Inc	Firestation Final Payment	4,897.55
73128	03/11/2014	Fire Station 2011	Professional Services	NAC Mechanical & Electrical Servic	Firestation Final Payment	38,975.35
73129	03/11/2014	Fire Station 2011	Professional Services	Northern Glass & Glazing, Inc	Firestation Final Payment	8,530.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						64,433.21
Fund Total:						66,504.21
0	03/04/2014	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	226.98
209000 - Sales Tax Payable Total:						226.98
0	03/06/2014	General Fund	209001 - Use Tax Payable	Adam's Pest Control Inc	Sales/Use Tax	-0.10
0	03/04/2014	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	241.79
0	03/06/2014	General Fund	209001 - Use Tax Payable	Pro San-CC	Sales/Use Tax	-0.12
209001 - Use Tax Payable Total:						241.57
0	03/13/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	930.52
0	03/06/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	439.12
0	03/13/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	244.31
0	03/06/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	108.47
211402 - Flex Spending Health Total:						1,722.42
0	03/06/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	725.00
0	03/06/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	286.80
0	03/06/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	03/06/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	880.00
0	03/06/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
211403 - Flex Spend Day Care Total:						2,468.73
73155	03/13/2014	General Fund	Advertising	Lillie Suburban Newspaper Inc	Notices	130.94
Advertising Total:						130.94
73139	03/13/2014	General Fund	Clothing	Aspen Mills Inc.	Boots	106.95
73061	03/06/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.15
73061	03/06/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.15
Clothing Total:						163.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/06/2014	General Fund	Conferences	MN Juvenile Officers-CC	Annual Conference-Pitzl	185.00
0	03/12/2014	General Fund	Conferences	U of M CCE-CC	Shade Tree Course	180.00
Conferences Total:						365.00
0	03/06/2014	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Service Set Up	100.10
73079	03/06/2014	General Fund	Contract Maint. - City Hall	Linn Building Maintenance	Ceramic Tile Cleaning	120.00
Contract Maint. - City Hall Total:						220.10
73090	03/06/2014	General Fund	Contract Maintenance	Nardini Fire Equipment Co, Inc	Fire Ext. Service	411.25
73096	03/06/2014	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-Feb 2014	209.04
73122	03/06/2014	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	373.39
Contract Maintenance Total:						993.68
0	03/06/2014	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	77.91
0	03/06/2014	General Fund	Contract Maintenance Vehicles	Total Tool	Annual Crane & Hoist Inspection	175.00
Contract Maintenance Vehicles Total:						252.91
73091	03/06/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium-March 20	885.57
73091	03/06/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium-March 20	905.57
Employer Insurance Total:						1,791.14
0	03/18/2014	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	29,439.53
0	03/05/2014	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	30,846.29
Federal Income Tax Total:						60,285.82
0	03/18/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	6,963.40
0	03/18/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	3,915.05
0	03/05/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	6,947.74
0	03/05/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	3,969.44
FICA Employee Ded. Total:						21,795.63
0	03/18/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	6,963.40
0	03/18/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	3,915.05
0	03/05/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	3,969.44

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/05/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	6,947.74
					FICA Employers Share Total:	21,795.63
73074	03/06/2014	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	3,146.32
					HRA Employer Total:	3,146.32
73093	03/06/2014	General Fund	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	2,111.10
					HSA Employee Total:	2,111.10
73093	03/06/2014	General Fund	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	7,198.02
					HSA Employer Total:	7,198.02
0	03/06/2014	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.03.2014 ICMA Defe	2,879.88
					ICMA Def Comp Total:	2,879.88
73113	03/06/2014	General Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	1,668.67
					Life Ins. Employee Total:	1,668.67
73113	03/06/2014	General Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	668.12
					Life Ins. Employer Total:	668.12
73113	03/06/2014	General Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	1,359.26
					Long Term Disability Total:	1,359.26
73091	03/06/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	6,709.78
73091	03/06/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	5,506.54
					Medical Ins Employee Total:	12,216.32
73091	03/06/2014	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	39,373.50
					Medical Ins Employer Total:	39,373.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/06/2014	General Fund	Memberships & Subscriptions	FBI National Academy-CC	Annual Dues	85.00
0	03/06/2014	General Fund	Memberships & Subscriptions	IACP- CC	Annual Dues	120.00
73083	03/06/2014	General Fund	Memberships & Subscriptions	Metro Chief Fire Officers Assn.	Membership Dues-2014	300.00
0	03/12/2014	General Fund	Memberships & Subscriptions	MN GFOA-CC	Membership Dues-G. Smith	60.00
73164	03/13/2014	General Fund	Memberships & Subscriptions	NFPA	Membership Dues	165.00
0	03/06/2014	General Fund	Memberships & Subscriptions	PayPal-CC	IAPE Annual Membership	50.00
73097	03/06/2014	General Fund	Memberships & Subscriptions	Ramsey Cty Chief of Police Assn.	Annual Dues	225.00
0	03/12/2014	General Fund	Memberships & Subscriptions	Safe Kids Worldwide-CC	Car Seat Technician Recertification	50.00
73174	03/13/2014	General Fund	Memberships & Subscriptions	SHRM	Membership Renewal-Bacon ID: 007	185.00
73117	03/06/2014	General Fund	Memberships & Subscriptions	Thomson Reuters	Criminal Law Subscription	572.05
Memberships & Subscriptions Total:						1,812.05
0	03/06/2014	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.03.2014 Minnesota B	267.55
Minnesota Benefit Ded Total:						267.55
73051	03/06/2014	General Fund	Miscellaneous	AE Sign Systems, Inc.	Name Plate	33.68
73051	03/06/2014	General Fund	Miscellaneous	AE Sign Systems, Inc.	Name Plate	33.68
0	03/12/2014	General Fund	Miscellaneous	La Casita-CC	Luncheon Meeting-Trudgeon	10.06
Miscellaneous Total:						77.42
0	03/18/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emp H	19,117.23
0	03/18/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	2,714.21
0	03/05/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	2,787.56
0	03/05/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 77777.02.2014 Post Emp H	-1,660.14
MN State Retirement Total:						22,958.86
0	03/18/2014	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	7,027.97
0	03/05/2014	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	6,978.48
MNDCP Def Comp Total:						14,006.45
0	03/04/2014	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	January Fuel Tax	682.58
0	03/13/2014	General Fund	Motor Fuel	Yocum Oil	2014 Blanket PO for Fuel - 2014 Stat	11,517.81
Motor Fuel Total:						12,200.39
73063	03/06/2014	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transaction Fees-Jan 2014	1,584.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Non Business Licenses - Pawn Total:						1,584.00
0	03/06/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	31.15
0	03/06/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	6.22
0	03/12/2014	General Fund	Office Supplies	Zerbee-CC	Office Supplies	36.71
0	03/06/2014	General Fund	Office Supplies	Zerbee-CC	Coffee Supplies	2.41
Office Supplies Total:						76.49
0	03/06/2014	General Fund	Op Supplies - City Hall	Pro San-CC	Cleaning Supplies	124.44
0	03/12/2014	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-CC	Kitchen Supplies	14.98
0	03/06/2014	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-CC	Padlock, Picture Hangers	28.77
Op Supplies - City Hall Total:						168.19
0	03/12/2014	General Fund	Operating Supplies	Airgas-CC	Tubular Wire	27.95
0	03/12/2014	General Fund	Operating Supplies	Amazon.com- CC	Helmet Strap	5.31
0	03/12/2014	General Fund	Operating Supplies	Amazon.com- CC	Use of Force Supplies	144.02
0	03/12/2014	General Fund	Operating Supplies	Amazon.com- CC	Crime Scene Supplies	33.75
0	03/12/2014	General Fund	Operating Supplies	Amazon.com- CC	Digital Scale	24.98
0	03/06/2014	General Fund	Operating Supplies	Amazon.com- CC	Helmet Strap, Tactical Flashlight	52.27
0	03/06/2014	General Fund	Operating Supplies	Amazon.com- CC	Investigation Supplies	95.76
0	03/06/2014	General Fund	Operating Supplies	Amazon.com- CC	Crime Scene Supplies	118.46
0	03/06/2014	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	363.86
0	03/12/2014	General Fund	Operating Supplies	Brueggers Bagels- CC	Interviewing Supplies	64.21
0	03/06/2014	General Fund	Operating Supplies	Brueggers Bagels- CC	Interview Supplies	92.19
0	03/12/2014	General Fund	Operating Supplies	Byerly's- CC	Interviewing Supplies	16.47
0	03/12/2014	General Fund	Operating Supplies	Byerly's- CC	Interviewing Supplies	10.03
0	03/06/2014	General Fund	Operating Supplies	Byerly's- CC	Interview Supplies	60.42
0	03/12/2014	General Fund	Operating Supplies	Caribou Coffee- CC	Interviewing Supplies	38.52
0	03/06/2014	General Fund	Operating Supplies	Caribou Coffee- CC	Interview Supplies	12.84
73060	03/06/2014	General Fund	Operating Supplies	CES Imaging	Toner, Paper	309.45
73060	03/06/2014	General Fund	Operating Supplies	CES Imaging	20LB Bond	14.95
0	03/12/2014	General Fund	Operating Supplies	Chianti Grill-CC	Interviewing Supplies	53.52
0	03/06/2014	General Fund	Operating Supplies	City of St. Paul	Paper	422.50
0	03/06/2014	General Fund	Operating Supplies	Evident Inc-CC	Inventory Supplies	130.00
0	03/12/2014	General Fund	Operating Supplies	GFOA- CC	Government Finance & Budgeting Gt	329.35
0	03/13/2014	General Fund	Operating Supplies	Grainger Inc	Washers	33.66
0	03/06/2014	General Fund	Operating Supplies	Grainger-CC	Banjo Screens	70.65
0	03/06/2014	General Fund	Operating Supplies	Green Mill- CC	Interview Supplies	79.24
0	03/06/2014	General Fund	Operating Supplies	Honey Baked Ham-CC	Interview Supplies	56.71
73076	03/06/2014	General Fund	Operating Supplies	Keeps Inc	Flex-Cuff Restraints, Transport Hood	27.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/12/2014	General Fund	Operating Supplies	Kisco Sales-CC	Spinweld Valve	90.19
0	03/12/2014	General Fund	Operating Supplies	Little Caesars-CC	Recognition Supplies	49.28
0	03/06/2014	General Fund	Operating Supplies	Mavericks-CC	Intervieww Supplies	32.14
0	03/12/2014	General Fund	Operating Supplies	Menards-CC	Mailbox Supplies	249.80
0	03/12/2014	General Fund	Operating Supplies	Menards-CC	Welding Supplies, Sawblade, Wire	208.71
0	03/06/2014	General Fund	Operating Supplies	Office Depot- CC	Office Supplies	10.70
0	03/12/2014	General Fund	Operating Supplies	Panera Bread-CC	Interviewing Supplies	68.16
0	03/06/2014	General Fund	Operating Supplies	Panera Bread-CC	Interview Supplies	68.23
73166	03/13/2014	General Fund	Operating Supplies	Plaisted Co	600 Tons Safety Grit for WInter Ice C	2,055.88
73166	03/13/2014	General Fund	Operating Supplies	Plaisted Co	600 Tons Safety Grit for WInter Ice C	303.51
73168	03/13/2014	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, Monthly Software	275.40
0	03/12/2014	General Fund	Operating Supplies	S & T Office Products-CC	Office Supplies	33.84
0	03/06/2014	General Fund	Operating Supplies	S & T Office Products-CC	Office Supplies	6.15
0	03/12/2014	General Fund	Operating Supplies	Sirchie Finger Print-CC	Investigation Supplies	36.00
73176	03/13/2014	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Road Salt	769.65
73176	03/13/2014	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Road Salt	852.60
73108	03/06/2014	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Road Salt	1,521.45
0	03/12/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Self-Drill	8.88
0	03/12/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Building Supplies	4.07
0	03/06/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	52.40
0	03/06/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Patrol Operation Supplies	16.58
0	03/12/2014	General Fund	Operating Supplies	Target- CC	Coffee Maker, Luggage	134.98
0	03/06/2014	General Fund	Operating Supplies	Target- CC	Patrol Operation Supplies	55.41
73120	03/06/2014	General Fund	Operating Supplies	Truck Utilities, Inc.	Truck Supplies	205.00
0	03/12/2014	General Fund	Operating Supplies	Uline-CC	Investigation Operations	135.61
0	03/06/2014	General Fund	Operating Supplies	Walgreens-CC	Patrol Operations Supplies	5.96
0	03/12/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	57.44
0	03/06/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	96.71
Operating Supplies Total:						10,093.78
0	03/18/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	22,501.63
0	03/05/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	22,965.39
0	03/05/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 PERA Catcl	52.49
PERA Employee Ded Total:						45,519.51
0	03/18/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	919.31
0	03/18/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	30,845.59
0	03/05/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 PERA Empl	78.73
0	03/05/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	31,478.77
0	03/05/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	950.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						64,272.62
0	03/04/2014	General Fund	Postage	Pitney Bowes - Non Bank	Feburary Postage	3,000.00
Postage Total:						3,000.00
73130	03/11/2014	General Fund	Professional Services	Anne Bensen	HRC Essay Contest Winner	20.00
73131	03/11/2014	General Fund	Professional Services	Teague Bogenholm	HRC Essay Contest Winner	20.00
73132	03/11/2014	General Fund	Professional Services	Hannah Bruns	HRC Essay Contest Winner	20.00
73133	03/11/2014	General Fund	Professional Services	Ashley Chavez	HRC Essay Contest Winner	70.00
0	03/06/2014	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Services	12,515.00
73148	03/13/2014	General Fund	Professional Services	Gary L. Fischler & Assoc., Inc	Leadership & Management Assessme	1,990.00
73150	03/13/2014	General Fund	Professional Services	Hydromethods, LLC	Autozone Development Review	280.00
73134	03/11/2014	General Fund	Professional Services	Isabel Lieb	HRC Essay Contest Winner	20.00
73084	03/06/2014	General Fund	Professional Services	Metropolitan Courier Corp.	Courier Service-Feb 2014	753.00
73135	03/11/2014	General Fund	Professional Services	Katie Nguyen	HRC Essay Contest Winner	20.00
73136	03/11/2014	General Fund	Professional Services	Olivia Ogwangi	HRC Essay Contest Winner	35.00
0	03/06/2014	General Fund	Professional Services	Greg Peterson	Shipping Cost Reimbursement	122.62
73170	03/13/2014	General Fund	Professional Services	Ramsey County	Election Quarterly Payment	13,437.50
73137	03/11/2014	General Fund	Professional Services	Elijah Sailer-Haugland	HRC Essay Contest Winner	100.00
73138	03/11/2014	General Fund	Professional Services	Ailsa Schmidt	HRC Essay Contest Winner	70.00
73111	03/06/2014	General Fund	Professional Services	St. Paul Eye Clinic, PA	Comprehensive Eye Exam-Sturm	280.00
73178	03/13/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	150.00
73115	03/06/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	400.00
73115	03/06/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
0	03/12/2014	General Fund	Professional Services	Survey Monkey.com-CC	Monthly Plan	24.00
73118	03/06/2014	General Fund	Professional Services	Time Saver Off Site Secretarial	Human Rights Commission Meeting 1	208.50
Professional Services Total:						30,540.49
0	03/18/2014	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	12,085.96
0	03/05/2014	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	12,568.86
State Income Tax Total:						24,654.82
0	03/12/2014	General Fund	Telephone	Sprint- CC	Cell Phones	67.24
0	03/12/2014	General Fund	Telephone	Sprint- CC	Cell Phones	78.00
0	03/12/2014	General Fund	Telephone	Sprint- CC	Cell Phones	108.50
73109	03/06/2014	General Fund	Telephone	Sprint	Cell Phones	41.09
73109	03/06/2014	General Fund	Telephone	Sprint	Cell Phones	161.59
73109	03/06/2014	General Fund	Telephone	Sprint	Cell Phones	19.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73109	03/06/2014	General Fund	Telephone	Sprint	Cell Phones	275.55
73116	03/06/2014	General Fund	Telephone	T Mobile	Cell Phones-Acct: 771707201	39.99
73116	03/06/2014	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	282.27
73116	03/06/2014	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	318.74
73116	03/06/2014	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	53.73
73116	03/06/2014	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	124.49
Telephone Total:						1,570.75
0	03/06/2014	General Fund	Training	AIAFS-CC	Child Abduction Training-Neumann	140.00
0	03/06/2014	General Fund	Training	Armament Systems-CC	Taser Training	119.84
0	03/12/2014	General Fund	Training	Atom Training-CC	Leadership Conference-Rosand	225.00
0	03/06/2014	General Fund	Training	Atom Training-CC	Hostage Negotiations Training-Reski,	375.00
73124	03/06/2014	General Fund	Training	ATOM	ATOM FTO School	850.00
0	03/12/2014	General Fund	Training	Brueggers Bagels- CC	No Receipt-G. Peterson	13.99
0	03/12/2014	General Fund	Training	Byerly's- CC	Training Supplies	51.44
0	03/06/2014	General Fund	Training	Delta Air-CC	Training Transportation	1,080.00
0	03/12/2014	General Fund	Training	FDIC-CC	Conference Registration	550.00
0	03/06/2014	General Fund	Training	GTS Educational-CC	Homeland Security Emergency Traini	325.00
0	03/12/2014	General Fund	Training	Home Depot- CC	Use of Force Supplies	253.26
0	03/06/2014	General Fund	Training	L & R Manufacturing-CC	Use of Force Supplies	243.25
0	03/06/2014	General Fund	Training	Lifeline Training-CC	Force Incident Training-Lowther	129.00
0	03/12/2014	General Fund	Training	Mn Erosion Control-CC	Conference Registration	350.00
0	03/12/2014	General Fund	Training	MN GFOA-CC	Monthly Meeting-Davitt	15.00
0	03/12/2014	General Fund	Training	MN GFOA-CC	MNGFOA Monthly Meeting-Miller	15.00
73127	03/11/2014	General Fund	Training	MN State Fire Marshal Division	Conference-John Loftus	100.00
73127	03/11/2014	General Fund	Training	MN State Fire Marshal Division	Conference-Sam Baker	100.00
73107	03/06/2014	General Fund	Training	South Metro Public Saftey Training	Use of Force Instructor Training	595.00
73110	03/06/2014	General Fund	Training	St. Cloud State University	Law Enforcement Executive Develop	395.00
73112	03/06/2014	General Fund	Training	St. Paul Police Dept-PDI	SWAT Class-Mooney	798.00
0	03/12/2014	General Fund	Training	Uline-CC	Use of Force Supplies	207.48
0	03/12/2014	General Fund	Training	Uline-CC	Credit	-13.35
0	03/12/2014	General Fund	Training	Uline-CC	Use of Force Supplies	53.00
Training Total:						6,970.91
0	03/06/2014	General Fund	Union Dues Deduction	LELS	PR Batch 00001.03.2014 Lels Union	1,587.72
73080	03/06/2014	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Union	196.50
0	03/06/2014	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.03.2014 Local 320 U	463.00
Union Dues Deduction Total:						2,247.22
73054	03/06/2014	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	138.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73054	03/06/2014	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	102.50
0	03/06/2014	General Fund	Vehicle Supplies	Boyer Trucks Inc	2014 Blanket PO For Vehicle Repairs	101.41
0	03/06/2014	General Fund	Vehicle Supplies	Clazzio-CC	Vehicle Supplies	450.88
73144	03/13/2014	General Fund	Vehicle Supplies	Crysteel Truck Equipment, Inc.	2014 Blanket PO For Vehicle Repairs	778.05
73147	03/13/2014	General Fund	Vehicle Supplies	EMP	Medical Supplies	663.97
73147	03/13/2014	General Fund	Vehicle Supplies	EMP	Medical Supplies	86.98
0	03/13/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	6.40
0	03/13/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	4.59
0	03/06/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	307.45
0	03/06/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	15.64
0	03/06/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	239.74
0	03/06/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	22.76
0	03/06/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	76.99
0	03/13/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	28.53
0	03/13/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	84.89
0	03/06/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	202.52
0	03/06/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	139.70
0	03/06/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	40.40
0	03/06/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	60.89
0	03/06/2014	General Fund	Vehicle Supplies	Force America, Inc.	Flow Compensator	60.34
0	03/12/2014	General Fund	Vehicle Supplies	Gershel Brothers-CC	Use of Force Supplies	51.28
0	03/06/2014	General Fund	Vehicle Supplies	Gunsafes-CC	Gun Vault	129.95
0	03/13/2014	General Fund	Vehicle Supplies	Kath Fuel Oil Service, Inc.	2014 Blanket PO For Vehicle Repairs	630.95
0	03/06/2014	General Fund	Vehicle Supplies	Midway Ford Co	2014 Blanket PO For Vehicle Repairs	170.14
0	03/13/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	7.49
0	03/13/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	17.98
0	03/13/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	42.19
0	03/06/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	13.57
0	03/06/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	37.48
0	03/12/2014	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Tools	63.00
0	03/06/2014	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Vehicle Parts	126.00
73172	03/13/2014	General Fund	Vehicle Supplies	Scharber & Sons	Wiper Blades	80.03
0	03/12/2014	General Fund	Vehicle Supplies	Suburban Ace Hardware-CC	Keys	7.05
0	03/12/2014	General Fund	Vehicle Supplies	Suburban Ace Hardware-CC	Use of Force Supplies	8.58
0	03/06/2014	General Fund	Vehicle Supplies	Suburban Ace Hardware-CC	Hose	7.16
0	03/06/2014	General Fund	Vehicle Supplies	Suburban Ace Hardware-CC	Patrol Vehicle Supplies	3.52
0	03/12/2014	General Fund	Vehicle Supplies	Target- CC	Use of Force Supplies	14.94
73120	03/06/2014	General Fund	Vehicle Supplies	Truck Utilities, Inc.	Truck Supplies	291.06
73120	03/06/2014	General Fund	Vehicle Supplies	Truck Utilities, Inc.	Truck Supplies	350.00
0	03/13/2014	General Fund	Vehicle Supplies	Ziegler Inc	Vehicle Repair-Credit	-992.51
0	03/13/2014	General Fund	Vehicle Supplies	Ziegler Inc	Vehicle Repair	1,374.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Vehicle Supplies Total:	6,047.36
					Fund Total:	431,143.85
73092	03/06/2014	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	122.15
					K-9 Supplies Total:	122.15
					Fund Total:	122.15
73145	03/13/2014	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	46.11
					Advertising Total:	46.11
73163	03/13/2014	Golf Course	Contract Maintenance	Nardini Fire Equipment Co, Inc	Service Call, Restaurant Inspection	128.03
0	03/06/2014	Golf Course	Contract Maintenance	Nitti Sanitation Inc.	Extra Pickup	37.04
					Contract Maintenance Total:	165.07
0	03/04/2014	Golf Course	Credit Card Fees	US Bank-Non Bank	January Terminal Charges	45.99
					Credit Card Fees Total:	45.99
0	03/18/2014	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	485.62
0	03/05/2014	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	488.15
					Federal Income Tax Total:	973.77
0	03/18/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	74.12
0	03/18/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	316.97
0	03/05/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	318.80
0	03/05/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	74.55
					FICA Employee Ded. Total:	784.44
0	03/18/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	316.97
0	03/18/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	74.12
0	03/05/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	318.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/05/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	74.55
					FICA Employers Share Total:	784.44
73074	03/06/2014	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Emplc	70.00
					HRA Employer Total:	70.00
73093	03/06/2014	Golf Course	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Emplc	76.92
					HSA Employee Total:	76.92
73093	03/06/2014	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	170.00
					HSA Employer Total:	170.00
0	03/06/2014	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.03.2014 ICMA Defe	50.00
					ICMA Def Comp Total:	50.00
73113	03/06/2014	Golf Course	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	73.48
					Life Ins. Employee Total:	73.48
73113	03/06/2014	Golf Course	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	8.08
					Life Ins. Employer Total:	8.08
73113	03/06/2014	Golf Course	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	20.52
					Long Term Disability Total:	20.52
73091	03/06/2014	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	717.40
					Medical Ins Employee Total:	717.40
73091	03/06/2014	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	1,374.00
					Medical Ins Employer Total:	1,374.00
73085	03/06/2014	Golf Course	Memberships & Subscriptions	MGCSA	2014 Membership Dues	140.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Memberships & Subscriptions Total:						140.00
0	03/18/2014	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	56.45
0	03/05/2014	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	56.45
MN State Retirement Total:						112.90
0	03/06/2014	Golf Course	Operating Supplies	Menards-CC	Club House Light Bulbs	46.00
0	03/12/2014	Golf Course	Operating Supplies	MN DNR-CC	Water Permit Fees	140.00
Operating Supplies Total:						186.00
0	03/18/2014	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	358.75
0	03/05/2014	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	360.04
PERA Employee Ded Total:						718.79
0	03/18/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	358.75
0	03/18/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	57.40
0	03/05/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	57.60
0	03/05/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	360.04
PERA Employer Share Total:						833.79
0	03/18/2014	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	245.39
0	03/05/2014	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	246.69
State Income Tax Total:						492.08
0	03/04/2014	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	28.86
State Sales Tax Payable Total:						28.86
73116	03/06/2014	Golf Course	Telephone	T Mobile	Cell Phones-Acct: 876644423	61.82
Telephone Total:						61.82
0	03/04/2014	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	19.37

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Use Tax Payable Total:						19.37
Fund Total:						7,953.83
73078	03/06/2014	Housing & Redevelopment Agency	Advertising	Lillie Suburban Newspaper Inc	Acct: 6516 Home & Garden Fair Adv	598.00
Advertising Total:						598.00
0	03/06/2014	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	15.99
Miscellaneous Total:						15.99
0	03/12/2014	Housing & Redevelopment Agency	Operating Supplies	OnlineLabels-CC	Laser Labels	72.93
0	03/12/2014	Housing & Redevelopment Agency	Operating Supplies	Smartpress-CC	Green Award Poster, Living Smarter I	281.82
Operating Supplies Total:						354.75
0	03/12/2014	Housing & Redevelopment Agency	Professional Services	Vroman Systems- CC	Rental Registration, Home & Garden	24.47
Professional Services Total:						24.47
73171	03/13/2014	Housing & Redevelopment Agency	Rental	Roseville Area Schools	Living Smarter Fair Event Fees	1,137.50
Rental Total:						1,137.50
0	03/06/2014	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	31.92
0	03/06/2014	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Expenses Reimbursement	10.00
Transportation Total:						41.92
Fund Total:						2,172.63
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.01
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	661.01
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	661.01
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.01
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.01
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73069	03/06/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.01
Computer Equipment Total:						4,632.07
0	03/06/2014	Information Technology	Contract Maintenance	McAfee, Inc-CC	Web & Email Protection-Jan 2014	880.00
Contract Maintenance Total:						880.00
0	03/18/2014	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	4,000.96
0	03/05/2014	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	3,571.95
Federal Income Tax Total:						7,572.91
0	03/18/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	2,027.34
0	03/18/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	474.13
0	03/05/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,910.43
0	03/05/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	446.78
FICA Employee Ded. Total:						4,858.68
0	03/18/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	2,027.34
0	03/18/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	474.13
0	03/05/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	446.78
0	03/05/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,910.43
FICA Employers Share Total:						4,858.68
73074	03/06/2014	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	650.00
HRA Employer Total:						650.00
73093	03/06/2014	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	181.55
HSA Employee Total:						181.55
73093	03/06/2014	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	668.75
HSA Employer Total:						668.75
0	03/06/2014	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.03.2014 ICMA Defe	325.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
ICMA Def Comp Total:						325.00
0	03/06/2014	Information Technology	Internet	Arin-CC	Annual IP Addresses Registration	200.00
0	03/06/2014	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	450.00
73070	03/06/2014	Information Technology	Internet	Hurricane Electric	Transit Monthly Service Fee	500.00
0	03/12/2014	Information Technology	Internet	Local Link, Inc.-CC	Monthly DNS Hosting Fee	107.50
0	03/12/2014	Information Technology	Internet	Network Solutions- CC	White Bear Township Domain Name	341.91
Internet Total:						1,599.41
73113	03/06/2014	Information Technology	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	54.61
Life Ins. Employee Total:						54.61
73113	03/06/2014	Information Technology	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	86.86
Life Ins. Employer Total:						86.86
73113	03/06/2014	Information Technology	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	183.48
Long Term Disability Total:						183.48
73091	03/06/2014	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	1,110.07
Medical Ins Employee Total:						1,110.07
73091	03/06/2014	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	6,588.86
Medical Ins Employer Total:						6,588.86
0	03/18/2014	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	338.22
0	03/05/2014	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	299.19
MN State Retirement Total:						637.41
73058	03/06/2014	Information Technology	Operating Supplies	CDW Government, Inc.	Rack Mount	89.01
0	03/12/2014	Information Technology	Operating Supplies	Monoprice.Com-CC	USB Extension Cables	26.75
0	03/12/2014	Information Technology	Operating Supplies	Monoprice.Com-CC	Port Cables	55.84
0	03/06/2014	Information Technology	Operating Supplies	Monoprice.Com-CC	Video Cables & Connectors	83.08
0	03/06/2014	Information Technology	Operating Supplies	New Egg-CC	IT Notebook Disk Drives	602.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73114	03/06/2014	Information Technology	Operating Supplies	Staples Business Advantage, Inc.	Tape, Cable Ties	68.41
0	03/12/2014	Information Technology	Operating Supplies	Techsmith-CC	IT Software	53.51
0	03/12/2014	Information Technology	Operating Supplies	Walgreens-CC	Cable Tester Batteries	10.26
Operating Supplies Total:						989.71
0	03/06/2014	Information Technology	Other Improvements	Data Q-CC	Network Switch	2,697.00
Other Improvements Total:						2,697.00
0	03/18/2014	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	2,113.96
0	03/05/2014	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,870.00
PERA Employee Ded Total:						3,983.96
0	03/18/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	338.22
0	03/18/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	2,113.96
0	03/05/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	299.19
0	03/05/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,870.00
PERA Employer Share Total:						4,621.37
0	03/18/2014	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	1,518.38
0	03/05/2014	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	1,398.58
State Income Tax Total:						2,916.96
73116	03/06/2014	Information Technology	Telephone	T Mobile	Cell Phones-Acct: 876644423	352.18
Telephone Total:						352.18
0	03/04/2014	Information Technology	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	160.25
Use Tax Payable Total:						160.25
Fund Total:						50,609.77
0	03/04/2014	Internal Service - Interest	Investment Income	RVA- Non Bank	January Interest	316.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Investment Income Total:						316.55
Fund Total:						316.55
73067	03/06/2014	License Center	Contract Maintenance	G & K Services. Corp.-St. Paul	Floor Mats	22.40
73067	03/06/2014	License Center	Contract Maintenance	G & K Services. Corp.-St. Paul	Floor Mats	22.40
73067	03/06/2014	License Center	Contract Maintenance	G & K Services. Corp.-St. Paul	Floor Mats	22.40
Contract Maintenance Total:						67.20
0	03/18/2014	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	2,809.02
0	03/05/2014	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	2,852.30
Federal Income Tax Total:						5,661.32
0	03/18/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	408.11
0	03/18/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,745.04
0	03/05/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,771.66
0	03/05/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	414.32
FICA Employee Ded. Total:						4,339.13
0	03/18/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,745.04
0	03/18/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	408.11
0	03/05/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	414.32
0	03/05/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,771.66
FICA Employers Share Total:						4,339.13
73074	03/06/2014	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	955.00
HRA Employer Total:						955.00
73093	03/06/2014	License Center	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	69.84
HSA Employee Total:						69.84
73093	03/06/2014	License Center	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	790.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HSA Employer Total:						790.00
73113	03/06/2014	License Center	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	57.48
Life Ins. Employee Total:						57.48
73113	03/06/2014	License Center	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	72.72
Life Ins. Employer Total:						72.72
73113	03/06/2014	License Center	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	122.42
Long Term Disability Total:						122.42
73091	03/06/2014	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	2,517.84
Medical Ins Employee Total:						2,517.84
73091	03/06/2014	License Center	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	6,414.00
Medical Ins Employer Total:						6,414.00
0	03/18/2014	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	297.50
0	03/05/2014	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	301.86
MN State Retirement Total:						599.36
0	03/18/2014	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	50.00
0	03/05/2014	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	50.00
MNDCP Def Comp Total:						100.00
0	03/06/2014	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	9.30
0	03/06/2014	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	48.55
0	03/13/2014	License Center	Office Supplies	St. Paul Stamp Works, Inc.	Date Stamps	168.78
0	03/06/2014	License Center	Office Supplies	Target- CC	Office Supplies	25.67
0	03/06/2014	License Center	Office Supplies	Uline-CC	Take A Number Ticket Rolls	150.60
Office Supplies Total:						402.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/18/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,801.66
0	03/05/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,828.77
PERA Employee Ded Total:						3,630.43
0	03/18/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,801.66
0	03/18/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	288.25
0	03/05/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	292.61
0	03/05/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,828.77
PERA Employer Share Total:						4,211.29
0	03/12/2014	License Center	Postage	USPS-CC	Postage	141.40
0	03/06/2014	License Center	Postage	USPS-CC	License Center Postage	166.65
Postage Total:						308.05
0	03/13/2014	License Center	Professional Services	Quicksilver Express Courier	Courier Service	216.47
Professional Services Total:						216.47
0	03/13/2014	License Center	Rental	Gaughan Properties	License Center Rent-April 2014	5,010.77
Rental Total:						5,010.77
0	03/04/2014	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	499.65
Sales Tax Payable Total:						499.65
0	03/18/2014	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	1,217.60
0	03/05/2014	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	1,238.45
State Income Tax Total:						2,456.05
0	03/13/2014	License Center	Transportation	Mary Dracy	Mileage Reimbursement	132.72
0	03/06/2014	License Center	Transportation	Jill Theisen	Mileage Reimbursement	211.68
Transportation Total:						344.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						43,185.45
73065	03/06/2014	Multi-Family&Housing Program	Professional Services	Commercial Appraisal & Consultin	Summary Appraisal- Former Fire Stat	2,000.00
Professional Services Total:						2,000.00
Fund Total:						2,000.00
0	03/06/2014	P & R Contract Maintenance	Conferences	Doubletree - CC	Conference Lodging	147.41
Conferences Total:						147.41
0	03/18/2014	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	2,095.75
0	03/05/2014	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	2,485.15
Federal Income Tax Total:						4,580.90
0	03/18/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	267.89
0	03/18/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,145.31
0	03/05/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,259.18
0	03/05/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	294.50
FICA Employee Ded. Total:						2,966.88
0	03/18/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,145.31
0	03/18/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	267.89
0	03/05/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	294.50
0	03/05/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,259.18
FICA Employers Share Total:						2,966.88
73074	03/06/2014	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	370.00
HRA Employer Total:						370.00
73093	03/06/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	213.84
73093	03/06/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA WI En	34.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	248.46
73093	03/06/2014	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	1,065.00
					HSA Employer Total:	1,065.00
73113	03/06/2014	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	52.41
					Life Ins. Employee Total:	52.41
73113	03/06/2014	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	58.59
					Life Ins. Employer Total:	58.59
73113	03/06/2014	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	103.12
					Long Term Disability Total:	103.12
73091	03/06/2014	P & R Contract Maintenance	Medical Ins Employee	NJPA	Health Insurance Premium-March 20	675.02
					Medical Ins Employee Total:	675.02
73091	03/06/2014	P & R Contract Maintenance	Medical Ins Employer	NJPA	Health Insurance Premium-March 20	4,282.66
					Medical Ins Employer Total:	4,282.66
0	03/06/2014	P & R Contract Maintenance	Memberships & Subscriptions	MN Horticulture-CC	Horticultural Society Annual Dues	57.00
					Memberships & Subscriptions Total:	57.00
0	03/18/2014	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	188.83
0	03/05/2014	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	207.38
					MN State Retirement Total:	396.21
0	03/18/2014	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	130.00
0	03/05/2014	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	80.00
					MNDCP Def Comp Total:	210.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/12/2014	P & R Contract Maintenance	Operating Supplies	Bob's Cycle Supply-CC	Snowmobile Supplies	41.53
73061	03/06/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.68
73061	03/06/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.68
0	03/06/2014	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Jobsite Chest	477.73
0	03/12/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Lighting Supplies	38.95
0	03/12/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Cleaning Supplies	40.44
0	03/06/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Light Bulbs	16.99
73119	03/06/2014	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	38.64
Operating Supplies Total:						671.64
0	03/18/2014	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,193.34
0	03/05/2014	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,309.31
PERA Employee Ded Total:						2,502.65
0	03/18/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,193.34
0	03/18/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	190.94
0	03/05/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	209.49
0	03/05/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,309.31
PERA Employer Share Total:						2,903.08
0	03/04/2014	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	84.38
Sales Tax Total:						84.38
0	03/18/2014	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	929.10
0	03/05/2014	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	1,050.92
State Income Tax Total:						1,980.02
0	03/12/2014	P & R Contract Maintenance	Telephone	Sprint- CC	Cell Phones	26.00
73109	03/06/2014	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	196.81
73116	03/06/2014	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones-Acct: 876644423	28.70
Telephone Total:						251.51
0	03/12/2014	P & R Contract Maintenance	Training	Mn Recreation & Park-CC	Safety Inspector Course	535.00
0	03/06/2014	P & R Contract Maintenance	Training	Northern Green Expo-CC	Green Expo	110.00
0	03/06/2014	P & R Contract Maintenance	Training	Parking Ramp-CC	Horticultural Conference Parking	18.00
0	03/06/2014	P & R Contract Maintenance	Training	Parking Ramp-CC	Green Expo Parking	13.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/12/2014	P & R Contract Maintenance	Training	U of M CCE-CC	Shade Tree Course	360.00
73121	03/06/2014	P & R Contract Maintenance	Training	University of Minnesota-Cont. Edu	Shade Tree Course	180.00
Training Total:						1,216.00
73080	03/06/2014	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Union	229.25
Union Dues Deduction Total:						229.25
0	03/04/2014	P & R Contract Maintenance	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	4.31
73119	03/06/2014	P & R Contract Maintenance	Use Tax Payable	Trio Supply Company	Sales/Use Tax	-0.16
Use Tax Payable Total:						4.15
0	03/12/2014	P & R Contract Maintenance	Vehicle Supplies	Midway Ford-CC	Blade	28.04
Vehicle Supplies Total:						28.04
Fund Total:						28,051.26
0	03/06/2014	Park Renewal 2011	Professional Services	Arizona State University	Best Value Education	10,000.00
0	03/06/2014	Park Renewal 2011	Professional Services	LHB Inc	Park & Rec Renewal Program Consu	2,397.00
0	03/06/2014	Park Renewal 2011	Professional Services	LHB Inc	Park & Rec Renewal Program Consu	576.00
0	03/06/2014	Park Renewal 2011	Professional Services	LHB Inc	Park & Rec Renewal Program Consu	199,031.82
Professional Services Total:						212,004.82
Fund Total:						212,004.82
0	03/06/2014	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn I	Vehicle Forfeiture	612.50
Professional Services Total:						612.50
Fund Total:						612.50
0	03/18/2014	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	12.48
0	03/05/2014	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	336.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						348.76
0	03/18/2014	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	1.47
0	03/05/2014	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	36.60
FICA Employee Ded. Total:						38.07
0	03/18/2014	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	1.47
0	03/05/2014	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	36.60
FICA Employers Share Total:						38.07
73074	03/06/2014	Police Grants	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	17.18
HRA Employer Total:						17.18
73093	03/06/2014	Police Grants	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	41.90
HSA Employee Total:						41.90
73093	03/06/2014	Police Grants	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	121.99
HSA Employer Total:						121.99
73113	03/06/2014	Police Grants	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	0.85
Life Ins. Employee Total:						0.85
73113	03/06/2014	Police Grants	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	5.78
Life Ins. Employer Total:						5.78
73113	03/06/2014	Police Grants	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	10.39
Long Term Disability Total:						10.39
73091	03/06/2014	Police Grants	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	2.50
Medical Ins Employee Total:						2.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73091	03/06/2014	Police Grants	Medical Ins Employer	NJPA	Health Insurance Premium-March 20	319.21
					Medical Ins Employer Total:	319.21
0	03/18/2014	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	1.03
0	03/05/2014	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	26.65
					MN State Retirement Total:	27.68
0	03/18/2014	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	6.63
0	03/05/2014	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	51.49
					MNDCP Def Comp Total:	58.12
0	03/18/2014	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	10.47
0	03/05/2014	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	271.95
					PERA Employee Ded Total:	282.42
0	03/18/2014	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	15.71
0	03/05/2014	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	407.95
					PERA Employer Share Total:	423.66
0	03/18/2014	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	4.47
0	03/05/2014	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	127.40
					State Income Tax Total:	131.87
0	03/06/2014	Police Grants	Union Dues Deduction	LELS	PR Batch 00001.03.2014 Lels Union	32.28
					Union Dues Deduction Total:	32.28
					Fund Total:	1,900.73
0	03/12/2014	Police Forfeiture Fund	Professional Services	Amazon.com- CC	Covert Camera	205.29
0	03/12/2014	Police Forfeiture Fund	Professional Services	Amazon.com- CC	Crime Scene Supplies	806.06
0	03/12/2014	Police Forfeiture Fund	Professional Services	Evident Inc-CC	Crime Scene Supplies	104.00
0	03/06/2014	Police Forfeiture Fund	Professional Services	Rogue Fitness-CC	PD Gym Supplies	1,975.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						3,090.59
Fund Total:						3,090.59
0	03/12/2014	Police Vehicle Revolving	Capital Outlay	Compsource-CC	Worksurface	422.00
0	03/12/2014	Police Vehicle Revolving	Capital Outlay	Wiscomm-CC	Vehicle Supplies	146.15
Capital Outlay Total:						568.15
0	03/04/2014	Police Vehicle Revolving	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	463.47
Use Tax Payable Total:						463.47
Fund Total:						1,031.62
0	03/04/2014	Recreation Donations	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	17.05
Use Tax Payable Total:						17.05
Fund Total:						17.05
73145	03/13/2014	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	46.10
73155	03/13/2014	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	Notices	177.32
Advertising Total:						223.42
0	03/06/2014	Recreation Fund	Clothing	Mills Fleet Farm-CC	Work Clothes	186.94
Clothing Total:						186.94
73177	03/13/2014	Recreation Fund	Collected Insurance Fee	Julie Standerling	Fastpitch Refund	2.00
Collected Insurance Fee Total:						2.00
0	03/04/2014	Recreation Fund	Credit Card Fees	US Bank-Non Bank	January Terminal Charges	405.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Credit Card Fees Total:						405.14
73142	03/13/2014	Recreation Fund	Deposits - Arboretum Bricks	Central Park Foundation	Arboretum Brick Credit Card Revenu	112.00
Deposits - Arboretum Bricks Total:						112.00
0	03/18/2014	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	4,610.56
0	03/05/2014	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	4,724.42
Federal Income Tax Total:						9,334.98
73177	03/13/2014	Recreation Fund	Fee Program Revenue	Julie Standerer	Fastpitch Refund	223.00
Fee Program Revenue Total:						223.00
0	03/18/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	852.83
0	03/18/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	3,646.80
0	03/05/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	3,666.72
0	03/05/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	857.50
FICA Employee Ded. Total:						9,023.85
0	03/18/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	3,646.80
0	03/18/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	852.83
0	03/05/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	857.50
0	03/05/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	3,666.72
FICA Employers Share Total:						9,023.85
73082	03/06/2014	Recreation Fund	Financial Support	Messerli & Kramer PA	PR Batch 00001.03.2014 Financial St	163.08
Financial Support Total:						163.08
73074	03/06/2014	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	1,023.00
HRA Employer Total:						1,023.00
73093	03/06/2014	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	330.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	330.19
73093	03/06/2014	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	945.00
					HSA Employer Total:	945.00
73101	03/06/2014	Recreation Fund	Ice Rental	Section 4AA Girls Hockey	Section 4AA Girls Hockey Ticket Rev	631.20
					Ice Rental Total:	631.20
0	03/06/2014	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2014 ICMA Defe	525.00
					ICMA Def Comp Total:	525.00
73113	03/06/2014	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	138.65
					Life Ins. Employee Total:	138.65
73113	03/06/2014	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	96.96
					Life Ins. Employer Total:	96.96
73113	03/06/2014	Recreation Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	223.11
					Long Term Disability Total:	223.11
73091	03/06/2014	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	776.08
					Medical Ins Employee Total:	776.08
73091	03/06/2014	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	7,565.46
					Medical Ins Employer Total:	7,565.46
73056	03/06/2014	Recreation Fund	Merchandise for Sale	Bernatello's Pizza, Inc	Pizza's for Resale	151.20
73064	03/06/2014	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	477.36
					Merchandise for Sale Total:	628.56
0	03/06/2014	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.03.2014 Minnesota I	405.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Minnesota Benefit Ded Total:	405.22
0	03/06/2014	Recreation Fund	Minor Equipment	Provantage- CC	Ergotron Work Surfaces	500.00
					Minor Equipment Total:	500.00
0	03/06/2014	Recreation Fund	Miscellaneous	App Network-CC	Fraud	22.58
0	03/12/2014	Recreation Fund	Miscellaneous	ARP Networks-CC	Fraud	50.00
0	03/12/2014	Recreation Fund	Miscellaneous	Web-CC	Fraud	38.90
					Miscellaneous Total:	111.48
0	03/06/2014	Recreation Fund	Miscellaneous Expense	Garden Safaria-CC	No Receipt-Cash	62.00
					Miscellaneous Expense Total:	62.00
0	03/18/2014	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	408.11
0	03/05/2014	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	415.42
					MN State Retirement Total:	823.53
0	03/18/2014	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	1,270.00
0	03/05/2014	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	1,270.00
					MNDCP Def Comp Total:	2,540.00
0	03/12/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	85.31
0	03/12/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	95.15
0	03/12/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	11.77
0	03/06/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	112.36
0	03/06/2014	Recreation Fund	Office Supplies	Provantage- CC	Ergotron Work Surfaces	790.99
					Office Supplies Total:	1,095.58
0	03/06/2014	Recreation Fund	Operating Supplies	At Battery Co-CC	Fire Alarm Batteries	83.63
0	03/12/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Snowshoeing Supplies	17.56
0	03/12/2014	Recreation Fund	Operating Supplies	Dollar Tree-CC	Daddy/Daughter Sweetheart Dance S	22.50
73147	03/13/2014	Recreation Fund	Operating Supplies	EMP	Athletic Tape	232.60
0	03/06/2014	Recreation Fund	Operating Supplies	Firemasters-CC	Oval Firewood	155.00
0	03/13/2014	Recreation Fund	Operating Supplies	Grainger Inc	Fluid Cooler-Emergency Replacemen	2,928.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/06/2014	Recreation Fund	Operating Supplies	Grainger Inc	Repair Kit	50.07
0	03/06/2014	Recreation Fund	Operating Supplies	Grainger Inc	Ballasts, Lamps	64.76
0	03/06/2014	Recreation Fund	Operating Supplies	Home Depot- CC	Gym Supplies	13.98
0	03/06/2014	Recreation Fund	Operating Supplies	Liberts-CC	Ice Show Costumes	61.89
0	03/12/2014	Recreation Fund	Operating Supplies	Michaels-CC	HANC Open House Supplies	55.59
0	03/12/2014	Recreation Fund	Operating Supplies	Office Depot- CC	HANC General Supplies	10.62
0	03/12/2014	Recreation Fund	Operating Supplies	Oriental Trading- CC	Daddy/Daughter Arts & Crafts Suppli	36.41
0	03/06/2014	Recreation Fund	Operating Supplies	Oriental Trading- CC	Valentine Decorations	135.36
0	03/12/2014	Recreation Fund	Operating Supplies	Party City-CC	HANC Open House Supplies	36.89
0	03/12/2014	Recreation Fund	Operating Supplies	Party City-CC	Daddy/Daughter Sweetheart Dance S	34.90
0	03/12/2014	Recreation Fund	Operating Supplies	PayPal-CC	Ice Show Costumes	199.00
0	03/06/2014	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Jet Ice Goal	57.00
0	03/06/2014	Recreation Fund	Operating Supplies	Revolution Dancewear-CC	Ice Show Costumes	37.99
0	03/06/2014	Recreation Fund	Operating Supplies	Rink Systems Inc	Glass Clip	75.44
0	03/06/2014	Recreation Fund	Operating Supplies	Sherwin Williams	Paint Supplies	62.37
0	03/12/2014	Recreation Fund	Operating Supplies	Spencer Gifts-CC	Daddy/Daughter Sweetheart Dance S	32.13
0	03/12/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Plumbing Supplies, Water Can	16.25
0	03/12/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	HANC Arts & Craft Supplies	14.07
0	03/12/2014	Recreation Fund	Operating Supplies	Target- CC	HANC Program Supplies	25.51
0	03/12/2014	Recreation Fund	Operating Supplies	Target- CC	Daddy/Daughter Sweetheart Dance S	107.17
0	03/06/2014	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costumes	774.36
0	03/06/2014	Recreation Fund	Operating Supplies	Zazzle-CC	Ice Show Costumes	350.87
Operating Supplies Total:						5,692.16
0	03/18/2014	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	2,957.12
0	03/05/2014	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	2,975.89
PERA Employee Ded Total:						5,933.01
0	03/18/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	473.16
0	03/18/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	2,957.12
0	03/05/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	2,975.89
0	03/05/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	476.16
PERA Employer Share Total:						6,882.33
73167	03/13/2014	Recreation Fund	Postage	Postmaster- Cashier Window #5	Spring Summer 2014 Brochure Posta	6,250.00
Postage Total:						6,250.00
0	03/13/2014	Recreation Fund	Printing	Roseville Area Schools	Brochure Printing Job-179190	198.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/06/2014	Recreation Fund	Printing	Roseville Area Schools	Winter Spring Brochure	841.23
Printing Total:						1,039.31
0	03/12/2014	Recreation Fund	Professional Services	Big Thrill Factory-CC	Field Trip	56.25
73141	03/13/2014	Recreation Fund	Professional Services	John Burmeister	Timekeeper	80.00
0	03/12/2014	Recreation Fund	Professional Services	Joe's Sporting Goods-CC	Cross Country Ski Repair	49.99
0	03/12/2014	Recreation Fund	Professional Services	Joe's Sporting Goods-CC	Ski Supplies	3.00
73151	03/13/2014	Recreation Fund	Professional Services	Emily Johnson	Timekeeper	100.00
73152	03/13/2014	Recreation Fund	Professional Services	Collin James Kiley	Timekeeper	80.00
0	03/13/2014	Recreation Fund	Professional Services	Mathias Langhorst	Timekeeper	120.00
0	03/13/2014	Recreation Fund	Professional Services	Willie McCray	Referee Service	832.00
0	03/06/2014	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,040.00
0	03/06/2014	Recreation Fund	Professional Services	Willie McCray	Referee Service	624.00
0	03/06/2014	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	997.50
0	03/06/2014	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	912.00
73088	03/06/2014	Recreation Fund	Professional Services	Jack Moran	Run for the Roses Posting	10.00
73162	03/13/2014	Recreation Fund	Professional Services	Multicare Associates	Audiogram-Acct: 64904	20.00
0	03/12/2014	Recreation Fund	Professional Services	Pioneer Press-CC	Summer Camp Advertising	65.00
0	03/12/2014	Recreation Fund	Professional Services	Pioneer Press-CC	Summer Camp Advertising	65.00
0	03/12/2014	Recreation Fund	Professional Services	Pioneer Press-CC	Summer Camp Advertising	65.00
73094	03/06/2014	Recreation Fund	Professional Services	Bill Pringle	Officiating	372.00
0	03/13/2014	Recreation Fund	Professional Services	Kristina Rude	Timekeeper	40.00
73175	03/13/2014	Recreation Fund	Professional Services	George Sigstad	Timekeeper	50.00
73104	03/06/2014	Recreation Fund	Professional Services	George Sigstad	Broomball Officiating	394.00
0	03/12/2014	Recreation Fund	Professional Services	Starbound National Talent-CC	Dance Competition Entry Fees	480.00
0	03/12/2014	Recreation Fund	Professional Services	Three Rivers Park- CC	Field Trip	38.62
0	03/06/2014	Recreation Fund	Professional Services	Water Park of America-CC	Field Trip	150.00
Professional Services Total:						6,644.36
0	03/04/2014	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	2,649.21
Sales Tax Payable Total:						2,649.21
0	03/13/2014	Recreation Fund	Services	Roseville Area Schools	Brochure Printing Job-179190	198.07
Services Total:						198.07
73089	03/06/2014	Recreation Fund	Spectator Admissions	MSHSL Region 3AA	Section 4A Girls Hockey Ticket Reve	494.00
73102	03/06/2014	Recreation Fund	Spectator Admissions	Section 5AA Girls Hockey	Section 5AA Girls Hockey Ticket Rev	8,784.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Spectator Admissions Total:						9,278.10
0	03/18/2014	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	1,991.30
0	03/05/2014	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	2,022.14
State Income Tax Total:						4,013.44
73109	03/06/2014	Recreation Fund	Telephone	Sprint	Cell Phones	97.78
73116	03/06/2014	Recreation Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	188.03
Telephone Total:						285.81
0	03/12/2014	Recreation Fund	Training	Skillfeed-CC	Monthly Subscription	19.00
Training Total:						19.00
73080	03/06/2014	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Unioi	98.25
Union Dues Deduction Total:						98.25
0	03/06/2014	Recreation Fund	Use Tax Payable	Grainger Inc	Sales/Use Tax	-0.05
0	03/06/2014	Recreation Fund	Use Tax Payable	Grainger Inc	Sales/Use Tax	-0.36
0	03/04/2014	Recreation Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	544.03
Use Tax Payable Total:						543.62
Fund Total:						96,645.95
0	03/04/2014	Recreation Improvements	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	14.76
Use Tax Payable Total:						14.76
Fund Total:						14.76
0	03/06/2014	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Feb 20	4,147.27

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Employer Insurance Total:						4,147.27
73154	03/13/2014	Risk Management	Insurance	League of MN Cities Ins Trust	2nd Installment	69,452.00
Insurance Total:						69,452.00
73106	03/06/2014	Risk Management	Operating Supplies	Singlewire Software, LLC	Maintenance Subscription	4,966.50
Operating Supplies Total:						4,966.50
73154	03/13/2014	Risk Management	Parks & Recreation Claims	League of MN Cities Ins Trust	LMCIT Claim #: C0027988	4,023.89
Parks & Recreation Claims Total:						4,023.89
73149	03/13/2014	Risk Management	Police Patrol Claims	Hamline Auto Body	Vehicle Repair	1,341.35
73068	03/06/2014	Risk Management	Police Patrol Claims	Hamline Auto Body	Vehicle Repair	1,547.00
Police Patrol Claims Total:						2,888.35
Fund Total:						85,478.01
73077	03/06/2014	Sanitary Sewer	Accounts Payable	ANDREW & TRACY KNUTSON	Refund Check	19.13
73103	03/06/2014	Sanitary Sewer	Accounts Payable	SEIDEL PROPERTIES	Refund Check	5,220.00
73123	03/06/2014	Sanitary Sewer	Accounts Payable	BARBARA WILKINSON	Refund Check	9.56
Accounts Payable Total:						5,248.69
73143	03/13/2014	Sanitary Sewer	Contract Maintenance	City of Shoreview	Lift Station Maintenance	2,057.00
Contract Maintenance Total:						2,057.00
0	03/04/2014	Sanitary Sewer	Credit Card Service Fees	Bluefin Payment Systems-Non Ban	January UB Payments.com Charges	2,136.52
Credit Card Service Fees Total:						2,136.52
0	03/18/2014	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	1,292.13
0	03/05/2014	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	1,642.74

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						2,934.87
0	03/18/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	688.00
0	03/18/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	160.89
0	03/05/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	832.18
0	03/05/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	194.61
FICA Employee Ded. Total:						1,875.68
0	03/18/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	688.00
0	03/18/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	160.89
0	03/05/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	832.18
0	03/05/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	194.61
FICA Employers Share Total:						1,875.68
73074	03/06/2014	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	384.01
HRA Employer Total:						384.01
0	03/06/2014	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.03.2014 ICMA Defe	35.00
ICMA Def Comp Total:						35.00
73113	03/06/2014	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	23.18
Life Ins. Employee Total:						23.18
73113	03/06/2014	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	32.83
Life Ins. Employer Total:						32.83
73113	03/06/2014	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	51.17
Long Term Disability Total:						51.17
73091	03/06/2014	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-March 20	635.32
Medical Ins Employee Total:						635.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73091	03/06/2014	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	1,712.97
Medical Ins Employer Total:						1,712.97
73062	03/06/2014	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	PACAL Payment-1st Qtr 2014	740.98
Metro Waste Control Board Total:						740.98
0	03/18/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	111.72
0	03/05/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emp H	16,726.85
0	03/05/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	119.61
MN State Retirement Total:						16,958.18
0	03/18/2014	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	126.91
0	03/05/2014	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	231.54
MNDCP Def Comp Total:						358.45
0	03/13/2014	Sanitary Sewer	Operating Supplies	Gretchen Carlson-Laundry	Supplies Reimbursement	43.77
0	03/12/2014	Sanitary Sewer	Operating Supplies	Marathon Oil-CC	Water Meter Supplies	18.00
0	03/12/2014	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-CC	Water Meter Supplies	15.64
0	03/06/2014	Sanitary Sewer	Operating Supplies	Whole Body Research-CC	Inadvertant Personal Purchase-Repaic	34.95
Operating Supplies Total:						112.36
0	03/18/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	698.19
0	03/05/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	747.54
0	03/05/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 PERA Catcl	96.38
PERA Employee Ded Total:						1,542.11
0	03/18/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	698.19
0	03/18/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	111.72
0	03/05/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	119.61
0	03/05/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 PERA Empl	111.80
0	03/05/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	747.54
PERA Employer Share Total:						1,788.86
73140	03/13/2014	Sanitary Sewer	Professional Services	Bolton & Menk, Inc.	Inflow Infiltration Evaluation	720.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73140	03/13/2014	Sanitary Sewer	Professional Services	Bolton & Menk, Inc.	Inflow Infiltration Evaluation	720.00
73086	03/06/2014	Sanitary Sewer	Professional Services	Midway Sewer Service Co.	Main Sewer Line Jet Thaw-421 McCa	540.00
Professional Services Total:						1,980.00
0	03/04/2014	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	6.03
Sales Tax Payable Total:						6.03
0	03/18/2014	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	516.93
0	03/05/2014	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	643.34
State Income Tax Total:						1,160.27
0	03/12/2014	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	52.00
73109	03/06/2014	Sanitary Sewer	Telephone	Sprint	Cell Phones	142.40
73116	03/06/2014	Sanitary Sewer	Telephone	T Mobile	Cell Phones-Acct: 771707201	80.19
Telephone Total:						274.59
73161	03/13/2014	Sanitary Sewer	Training	MN Pollution Control Agency	Wastewater Certification Renewal-Im	23.00
Training Total:						23.00
73080	03/06/2014	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Unioi	124.47
Union Dues Deduction Total:						124.47
0	03/04/2014	Sanitary Sewer	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	5.50
Use Tax Payable Total:						5.50
Fund Total:						44,077.72
73098	03/06/2014	Singles Program	Operating Supplies	Ron Rieschl	Single Supplies Reimbursement	15.00
Operating Supplies Total:						15.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						15.00
0	03/18/2014	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	84.93
0	03/05/2014	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	84.92
Federal Income Tax Total:						169.85
0	03/18/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	11.33
0	03/18/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	48.45
0	03/05/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	48.46
0	03/05/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	11.32
FICA Employee Ded. Total:						119.56
0	03/18/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	48.45
0	03/18/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	11.33
0	03/05/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	48.46
0	03/05/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	11.32
FICA Employers Share Total:						119.56
73093	03/06/2014	Solid Waste Recycle	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	60.00
HSA Employer Total:						60.00
73113	03/06/2014	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	2.42
Life Ins. Employer Total:						2.42
73113	03/06/2014	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	5.29
Long Term Disability Total:						5.29
73091	03/06/2014	Solid Waste Recycle	Medical Ins Employer	NJPA	Health Insurance Premium-March 20	109.56
Medical Ins Employer Total:						109.56
0	03/18/2014	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	7.68
0	03/05/2014	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	7.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						15.36
0	03/06/2014	Solid Waste Recycle	Operating Supplies	Chinook Book-CC	Twin Cities Chinook Book	178.00
0	03/06/2014	Solid Waste Recycle	Operating Supplies	World Centric-CC	Compostable Plates, Cups, Lids	434.93
0	03/06/2014	Solid Waste Recycle	Operating Supplies	Zerbee-CC	Coffee Supplies	6.06
Operating Supplies Total:						618.99
0	03/18/2014	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	48.00
0	03/05/2014	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	48.00
PERA Employee Ded Total:						96.00
0	03/18/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	48.00
0	03/18/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	7.68
0	03/05/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	48.00
0	03/05/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	7.68
PERA Employer Share Total:						111.36
0	03/13/2014	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	40,659.80
0	03/13/2014	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	40,659.80
Professional Services Total:						81,319.60
0	03/18/2014	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	39.42
0	03/05/2014	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	39.41
State Income Tax Total:						78.83
Fund Total:						82,826.38
0	03/13/2014	Special "10" Fund	Professional Service	No Suburban Community Foundati	Remit Proceeds	7,000.00
Professional Service Total:						7,000.00
Fund Total:						7,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/18/2014	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	1,342.50
0	03/05/2014	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	1,396.93
Federal Income Tax Total:						2,739.43
0	03/18/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	191.87
0	03/18/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	820.45
0	03/05/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	844.46
0	03/05/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	197.50
FICA Employee Ded. Total:						2,054.28
0	03/18/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	820.45
0	03/18/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	191.87
0	03/05/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	844.46
0	03/05/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	197.50
FICA Employers Share Total:						2,054.28
73093	03/06/2014	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	140.00
HSA Employer Total:						140.00
73113	03/06/2014	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	13.50
Life Ins. Employee Total:						13.50
73113	03/06/2014	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	39.33
Life Ins. Employer Total:						39.33
73113	03/06/2014	Storm Drainage	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	63.62
Long Term Disability Total:						63.62
73091	03/06/2014	Storm Drainage	Medical Ins Employer	NJPA	Health Insurance Premium-March 20	255.63
Medical Ins Employer Total:						255.63
0	03/18/2014	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	127.91
0	03/05/2014	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	131.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						259.73
0	03/18/2014	Storm Drainage	MNDCCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCCP De	10.00
0	03/05/2014	Storm Drainage	MNDCCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCCP De	10.00
MNDCCP Def Comp Total:						20.00
0	03/12/2014	Storm Drainage	Operating Supplies	Menards-CC	Wood, Bit Set	54.04
0	03/12/2014	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Router Bit	16.92
Operating Supplies Total:						70.96
0	03/18/2014	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	799.45
0	03/05/2014	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	823.88
PERA Employee Ded Total:						1,623.33
0	03/18/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	127.91
0	03/18/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	799.45
0	03/05/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	823.88
0	03/05/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	131.82
PERA Employer Share Total:						1,883.06
73150	03/13/2014	Storm Drainage	Professional Services	Hydromethods, LLC	Drainage Analysis 1474 Cty Road C2	455.00
73150	03/13/2014	Storm Drainage	Professional Services	Hydromethods, LLC	Drainage Analysis Roselawn-Ruggles	1,855.00
73150	03/13/2014	Storm Drainage	Professional Services	Hydromethods, LLC	Drainage Analysis Manson-Troseth	910.00
73150	03/13/2014	Storm Drainage	Professional Services	Hydromethods, LLC	Drainage Analysis Roselawn-Ruggles	805.00
73115	03/06/2014	Storm Drainage	Professional Services	Sheila Stowell	PWET Meeting Minutes	206.25
73115	03/06/2014	Storm Drainage	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
Professional Services Total:						4,236.12
0	03/18/2014	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	623.05
0	03/05/2014	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	648.67
State Income Tax Total:						1,271.72
0	03/12/2014	Storm Drainage	Telephone	Sprint- CC	Cell Phones	54.25
73109	03/06/2014	Storm Drainage	Telephone	Sprint	Cell Phones	120.17

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Telephone Total:	174.42
73080	03/06/2014	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Union	131.00
					Union Dues Deduction Total:	131.00
0	03/12/2014	Storm Drainage	Vehicle Supplies	Metal Supermarkets-CC	Metal Supplies	128.55
					Vehicle Supplies Total:	128.55
					Fund Total:	17,158.96
73099	03/06/2014	Street Construction	Deposits	Roseville Properties	Developers Escrow Refund	85,055.06
					Deposits Total:	85,055.06
73057	03/06/2014	Street Construction	Twin Lakes Walmart Rd	Bolton & Menk, Inc.	Wal-Mart Twin Lakes Construction S	7,656.00
73057	03/06/2014	Street Construction	Twin Lakes Walmart Rd	Bolton & Menk, Inc.	Wal-Mart Twin Lakes Construction S	2,950.00
					Twin Lakes Walmart Rd Total:	10,606.00
					Fund Total:	95,661.06
0	03/18/2014	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	475.81
0	03/05/2014	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	475.21
					Federal Income Tax Total:	951.02
0	03/18/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	401.64
0	03/18/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	93.91
0	03/05/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	401.28
0	03/05/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	93.84
					FICA Employee Ded. Total:	990.67
0	03/18/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	401.64
0	03/18/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	93.91
0	03/05/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	93.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/05/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	401.28
					FICA Employers Share Total:	990.67
73074	03/06/2014	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Empl	161.50
					HRA Employer Total:	161.50
73093	03/06/2014	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Empl	8.17
					HSA Employee Total:	8.17
73093	03/06/2014	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Empl	49.99
					HSA Employer Total:	49.99
73113	03/06/2014	Telecommunications	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	7.62
					Life Ins. Employee Total:	7.62
73113	03/06/2014	Telecommunications	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	17.85
					Life Ins. Employer Total:	17.85
73113	03/06/2014	Telecommunications	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	42.59
					Long Term Disability Total:	42.59
73091	03/06/2014	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	260.15
					Medical Ins Employee Total:	260.15
73091	03/06/2014	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	743.00
					Medical Ins Employer Total:	743.00
0	03/18/2014	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Empl	65.37
0	03/05/2014	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Empl	65.31
					MN State Retirement Total:	130.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/18/2014	Telecommunications	MND CP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MND CP De	334.98
0	03/05/2014	Telecommunications	MND CP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MND CP De	334.99
MND CP Def Comp Total:						669.97
0	03/18/2014	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	408.49
0	03/05/2014	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	408.15
PERA Employee Ded Total:						816.64
0	03/18/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	65.37
0	03/18/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	408.49
0	03/05/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	65.31
0	03/05/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	408.15
PERA Employer Share Total:						947.32
0	03/13/2014	Telecommunications	Printing	Greenhaven Printing	March/April Newsletter Printing	5,944.00
Printing Total:						5,944.00
0	03/06/2014	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-Jan 2014	1,419.00
Professional Services Total:						1,419.00
0	03/18/2014	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	219.67
0	03/05/2014	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	219.41
State Income Tax Total:						439.08
Fund Total:						14,589.92
73058	03/06/2014	Telephone	CAP - Capital Equip Recovery	CDW Government, Inc.	Software Maintenance-Voice Mail	320.00
0	03/12/2014	Telephone	CAP - Capital Equip Recovery	Data Q-CC	Replacement Telephones	1,407.09
0	03/12/2014	Telephone	CAP - Capital Equip Recovery	Data Q-CC	Replacement Telephones	2,458.00
CAP - Capital Equip Recovery Total:						4,185.09
73059	03/06/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	97.89
73075	03/06/2014	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	3,596.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PSTN-PRI Access/DID Allocation Total:						3,694.37
Fund Total:						7,879.46
73071	03/06/2014	Water Fund	Accounts Payable	IH2 PROPERTIES ILLINOIS LP	Refund Check	105.96
73072	03/06/2014	Water Fund	Accounts Payable	IH2 PROPERTIES ILLINOIS LP	Refund Check	102.38
73073	03/06/2014	Water Fund	Accounts Payable	IH2 PROPERTIES ILLINOIS LP	Refund Check	148.11
73077	03/06/2014	Water Fund	Accounts Payable	ANDREW & TRACY KNUTSON	Refund Check	59.19
73156	03/13/2014	Water Fund	Accounts Payable	CHANDRA MEKA	Refund Check	140.39
73095	03/06/2014	Water Fund	Accounts Payable	TONYA PROVOST	Refund Check	37.78
73100	03/06/2014	Water Fund	Accounts Payable	DAN SEABERG	Refund Check	183.41
73105	03/06/2014	Water Fund	Accounts Payable	JOCELYN SIMS	Refund Check	75.00
73123	03/06/2014	Water Fund	Accounts Payable	BARBARA WILKINSON	Refund Check	10.12
Accounts Payable Total:						862.34
73169	03/13/2014	Water Fund	Contract Maintenance	Q3 Contracting, Inc.	Signs, Arrows	184.80
Contract Maintenance Total:						184.80
0	03/18/2014	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Federal Incc	2,205.26
0	03/05/2014	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Federal Incc	2,343.49
Federal Income Tax Total:						4,548.75
0	03/18/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,142.20
0	03/18/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	267.10
0	03/05/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,200.72
0	03/05/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	280.81
FICA Employee Ded. Total:						2,890.83
0	03/18/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 FICA Empl	1,142.20
0	03/18/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.03.2014 Medicare E	267.10
0	03/05/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 FICA Empl	1,200.72
0	03/05/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2014 Medicare E	280.81
FICA Employers Share Total:						2,890.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73074	03/06/2014	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.03.2014 HRA Emplc	680.99
					HRA Employer Total:	680.99
73093	03/06/2014	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.03.2014 HSA Emplc	48.55
					HSA Employee Total:	48.55
73093	03/06/2014	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.03.2014 HSA Emplo	31.25
					HSA Employer Total:	31.25
73157	03/13/2014	Water Fund	Hydrant Meter Deposits	Mid America Pipe Service	Hydrant Meter Refund	1,100.00
73165	03/13/2014	Water Fund	Hydrant Meter Deposits	Owasso Hills Homeowners Assoc.	Hydrant Meter Refund	400.00
73179	03/13/2014	Water Fund	Hydrant Meter Deposits	Tony Trailer	Hydrant Meter Refund	1,100.00
					Hydrant Meter Deposits Total:	2,600.00
0	03/06/2014	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2014 ICMA Defe	65.00
					ICMA Def Comp Total:	65.00
73113	03/06/2014	Water Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-March 2014	55.61
					Life Ins. Employee Total:	55.61
73113	03/06/2014	Water Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-March 2014	53.42
					Life Ins. Employer Total:	53.42
73113	03/06/2014	Water Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-March 2014	82.67
					Long Term Disability Total:	82.67
73091	03/06/2014	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium-March 2014	370.87
					Medical Ins Employee Total:	370.87
73091	03/06/2014	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium-March 2014	2,274.81

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Medical Ins Employer Total:						2,274.81
0	03/06/2014	Water Fund	Miscellaneous Expense	Grainger-CC	No Receipt-L. Miller	18.86
0	03/06/2014	Water Fund	Miscellaneous Expense	Menards-CC	No Receipt-M. Ross	128.92
0	03/06/2014	Water Fund	Miscellaneous Expense	REI-CC	No Reciept-M. Ross	49.95
0	03/06/2014	Water Fund	Miscellaneous Expense	Suburban Ace Hardware-CC	No Receipt-L. Miller	13.48
0	03/06/2014	Water Fund	Miscellaneous Expense	Suburban Ace Hardware-CC	No Receipt-M. Ross	8.88
0	03/06/2014	Water Fund	Miscellaneous Expense	Target- CC	No Receipt-L. Miller	74.97
Miscellaneous Expense Total:						295.06
73179	03/13/2014	Water Fund	Miscellaneous Revenue	Tony Trailer	Hydrant Meter Refund	-40.00
Miscellaneous Revenue Total:						-40.00
0	03/18/2014	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.03.2014 Post Emplo	183.90
0	03/05/2014	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2014 Post Emplo	193.44
MN State Retirement Total:						377.34
0	03/18/2014	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.03.2014 MNDCP De	227.51
0	03/05/2014	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2014 MNDCP De	227.50
MNDCP Def Comp Total:						455.01
73055	03/06/2014	Water Fund	Operating Supplies	Barton Sand & Gravel Co.	Disposal Loads	1,853.78
0	03/12/2014	Water Fund	Operating Supplies	Batteries Plus-CC	Meter Van Supplies	95.88
73066	03/06/2014	Water Fund	Operating Supplies	Fra-Dor Inc.	Street Supplies	944.00
0	03/12/2014	Water Fund	Operating Supplies	McMaster-Carr-CC	Meter Van Supplies	16.27
0	03/12/2014	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Meter Van Supplies	5.35
Operating Supplies Total:						2,915.28
0	03/18/2014	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,149.34
0	03/05/2014	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,209.04
PERA Employee Ded Total:						2,358.38
0	03/18/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera Emplo	1,149.34
0	03/18/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.03.2014 Pera additio	183.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/05/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera additio	193.44
0	03/05/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2014 Pera Emplo	1,209.04
PERA Employer Share Total:						2,735.72
0	03/18/2014	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.03.2014 State Incom	853.62
0	03/05/2014	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2014 State Incom	916.71
State Income Tax Total:						1,770.33
0	03/04/2014	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2014	15,873.36
73179	03/13/2014	Water Fund	State Sales Tax Payable	Tony Trailer	Hydrant Meter Refund	-1.00
State Sales Tax Payable Total:						15,872.36
0	03/12/2014	Water Fund	Telephone	Sprint- CC	Cell Phones	113.66
0	03/06/2014	Water Fund	Telephone	Vesta-CC	Phone for Utility On Call-Online Pay	54.41
0	03/06/2014	Water Fund	Telephone	Vesta-CC	Phone for Utility on Call-Boost Minu	107.97
Telephone Total:						276.04
73158	03/13/2014	Water Fund	Training	MN AWWA-Mn Dept of Health	Water Operator School-Hill, Immerm	525.00
73159	03/13/2014	Water Fund	Training	MN Dept of Health	Water Operator School for: Hill, Imnr	96.00
Training Total:						621.00
73080	03/06/2014	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2014 IOUE Unioi	170.28
Union Dues Deduction Total:						170.28
0	03/06/2014	Water Fund	Utilities	Xcel Energy	Water Tower	3,703.80
Utilities Total:						3,703.80
0	03/04/2014	Water Fund	Water - Roseville	City of Roseville- Non Bank	January Water	1,127.46
73179	03/13/2014	Water Fund	Water - Roseville	Tony Trailer	Hydrant Meter Refund	-14.00
Water - Roseville Total:						1,113.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	50,264.78
0	03/04/2014	Workers Compensation	Parks & Recreation Claims	SFM-Non Bank	February Work Comp Claims	14.27
					Parks & Recreation Claims Total:	14.27
0	03/04/2014	Workers Compensation	Police Patrol Claims	SFM-Non Bank	February Work Comp Claims	3,539.44
					Police Patrol Claims Total:	3,539.44
0	03/04/2014	Workers Compensation	Sewer Department Claims	SFM-Non Bank	February Work Comp Claims	210.65
					Sewer Department Claims Total:	210.65
0	03/04/2014	Workers Compensation	Street Department Claims	SFM-Non Bank	February Work Comp Claims	315.01
					Street Department Claims Total:	315.01
					Fund Total:	4,079.37
					Report Total:	1,416,650.39

REQUEST FOR COUNCIL ACTION

Date: 03/24/2014
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approve 2014 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:

Massage Therapist License

Shen Jie Fu

New Dragon Acupressure Massage
320 Rosedale Center

Su Jun Guo

New Dragon Acupressure Massage
320 Rosedale Center

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 recommends approval of the license(s).

REQUESTED COUNCIL ACTION

Motion to approve the business and other license application(s) pending successful background checks.

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



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

April - June

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2014

1. Full Legal Name (Please Print) FU SHEN JIE
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

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

5. Driver's License Number _____ State of Issuance _____

6. Ethnicity: _____

7. Sex: _____

8. Email Address _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

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

1705 highway 36w, saint Paul, MN 55113 Rosedale Center New Dragon massage

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?

☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks.

Signature SHen Jie FU

Date 18/3/14

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

License Fee is \$100.00

Make checks payable to: City of Roseville



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

April - June

Massage Therapist License

(Please Print Clearly)
☒ New License ☐ Renewal

For License Year Ending June 30, 2014

1. Full Legal Name (Please Print) GUO SU JUN
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

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

5. Driver's License Number _____ State of Issuance CALIFORNIA

6. Ethnicity: _____

7. Sex: _____

8. Email Address NO Email Address

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

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

1705 highway 36W, Saint Paul, MA5513 Roseale center new prison massage

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?

☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks.

Signature GUO SU JUN

Date 3/18/14

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

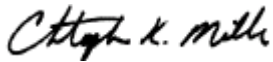
License Fee is \$100.00

Make checks payable to: City of Roseville

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/24/2014
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	Budget / CIP
Fire	Milpro Marine LLC	Rescue boat & trailer (a)	\$24,820.00	CIP
Fire	Clarey's Safety Equipment	Ventilation Fans - 3 (b)	6,623.00	CIP
Fire	Interstate Power Systems	Transmission repair on Fire Vehicle (c)	14,631.00	Budget
IT	CitiesDigital	Laserfiche Software Upgrade (d)	123,220.60	Budget
Storm Sewer	Ess Brothers	Storm sewer lining (e)	49,630.61	CIP
Sanitary Sewer	Truck Utilities Inc.	Replace Ford F350 (f)	33,934.00	CIP
City Hall	Sandstrom Land Mgmt.	Seasonal maintenance (g)	5,124.00	Budget

Comments/Description:

- a) Replaces existing rescue boat and trailer.
- b) Ventilation fans are used for moving smoke and other contaminants out of buildings.
- c) Repair to Fire Department First-Out Engine.
- d) The software upgrade replaces the version purchased in 2005. The amount shown above represents the entire cost to the Metro I-Net group. Roseville's share is \$22,979.56.
- e) To repair deterioration below grade in storm sewer catch basins and manholes.
- f) Purchased off the State Bid Contract. Replaces a 2004 model, and includes a fiberglass service body
- g) Includes seasonal mowing and weeding on the City Hall campus, as well as streetscape elements along County Road C and Twin Lakes Parkway.

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
Fire	Rescue boat & trailer – sale estimate pending

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

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

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

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

35
36 Prepared by: Chris Miller, Finance Director
Attachments: A: 2014 CIP Summary

37

City of Roseville

2014 Capital Improvement Plan Summary

Attachment A

Updated 03/18/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Vehicles	Police	Marked squad replacement (5)	\$ 147,440	1/13/2014	\$ 9,350	\$ 138,090
Vehicles	Police	Unmarked vehicles (2)	46,680		-	-
Vehicles	Police	CSO Vehicle	33,950	1/13/2014	-	-
Vehicles	Fire	Command Unit	45,000	1/13/2014	-	-
Vehicles	Fire	Rescue Boat	18,000	3/24/2014	-	-
Vehicles	Streets	Vehicle #123 Patch Hook Body	100,000		-	-
Vehicles	Streets	Vehicle #124 Oil distribution body/chassis	120,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #501 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #508, 3/4 ton with plow	45,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #533, 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #532, 1/2 ton	25,000		-	-
Vehicles	Skating Center	Replace Zamboni	-	2013 CIP	106,093	(106,093)
Vehicles	Sanitary Sewer	Vehicle #203 1-ton truck	28,000		-	-
Vehicles	Sanitary Sewer	Vehicle #225 Backhoe	50,000		-	-
Total Vehicles			\$ 729,070		\$ 115,443	\$ 31,997
Equipment	Central Services	Postage Machine Rental	\$ 3,340		\$ -	\$ -
Equipment	Central Services	Copier/scanner rentals	78,000	n/a	8,780	69,220
Equipment	Police	Computer equipment	7,210		-	-
Equipment	Police	Office furniture	2,060		-	-
Equipment	Police	Evidence room equipment replacements	2,575		-	-
Equipment	Police	Laptop replacement for squads	5,645		-	-
Equipment	Police	Squad conversion	15,450		-	-
Equipment	Police	Non-lethal weapons	1,545		-	-
Equipment	Police	Long-gun parts	3,090		-	-
Equipment	Police	Sidearm parts	2,060		-	-
Equipment	Police	Tactical gear	5,150		-	-
Equipment	Police	SWAT vests	6,180		-	-
Equipment	Police	Defibrillators	1,545		-	-
Equipment	Police	Radar units	4,120		-	-
Equipment	Police	Stop sticks	1,030		-	-
Equipment	Police	Rear transport seats	2,705		-	-
Equipment	Police	Control boxes	2,575		-	-
Equipment	Police	Radio equipment	15,450		-	-
Equipment	Fire	Firefighter turnout gear	52,800		-	-
Equipment	Fire	Lifepacks - 12	30,000		-	-
Equipment	Fire	Ventilation equipment	6,000	3/24/2014	-	-
Equipment	Fire	equipment tools	8,000		-	-
Equipment	Fire	Head protection	9,000		-	-
Equipment	Fire	Vehicle laptops	11,000		-	-
Equipment	Fire	Rescue Equipment	-	n/a	4,628	(4,628)
Equipment	Engineering	Office furniture	20,000		-	-
Equipment	Streets	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	-	-
Equipment	Streets	Vehicle #153 Trailer Felling	8,000		-	-
Equipment	Streets	Street signs	50,000		-	-
Equipment	Streets	Mower/ Snow blower combo	30,000	1/6/2014	23,943	6,057
Equipment	Streets	Anti-icing Hook setup	20,000	1/13/2014	-	-
Equipment	Maintenance Garage	Replace office furniture	8,000		-	-
Equipment	Park Maintenance	MainTrac software	25,000		-	-
Equipment	Park Maintenance	Park security systems	150,000		-	-
Equipment	Park Maintenance	Unit #520 trailer	5,000		-	-
Equipment	Park Maintenance	Unit #538 portable generator	3,000		-	-
Equipment	Park Maintenance	Snowblower	1,000		-	-
Equipment	Skating Center	Ice show curtain - arena	8,000		-	-
Equipment	Skating Center	OVAL bandy boards	8,000		-	-
Equipment	Communications	Web conferencing equipment: Aspen Room	10,000		-	-
Equipment	Communications	Control room equipment replacements	10,000		-	-
Equipment	Information Technology	Computers, monitors printers	52,200		-	-
Equipment	Information Technology	Network: servers, routers, etc.	62,000		-	-
Equipment	Information Technology	Telephones, UPS, other	14,200		-	-

City of Roseville

2014 Capital Improvement Plan Summary

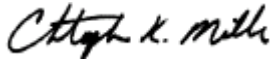
Updated 03/18/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Equipment	Community Dev.	Office furniture	5,500		-	-
Equipment	Community Dev.	Large format printer	5,000		-	-
Equipment	Community Dev.	Computer software	1,500		-	-
Equipment	Water	Water meters, AMR system	530,000		-	-
Equipment	Water	Replace/upgrade SCADA	20,000		-	-
Equipment	Water	Field computer replacement	5,000		-	-
Equipment	Water	Compactor for backhoe	5,000	1/27/2014	-	-
Equipment	Sewer	Replace/upgrade SCADA	20,000		-	-
Equipment	Sewer	Field computer replacement	5,000		-	-
Equipment	Sewer	Compactor for backhoe	-	1/27/2014	-	-
Equipment	Storm Drainage	Replace Unit #115 flair mower	25,000		-	-
Equipment	Storm Drainage	Mower/ Snow blower combo	30,000	1/6/2014	22,193	7,807
Equipment	Storm Drainage	Vehicle #225 Backhoe	50,000		-	-
Equipment	Storm Drainage	Replace/upgrade SCADA	20,000		-	-
Equipment	Storm Drainage	Backhoe compactor	5,000	1/27/2014	-	-
Equipment	Storm Drainage	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	-	-
Equipment	Golf Course	Gas pump and tank replacement	10,000		-	-
Equipment	Golf Course	Greens mowers	27,000		-	-
Equipment	Golf Course	Course netting/deck/shelter	8,000		-	-
Equipment	Golf Course	Cushman	15,000		-	-
Total Equipment			\$ 1,559,930		\$ 59,543	\$ 78,457
Bldgs & Infrastructure	General Facilities	Door card reader	\$ 6,000		\$ -	\$ -
Bldgs & Infrastructure	General Facilities	Replace MUA	30,000		-	-
Bldgs & Infrastructure	General Facilities	Replace Kewanee Boiler @ City Hall	40,000		-	-
Bldgs & Infrastructure	General Facilities	Fire Station #2 repurposing	25,000		-	-
Bldgs & Infrastructure	General Facilities	Overhead door replacement @ PW	15,000		-	-
Bldgs & Infrastructure	General Facilities	Remodel Fire Admin area @ City Hall	35,000		-	-
Bldgs & Infrastructure	General Facilities	Emergency generator	40,000		-	-
Bldgs & Infrastructure	General Facilities	Replace tables and chairs	25,000		-	-
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	5,000		-	-
Bldgs & Infrastructure	Street Lighting	Larpenteur Avenue streetlights	25,000		-	-
Bldgs & Infrastructure	Street Lighting	General replacement - streetlight fixtures	25,000		-	-
Bldgs & Infrastructure	Central Garage	Replace fuel management system	50,000		-	-
Bldgs & Infrastructure	Central Garage	Drill press	2,000		-	-
Bldgs & Infrastructure	Skating Center	Water heater - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Water storage tank - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Refrigeration system - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Lobby Roof - OVAL	85,000		-	-
Bldgs & Infrastructure	Skating Center	Mechanical Room improvements - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Bathroom partitions - OVAL	5,000		-	-
Bldgs & Infrastructure	Pathways	Pathway Maintenance	180,000		-	-
Bldgs & Infrastructure	Pavement Mangement	Mill & Overlay	1,000,000		-	-
Bldgs & Infrastructure	Pavement Mangement	MSA Street Construction / Overlay	1,000,000		-	-
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	5,467,000		-	-
Bldgs & Infrastructure	Water	Water system improvements	700,000		-	-
Bldgs & Infrastructure	Water	Elevated storage tank repairs/painting	800,000		-	-
Bldgs & Infrastructure	Water	Booster station improvements	200,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	900,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	300,000		-	-
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	650,000		-	-
Bldgs & Infrastructure	Golf Course	Course improvements	5,000		-	-
Bldgs & Infrastructure	Golf Course	Parking lot improvements	7,500		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse kitchen equipment	5,000		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse roof replacement	30,000		-	-
Total Buildings & Infrastructure			\$ 11,793,500		\$ -	\$ -
Total - All 2014 CIP Items			\$ 14,082,500		\$ 174,986	\$ 110,454

REQUEST FOR COUNCIL ACTION

Date: 03/24/13
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Approve Amendments to the 2013 Budget

BACKGROUND

The City annually adopts budgets on the basis set forth by State Statute, and generally accepted accounting principles. Although the City adopts a single all-encompassing budget, additional measures are necessary to show that all expenditures within the General Fund and certain Special Purpose Funds are within budget appropriations when presented in the annual financial statements.

The legal level of budgetary control (i.e. the level at which expenditures may not legally exceed appropriations) has been established at the fund level as opposed to line-item or individual programs. It is recognized that the City's Department Heads, under the approval of the City Manager, may make transfers of appropriations within the department. However, if the expenditures exceed the total fund budget a budget amendment must be shown.

It's worth noting, that these types of year-end adjustments are typical for local governments like Roseville given the size and scope of operations. Rather than make numerous budget adjustments throughout the year and incur the significant administrative costs of monitoring the budget on a daily basis, it is customary to reflect the changes in one all-encompassing adjustment. The year-end budget adjustments typically reflect reallocated or additional costs that are offset by unbudgeted grants or donations, fees, or other revenues.

The following amendments to the 2013 Budget are submitted for Council consideration:

Fund	Expense	Amount	Description
General	Contractual Services (a)	\$ 225,000	Summer storm cleanup
General	Contractual Services (a)	16,000	Emerald Ash Borer treatment
General	Police wages & equip. (b)	212,000	Special law enforcement detail
Community Development	Personnel Costs (c)	110,000	Personnel Costs reimbursed by the HRA
Community Development	Temporary wages (c)	25,000	NEP program reimbursed by the HRA
Community Development	Contractual services (d)	8,000	Additional electrical inspection services
Community Development	Capital Outlay (e)	23,000	Vehicle Purchase
Communications	Capital Outlay (f)	50,000	Council Chambers Equipment

Comments:

- a) Paid with General Fund cash reserves
- b) Offset by grants and forfeiture funds
- c) Offset by reimbursements from the HRA

- d) Offset by additional electrical permits.
- e) Originally budgeted for purchase in 2012, but delayed until 2013.
- f) Equipment upgrade was included in the CIP at full amount, but only partial amount in Budget. Offset by additional cable franchise fees.

These amendments are reflected in the attached excerpts of the 2013 Financial Statements (unaudited). The amendments have been incorporated in the column marked 'final' budget.

POLICY OBJECTIVE

Where applicable, budget amendments are made to comply with State Statutes.

FINANCIAL IMPACTS

There are no current year financial impacts. The budget amendments are necessary to demonstrate that previously incurred expenditures are within the adopted budget. Any changes in expected expenditure trends are incorporated into future budgets.

STAFF RECOMMENDATION

Staff has prepared the requested budget amendments and considers them reasonable, within an expected range of adjustment, and in accordance with all applicable State Statutes. It is recommended that the budget amendments be approved. The City's Auditors are tentatively scheduled to make a formal presentation on the 2013 financial statements at the April 21, 2014 Council Meeting.

REQUESTED COUNCIL ACTION

Motion to approve the year-end amendments to the 2013 Budget.

Prepared by: Chris Miller, Finance Director
Attachments: A: Excerpts of the 2013 financial statements (unaudited)

**CITY OF ROSEVILLE, MINNESOTA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES -BUDGET AND ACTUAL
For the Year Ended December 31, 2013**

Attachment A

	Budget		Actual	Variance with
	Original	Final	Amounts	Final Budget
REVENUES				
General property taxes	\$ 10,258,611	\$ 10,258,611	\$ 10,065,348	\$ (193,263)
Intergovernmental revenue	834,000	834,000	1,053,778	219,778
Licenses and permits	366,500	366,500	384,467	17,967
Charges for services	1,025,000	1,025,000	1,241,970	216,970
Fines and forfeits	220,000	220,000	236,510	16,510
Donations	0	0	27,074	27,074
Investment Income	82,826	82,826	18,939	(63,887)
Net increase(decrease) in the fair value of investments	0	0	(260,200)	(260,200)
Miscellaneous	50,000	50,000	137,625	87,625
Total revenues	<u>12,836,937</u>	<u>12,836,937</u>	<u>12,905,511</u>	<u>68,574</u>
EXPENDITURES				
Current				
General government	2,326,984	2,416,984	2,411,123	5,861
Public safety	8,360,421	8,533,421	8,517,680	15,741
Public works	2,149,532	2,339,532	2,333,802	5,730
Total expenditures	<u>12,836,937</u>	<u>13,289,937</u>	<u>13,262,605</u>	<u>27,332</u>
Net change in fund balances	0	(453,000)	(357,094)	95,906
Fund balances - beginning	<u>6,564,987</u>	<u>6,564,987</u>	<u>6,564,987</u>	<u>0</u>
Fund balances - ending	<u>\$ 6,564,987</u>	<u>\$ 6,111,987</u>	<u>\$ 6,207,893</u>	<u>\$ 95,906</u>

The notes to the financial statements are an integral part of this statement.

**CITY OF ROSEVILLE, MINNESOTA
COMMUNITY DEVELOPMENT FUND
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended December 31, 2013**

Attachment A

	Budget			Variance with
	Original	Final	Actual	Final Budget
REVENUES				
Licenses and permits	\$ 989,466	\$ 989,466	\$ 1,245,028	\$ 255,562
Charges for services	136,500	136,500	200,775	64,275
Investment income	0	0	3,394	3,394
Net increase(decrease) in the fair value of investments	0	0	(35,220)	(35,220)
Miscellaneous	26,420	26,420	17,994	(8,426)
Total revenues	<u>1,152,386</u>	<u>1,152,386</u>	<u>1,431,971</u>	<u>279,585</u>
EXPENDITURES				
Current				
Public safety	508,670	596,670	593,542	3,128
Economic Development	<u>537,320</u>	<u>615,320</u>	<u>614,063</u>	<u>1,257</u>
Total expenditures	<u>1,045,990</u>	<u>1,211,990</u>	<u>1,207,605</u>	<u>4,385</u>
Excess of revenues over (under) expenditures	<u>106,396</u>	<u>(59,604)</u>	<u>224,366</u>	<u>275,200</u>
Other Financing Source				
Sale of assets	<u>0</u>	<u>0</u>	<u>3,365</u>	<u>3,365</u>
Net change in fund balances	106,396	(59,604)	227,731	278,565
Fund balance - beginning	<u>367,417</u>	<u>367,417</u>	<u>367,417</u>	<u>0</u>
Fund balance - ending	<u>\$ 473,813</u>	<u>\$ 307,813</u>	<u>\$ 595,148</u>	<u>\$ 278,565</u>

The notes to the financial statements are an integral part of this statement.

**CITY OF ROSEVILLE, MINNESOTA
TELECOMMUNICATIONS FUND
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
For the Year Ended December 31, 2013**

Attachment A

	Budget			Variance with
	Original	Final	Actual	Final Budget
REVENUES				
Cable franchise taxes	\$ 373,698	\$ 373,698	\$ 424,812	\$ 51,114
Investment Income	1,000	1,000	1,316	316
Net increase(decrease) in the fair value of investments	<u>0</u>	<u>0</u>	<u>(19,048)</u>	<u>(19,048)</u>
Total revenues	<u>374,698</u>	<u>374,698</u>	<u>407,080</u>	<u>32,382</u>
EXPENDITURES				
Current				
General government				
Personal services	169,650	169,650	177,533	(7,883)
Supplies & materials	2,550	2,550	1,401	1,149
Other services & charges	192,495	192,495	177,808	14,687
Capital outlay	<u>10,003</u>	<u>60,003</u>	<u>56,801</u>	<u>3,202</u>
Total expenditures	<u>374,698</u>	<u>424,698</u>	<u>413,543</u>	<u>11,155</u>
Net change in fund balances	0	(50,000)	(6,463)	43,537
Fund balances - beginning	<u>591,108</u>	<u>591,108</u>	<u>591,108</u>	<u>0</u>
Fund balances - ending	<u>\$ 591,108</u>	<u>\$ 541,108</u>	<u>\$ 584,645</u>	<u>\$ 43,537</u>

REQUEST FOR COUNCIL ACTION

Date: 3/24/14
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Approve Metropolitan Council Environmental Services Clean Water Fund Grant Agreement No. SG2014-002 for the Sewer Lateral Grant Program

BACKGROUND

The Metropolitan Council was awarded funds from the last bonding bill at the state legislature for a private sewer lateral grant program to help with the reduction of Inflow and Infiltration (I&I). One million dollars was appropriated in Clean Water Fund monies for grants to homeowners for replacement of sanitary sewer services.

Homeowners are eligible for one third of the replacement costs, up to \$2,000. Cities with a history of excessive I&I are eligible to participate in this program, including Roseville. The city will serve as the grant administrator for Met Council.

On November 18, 2013, the City Council adopted Resolution No. 11110 authorizing Roseville's participation in this grant program. To date, the City has received four complete applications, and is working with several other residents on potential applications for the grant. Met Council has indicated that only about half of the monies have been spent (encumbered) thus far.

POLICY OBJECTIVE

The City is required to limit inflow and infiltration into its sanitary sewers under Met Council regulation. Reducing I&I lowers costs for treatment and reduces sewer rates.

FINANCIAL IMPACTS

This program has the potential to help reduce sanitary sewer costs. It is also a benefit and incentive for reinvestment in residential properties in the City of Roseville.

STAFF RECOMMENDATION

Staff recommends that the City Council approve Metropolitan Council Clean Water Fund Grant Agreement No. SG2014-002 for grants to homeowners for replacement of sanitary sewer services

REQUESTED COUNCIL ACTION

Approval of Metropolitan Council Clean Water Fund Grant Agreement No. SG2014-002 monies for grants to homeowners for replacement of sanitary sewer services.

Prepared by: Kristine Giga, Civil Engineer
Attachment: A: Metropolitan Council Clean Water Fund Grant Agreement No. SG2014-002

METROPOLITAN COUNCIL
CLEAN WATER FUND GRANT AGREEMENT NO. SG2014-002

This Clean Water fund Grant Agreement ("Grant Agreement") is entered into this _____ [date of signature by both parties] between the Metropolitan Council, a public corporation and political subdivision of the State of Minnesota ("Met Council") and the City of Roseville, a municipal corporation ("Grantee").

RECITALS

1. The Minnesota Legislature, by Minnesota Laws 2013, chapter 137, article 2, section 9, appropriated to the Met Council funds from the Legacy Amendment's Clean Water Fund ("Clean Water Fund" or "clean water fund") for State fiscal years 2014 and 2015, for grants and loans for local sanitary sewer inflow and infiltration reduction ("I/I") programs addressing high priority areas in the metropolitan area as defined in Minnesota Statutes section 473.121, subdivision 2.

2. The Met Council is authorized by Minnesota Statutes sections 473.129, subdivision 4 and 473.504, subdivision 5 to apply for and use grants from the State for any Metropolitan Council purpose and may dispose of the money in accordance with the terms of the appropriation.

3. The Grantee is authorized by [statutory or other authority] to receive grants from the Clean Water Fund to protect, enhance and restore water quality in lakes, rivers and streams, to protect groundwater from degradation and protect drinking water sources.

4. On September 25, 2013, Met Council authorized the granting of portions of the appropriation to the Grantees for completion of the grant program, the portion for Grantee defined ahead in this Agreement as "Grantee Program."

5. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the reasonable satisfaction of the Met Council.

GRANT AGREEMENT

1. Term of Grant Agreement.

1.1. **Effective Date.** The effective date of this Grant Agreement is the date on which the Grant Agreement has been duly executed by both parties.

1.2. **Grant Activity Period.** The first day of the month following the Effective Date through and including the expiration date.

1.3. **Expiration Date.** The latter of (i) 2 years after final distribution of funds to Grantee; or (ii) until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.4. **Survival of Terms.** The following clauses survive the expiration, termination or cancellation of this Grant Agreement; 9. Liability and Insurance; 10. Audits; 11. Government Data Practices; 13. Data Availability; 14. Governing Law, Jurisdiction and Venues; 16. Data Disclosure; 18. Future Eligibility.

2. Duties, Representations and Warranties of Grantee and Use of Grant Funds.

2.1. The Grantee agrees to conduct, administer and complete in a satisfactory manner the program ("Grantee Program") which is described in Grantee's application to Met Council for assistance under the Met Council's Clean Water Fund grant program, which application is incorporated into this Grant Agreement as **Exhibit A**, and in accordance with the terms and conditions of this Grant Agreement. Specifically, the Grantee agrees to perform the "Grantee Program" in accordance with a specific timeline, all as described in **Exhibit A** and to undertake the financial responsibilities described in **Exhibit A** to this Grant Agreement. The Grantee has the responsibility for and obligation to complete the "Grantee Program" as described in **Exhibit A**. The Met Council makes no representation or warranties with respect to the success and effectiveness of the "Grantee Program". The Met Council acknowledges that "Grantee Program" work may be limited to soliciting participation by building owners in the "Grantee Program" and requires additional work by the Grantee only to the extent that building owners choose to participate in the "Grantee Program", all as described in the Grantee's application attached as **Exhibit A**.

The Grant Funds cannot be used for:

- Normal municipal operating or overhead costs, including such related to the Grantee Program;
- Grantee's own public sewer infrastructure costs, except for: (i) service laterals to connect city buildings to sewer pipes, or (ii) city owned portions of service laterals under right-of-way;
- The cost of studies;
- Engineering costs;
- Planning costs; and
- For equipment, machinery, supplies or other property to conduct the Grantee Program, except for equipment, supplies or other property which is used primarily for the Grantee Program and is specifically listed in **Exhibit A**.

2.2. Grantee Representations and Warranties. The Grantee further covenants with and represents and warrants to Met Council, as follows:

A. It has the legal authority to enter into, execute and deliver this Grant Agreement and all documents referred to herein, has taken all actions necessary to its execution and delivery of such documents and has provided to Met Council a copy of the resolution by its governing body which authorizes Grantee to enter into this Agreement, to undertake the Clean Water Fund Grant Program, including the Grantee financial responsibilities as shown in **Exhibit A** and which also designates an authorized representative for the Grantee Program who is authorized to provide certifications required in this Grant Agreement and submit pay claims for reimbursement of Grantee Program costs.

B. It has legal authority to conduct and administer the Grantee Program and use the Grant Funds for the purpose or purposes described in this Agreement.

C. This Grant Agreement and all other documents referred to herein are the legal, valid and binding obligations of the Grantee enforceable against the Grantee in accordance with their respective terms.

D. It will comply with all of the terms, conditions, provisions, covenants, requirements, and warranties in this Agreement, and all other documents referred to herein.

E. It will comply with all of the provisions and requirements contained in and imposed by the Clean Water Funding legislation and appropriations from Clean Water Fund legislation, except as explicitly stated in this Grant Agreement that compliance will be handled by the Council.

F. It has made no material false statement or misstatement of fact in connection with the Grant Funds, and all of the information it has submitted or will submit to the Council relating to the Grant Funds or the disbursement of any of the Grant Funds is and will be true and correct. It agrees that all representations contained in its application for the Clean Water Fund Grant are material representations of fact upon which the Council relied in awarding this Grant and are incorporated into this Agreement by reference.

G. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no material actions, suits, or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it and is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into this Grant Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.

H. Neither the execution and delivery of this Grant Agreement or any document referred to herein nor compliance with any of the terms, conditions, requirements, or provisions contained in any of such documents is prevented by, is a breach of, or will result in a breach of, any term, condition, or provision of any agreement or document to which it is now a party or by which it is bound.

I. The Grantee Program will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

J. The Grantee Program will be conducted in full compliance with all applicable laws, statutes, rules, ordinances, and regulations issued by any federal, state, or other political subdivisions having jurisdiction over the Grantee Program.

K. It has complied with the financial responsibility requirements contained in **Exhibit A**.

L. The Grantee Program will be conducted substantially in accordance with **Exhibit A** by the Completion Date as stated in **Exhibit A**.

M. It shall furnish such satisfactory evidence regarding the representations described herein as may be required and requested by the Met Council.

3. Time.

Grantee must comply with all time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. Eligible Costs.

Eligible costs are those costs incurred by parties within the jurisdiction of the Grantee generally only for sewer service lateral repairs or replacements and foundation drain disconnections as described in **Exhibit A**. The Grantee shall not be reimbursed for non-eligible costs. Any cost not defined as an

eligible cost or not included in the Grant Grantee Program or approved in writing by the Council is a non-eligible cost.

5. Consideration and Payment.

5.1 **Consideration.** The Met Council will reimburse Grantee for eligible costs performed by the Grantee during the Grant Period in an amount of up to the prequalified work's grant amount ("Grant Amount"). The Met Council shall bear no responsibility for any cost overruns that may be incurred by the Grantee or subrecipients of any tier in the performance of the Grantee Program. The initial Grant amount to Grantee under this Grant Agreement is **\$4,581.11**. The Grantee will be eligible to receive additional Grant amounts or an adjustment in Grant amount in accordance with the procedure set forth in the Grant Amendment Form attached hereto and made a part hereof as Exhibit B. Upon signature by both Grantee and Met Council on Exhibit B this Grant is amended by the amount of increase or decrease approved by Met Council in Exhibit(s) B.

5.2. **Advance.** The Met Council will make no advance of the Grant Amount to Grantee. The disbursement of the Grant Amount shall be in the form of reimbursement for eligible costs as provided ahead in this Section 5.

5.3. **Payment.** To obtain payment under this Grant Agreement, the Grantee shall submit a Reimbursement Request/Progress Report on forms provided by or acceptable to the Met Council. Reimbursement Request/Progress Reports may be submitted once per month after this grant agreement has been executed, but must be submitted at least semi-annually by December 1 and June 1 of each calendar year of the grant period. The Grantee shall describe its compliance with its the financial requirements and construction work completed and specific addresses where work was undertaken in connection with the grant and shall provide sufficient documentation of grant eligible expenditures and such other information as the Met Council's staff reasonably requests. The Met Council will promptly pay the Grantee after the Grantee presents to the Met Council a Reimbursement Request/Progress Report and an itemized invoice for all eligible services actually performed and the Met Council's Authorized Representative accepts the invoiced services.

6. Conditions of Payment.

6.1. The Grantee must certify to the Council that work at each site for which payment is requested is done, that Grantee has received receipts for such work, that the work was not performed in violation of federal, Met Council, or local law or regulation and that Grantee has issued the appropriate permits for the work completed in the Grantee Program.

6.2. **Conditions Precedent to Any Reimbursement Request.** The obligation of the Met Council to make reimbursement payments hereunder shall be subject to the following conditions precedent:

A. The Met Council shall have received a Reimbursement Request/Progress Report for such amount of funds being requested for which the amounts for each individual site have been pre-qualified by Met Council.

B. The Met Council shall have received evidence upon request, and in form and substance acceptable to the Met Council, that (i) the Grantee has legal authority to and has taken all actions necessary to enter into this Agreement and (ii) this Agreement is binding on and enforceable against the Grantee.

C. The Met Council shall have received evidence upon request, and in form and substance acceptable to the Met Council, that all applicable and required building permits, other permits, bonds and licenses necessary for each site included in the Grantee Program including, where applicable, operation of the site, have been paid for, issued and obtained, other than those permits, bonds and licenses which may not lawfully be obtained until a future date or those permits, bonds and licenses which in the ordinary course of business would normally not be obtained until a later date and that each site under the Grantee Program is active and serving an occupied building.

D. No Event of Default under this Grant Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.

E. The Grantee has supplied to the Met Council all other items that the Met Council may reasonably require to assure good fiscal oversight of state's funding through the Clean Water Fund.

7. Authorized Representative.

The Met Council's Authorized Representative is:

Name: John Atkins or successor
Title: MCES Manager, Budget
Mailing Address: 390 North Robert Street
St. Paul, MN 55101
Phone: (651) 602-1020
E-Mail Address: john.atkins@metc.state.mn.us

or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the Met Council's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is:

Name: Kristine Giga, Civil Engineer
Mailing Address: 2660 Civic Center Drive, Roseville, MN 55113
Phone: 651-792-7048
E-Mail Address: kristine.giga@ci.roseville.mn.us

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Met Council and within 30 days provide a new City resolution (if such resolution is necessary) specifying the new Representative.

8. Assignment, Amendments, Waiver, and Grant contract Complete.

8.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Met Council and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

8.2 Amendments. Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office.

8.3 Waiver. If the Met Council fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

8.4 Grant Contract Complete. This Grant Agreement contains all negotiations and agreements between the Met Council and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

9. Liability and Insurance.

9.1 Liability. The Grantee and the Met Council agree that they will, subject to any indemnifications provided herein, be responsible for their own acts and the results thereof to the extent authorized by law, and they shall not be responsible for the acts of the other party and the results thereof. The liability of the Met Council is governed by the provisions contained in Minn. Stat. Chapter 466 as it may be amended, modified or replaced from time to time. The liability of the Grantee, including but not limited to the indemnification provided under Section 10.2 is governed by the provisions contained in such Chapter 466.

9.2

9.2 Indemnification by the Grantee. The Grantee shall bear all losses, expenses (including attorneys' fees) and damages in connection with the Grantee Program and agrees to indemnify and hold harmless the Met Council, its agents, servants and employees from all claims, demands and judgments made or recovered against the Met Council, its agents, servants and employees, because of bodily injuries, including death at any time resulting therefrom, or because of damages to property, or others (including loss of use) from any cause whatsoever, arising out of, incidental to, or in connection with the Grantee Program whether or not due to any act of omission or commission, including negligence of the Grantee or any contractor or his or their employees, servants or agents, and whether or not due to any act of omission or commission (excluding, however, negligence or breach of statutory duty) of the Met Council, its employees, servants or agents.

Grantee further agrees to indemnify, save and hold the Met Council, its agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation by the Grantee, its officers, employees, or agents, or any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or incurred to enforce the provisions contained in Section 11.

The Grantee's liability hereunder shall not be limited to the extent of insurance carried by or provided by the Grantee, or subject to any exclusions from coverage in any insurance policy.

The Grantee shall maintain or require to be maintained adequate insurance coverage for the Grantee Program in such amounts with such limits as it determines in good faith to be reasonable or in such amounts and with such limits as may be reasonably required for participating cities by the Met Council from time to time.

9.3 Relationship of the Parties. Nothing contained in this Grant Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners or a joint venture between the Grantee and the Met Council, nor shall the Grantee be considered or deemed to be an agent, representative, or employee of the Met Council in the performance of this Grant Agreement, or the Grantee Program.

The Grantee represents that it has already or will secure or cause to be secured all personnel required for the performance of this Grant Agreement and the Grantee Program. All personnel of the Grantee or

other persons while engaging in the performance of this Grant Agreement the Grantee Program shall not have any contractual relationship with the Met Council related to the work of the Grantee Program and shall not be considered employees of the Met Council. In addition, all claims that may arise on behalf of said personnel or other persons out of employment or alleged employment including, but not limited to, claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Grantee, its officers, agents, contractors, or employees shall in no way be the responsibility of the Met Council. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the Met Council, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

10. Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract are subject to examination by the Met Council and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the termination date of this Grant Agreement.

11. Government Data Practices.

The Grantee and Met Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as it applies to all data provided by the Met Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the Met Council. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the Met Council.

12. Workers' Compensation.

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered Met Council employees. Any claims that may arise under the Minnesota Workers Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Met Council's obligation or responsibility.

13. Data Availability.

To the extent and as requested by the Council, Grantee agrees to comply with Minn. Stat. § 114D.50, subd. 5 requirements for data collected by the Grantee Programs funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness and infrastructure investments, including but not limited to the requirement that to the extent practicable, summary data and results of Grantee Programs funded with money from the Clean Water Fund should be readily accessible on the internet and identified as a Clean Water Fund Grantee Program. The Council will put overall summary information on the internet and will not request that the Grantee put its city information on the web if Grantee receives total Grant funds pursuant to this Agreement in an amount of under one hundred thousand dollars (\$100,000). Grantee understands and agrees that Council may list its name and summary information on the internet or in any other Grantor reporting.

14. Governing Law, Jurisdiction, and Venue.

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. Termination.

The Met Council may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment for services prequalified and satisfactorily performed before the termination notice.

16. Data Disclosure.

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its federal employer tax identification number, and/or Minnesota tax identification number, already provided to the Met Council, to federal and state tax agencies and Met Council personnel involved in the payment of Met Council obligations. Grantee will require compliance with this Section 16 by Grantee's subrecipient of Grant funds and shall submit evidence of such compliance to Met Council as requested.

17. Notices.

In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and shall be sufficient if personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the business address of the party to whom it is directed. Such business address shall be that address specified below or such different address as may hereafter be specified, by either party by written notice to the other:

To the Grantee at:

City of Roseville
2600 Civic Center Drive
Roseville, MN 55113
Attention: Kristine Giga, Civil Engineer

To the Met Council at:

Metropolitan Council
390 Robert Street North
St. Paul, MN 55101
Attention: Regional Administrator

With copy to:

MCES General Manager
Metropolitan Council Environmental Services
390 Robert Street North
St. Paul, MN 55101

MCES Finance Director
Metropolitan Council Environmental Services
390 Robert Street North
St. Paul, MN 55101

18. Miscellaneous.

18.1 Report to Legislature. As provided in Minn. Stat. § 3.195, the Met Council must submit a report on the expenditure and use of money appropriated under the Clean Water Fund to the legislature by January 15 of each year. The report must detail the outcomes in terms of additional use of Clean Water Fund resources, user satisfaction surveys, and other appropriate outcomes. The grantee agrees to provide to the Met Council by January 1 of each year a report on any user satisfaction surveys it has related to this Grantee Program, and other appropriate outcomes of the Grantee Program as prescribed in Section 18.3 of this Agreement.

18.2 Supplement. The funds granted under this agreement are to supplement and shall not substitute for traditional sources of funding. Therefore, the Grantee hereby certifies to the Met Council that there was and is no traditional Grantee sources of funding for the City to help fund one-third (1/3) of the subject I/I mitigation work. Further the City agrees it will inform the Council immediately if other funds for this type of work become available.

18.3 Measureable Outcomes. To the extent and upon request of the Council, Grantee agrees to demonstrate compliance with the following: A Grantee Program or program receiving funding from the Clean Water Fund must meet or exceed the constitutional requirement to protect, enhance, and restore water quality in lakes, rivers and streams and to protect groundwater and drinking water from degradation. A Grantee Program or program receiving funding from the Clean Water Fund must include measurable outcomes, as defined in section 3.303, subdivision 10, and a plan for measuring and evaluating the results. A Grantee Program or program must be consistent with current science and incorporate state-of-the-art technology. All information for funded Grantee Program work, including the proposed measurable outcomes, must be made available for publication on the Web site required under section 3.303, subdivision 10, as soon as practicable and forwarded to the Met Council and the Legislative Coordinating Commission under the provisions of Minn. Stat. § 3.303, subd. 10. The Grantee must compile and submit all information for funded Grantee Programs or programs, including the proposed measurable outcomes and all other items required under section 3.303, subdivision 10, to the Met Council and, if requested by the Council, the Legislative Coordinating Commission as soon as practicable or by January 15 of the applicable fiscal year, whichever comes first.

18.4 Minn. Stat. § 16B.98. Grants funded by the Clean Water Fund must be implemented according to section 16B.98 and must account for all expenditures.

18.5 Benefit to Minnesota Waters. Money from the Clean Water Fund may only be spent on Grantee Programs that benefit Minnesota waters.

18.6 Website. If the Grantee has information on its website about the I/I grant program pursuant to Minn. Stat. § 114D.50, the Grantee shall, when practicable, prominently display on the Grantee's Website home page the Legacy logo required under Laws 2009, chapter 172, article 5, section 10, as amended by Laws 2010, chapter 361, article 3, section 5, accompanied by the phrase "Click here for more information." When a person clicks on the Legacy logo image, the Web site must direct the person to a Web page that includes both the contact information that a person may use to obtain

additional information, as well as a link to the Council's and Legislative Coordinating Commission Website required under section 3.303, subdivision 10.

18.7 Future Eligibility. Future eligibility for money from the Clean Water Fund is contingent upon the Grantee satisfying all application requirements related to Council's fulfillment of Minn. Stat. § 114D.50 as well as any additional requirements contained in 2013 Session Laws chapter 137, article 2, section 9.

18.8 Data Availability. Data collected by the Grantee Programs, if any, funded with money from the Clean Water Fund that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments must conform to the enterprise information architecture developed by the Office of MN.IT Services. Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Minnesota Geospatial Information Office. A description of these data that adheres to the Office of MN.IT Services geographic metadata standards must be submitted to the Minnesota Geospatial Information Office to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under chapter 13. To the extent practicable, summary data and results of the Grantee Program funded with money from the clean water fund should be readily accessible on the Internet and identified as a Clean Water Fund Grantee Program.

18.9 Constitutionally Dedicated Funding Accountability. Pursuant to Minnesota Statutes § 3.03, subd. 10, the Grantee shall submit the following additional information as deemed necessary by the Met Council to comply with Minn. Stat. § 3.03 subd. 10, to the Met Council by January 15 of each fiscal year:

- (i) the name of the Grantee Program and a Grantee Program description;
- (ii) the name, telephone number, members of the City Council or equivalent governing body, and e-mail address of the funding recipient and, when applicable, the Website address where the public can directly access detailed information on the recipient's receipt and use of money for the Grantee Program;
- (iii) the amount and source of funding, including the state fiscal year of the appropriation;
- (iv) the amount and source of any additional funding or leverage;
- (v) the duration of the Grantee Program;
- (vi) the number of full-time equivalents funded under the Grantee Program. For the purposes of this item, "full-time equivalent" means a position directly attributed to the receipt of money from one or more of the funds covered under this section, calculated as the total number of hours planned for the position divided by 2,088;
- (vii) the direct expenses and administration costs of the Grantee Program;
- (viii) proposed measurable outcomes and the plan for measuring and evaluating the results;
- (ix) for pass-through, noncompetitive grants, the entity acting as the fiscal agent or administering agency and a point of contact for additional information;

(x) actual measured outcomes and evaluation of Grantee Programs as required under 114D.50, subdivision 4; and

(xi) education about the areas and issues the Grantee Programs address, including, when feasible, maps of where Grantee Programs have been undertaken;

All information for proposed and funded Grantee Programs, including the proposed measurable outcomes, must be made available on the Web site as soon as practicable. Information on the measured outcomes and evaluation must be posted as soon as it becomes available. For purposes of this section, "measurable outcomes" means outcomes, indicators, or other performance measures that may be quantified or otherwise measured in order to measure the effectiveness of a Grantee Program or program in meeting its intended goal or purpose.

18.10 Prevailing Wages. The Grantee agrees to comply with all of the applicable provisions contained in chapter 177 of the Minnesota Statutes, and specifically those provisions contained in Minn. Stat. §§ 177.41 through 177.435, as they may be amended, modified or replaced from time to time with respect to the Grantee Program. By agreeing to this provision, the Grantee is not acknowledging or agreeing that the cited provisions apply to the Grantee Program.

18.11. E-Verification. The Grantee agrees and acknowledges that it is aware of Governor's Executive Order 08-01 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

18.12. General Provisions.

(i) Grants. The Grantee shall implement this Grant Agreement according to Minnesota Statutes, section 16B.98, and shall account for all expenditures of funds.

(ii) Lawsuit. This Grant shall be canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.

(iii) Termination Due to Lack of Funds. Grantee recognizes that Council's obligation to reimburse Grantee for eligible Grantee Program costs is dependent upon Council's receipt of funds from the State of Minnesota appropriated to Council under 2013 Session Laws Chapter 137, Section 17. Should the State of Minnesota terminate such appropriation or should such funds become unavailable to Council for any reason, Council shall, upon written notice to Grantee of termination or unavailability of such funds, have no further obligations for reimbursement or otherwise under this Grant Agreement. In the event of such written notice to Grantee by Council of termination or unavailability of funds, Grantee has no further obligation to complete the Grantee Program as required by this Grant Agreement.

19. Default and Remedies.

19.1 Defaults. The Grantee's failure to fully comply with all of the provisions contained in this Grant Agreement shall be an event of default hereunder ("Event of Default").

19.2. Remedies. Upon an event of default, the Met Council may exercise any one or more of the following remedies:

- a. Refrain from disbursing the Grant;
- b. Demand that all or any portion of the Grant already disbursed be repaid to it, and upon such demand the Grantee shall repay such amount to the Met Council.
- c. Enforce any additional remedies the Met Council may have at law or in equity.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on or as of the date first above written.

METROPOLITAN COUNCIL

By: _____
Regional Administrator

Date: _____

GRANTEE:

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

By: _____

Date: _____

By: _____

Date: _____

EXHIBIT A

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES

2013 CLEAN WATER FUND INFLOW & INFILTRATION (I&I) GRANT APPLICATION FORM

NOTICE TO APPLICANTS: Submission of this application form confirms your city's intention to participate in the Metropolitan Council Environmental Services (MCES) 2013 Clean Water Fund I/I Grant program (Grantee Program).

Applicants must review the Program design and process details which, along with other valuable information on the MCES Inflow and Infiltration (I&I) Program, can be found at the following link:

[http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-\(I-I\)-Program.aspx](http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-(I-I)-Program.aspx)

Pre-qualification of individual projects is mandatory and becomes the basis for determining initial grant agreement amounts. The pre-qualification information submitted, whether with this form or submitted separately, becomes a part of Exhibit A.

Grant agreements will be sent for signature 1) when your city requests one, 2) when your city submits at least 15 pre-qualification requests that meet the requirements for funding, or 3) when the total amount of funding available from the Clean Water Fund has been encumbered, whichever occurs first. Funds are available on a 'first qualified, first serve' basis.

MCES will accept and review pre-qualification requests from cities that have completed this application process until all of the funds appropriated in 2013 from the Clean Water Fund have been encumbered. After the initial grant agreement is signed, additional submittals will result in follow up letters from MCES which become part of this Agreement specifying the additional amounts the Council will encumber. Grant agreements include an Exhibit B which is the anticipated letter for readily adding additional pre-qualified projects (assuming funding is available).

CITY NAME: City of Roseville

The City's designated authorized representative (all correspondence and city responsibility regarding participation in the Grantee Program should be addressed to individual named below) is:

NAME: Kristine Giga
TITLE: Civil Engineer
STREET: 2660 Civic Center Drive
CITY, ZIP: Roseville, MN 55113
PHONE: 651-792-7048
EMAIL: kristine.giga@ci.roseville.mn.us

A city resolution confirming this individual's authority and certification that s/he has read the program details documents must be included when returning signed document.

Once a city is approved to participate in the Program, the following information is required for each project submitted for pre-qualification:

- Owner name and building address
- Date and copy of contractor bid/estimate (date we will use in ranking first qualified, first served)
- Type of building (Single Family, Multi-family, Commercial)
- Type of work proposed
- Affirmative statement of the City that the building is in use.

MCES will email the City's authorized representative notification of the funding determination for each project submitted for pre-qualification within 10 working days of submission. This allows your city the option of remitting to property owners with the timing at your discretion and under your terms.

Work must be done and claims for pre-qualified projects must be submitted within one (1) year of contractor bid/estimate, unless, prior to expiration, MCES receives and approves a written justification for extension, including a new proposed completion date.

To receive payment for completed projects, cities must submit a claim (in a format of your choosing) that includes all of the following information:

- Owner name and building address
- Total project cost
- Date of city inspection (to certify work was completed)
- Statement attesting to retention of auditable records

Within 30 days of receipt of claim, MCES will remit to cities in amounts identifiable to specific projects, subject to limits as prescribed by program design and grant agreement (i.e. 1/3 of total eligible project costs to a maximum of \$2,000 per site).

Questions may be directed to the MCES Program Administrator:

John Atkins
MCES Budget Manager
390 Robert Street North
St. Paul, MN 55101-1805
Phone: (651) 602-1020
Email: john.atkins@metc.state.mn.us

QUICK REFERENCE FACT SHEET: I/I Clean Water Fund Grant Program

(this is for reference only; should anything herein be contradicted by the Agreement language, the Agreement terms prevail).

1. Community Eligibility:

- a) Communities eligible include:
 - o The 50 metro area communities eligible under the Public Infrastructure bond grant program offered in 2012(and ongoing)
 - o In addition, during 2013 and during the grant program any communities that receive an I/I surcharge notice for the first time from MCES and are required to take some action will also be eligible.
- b) Communities eligible per (a) above must also must pre-apply and sign a standard Council grant agreement, before any eligible expenses can be submitted for reimbursement. Agreements shall require that communities:
 - o Entirely pass through grants received (as is being done by MCES).
 - o Cooperate with pre-qualification requirements of MCES, and screening of eligibility.
 - o Sign certifications of work done to receive grants.
 - o Retain records, and cooperate with any audit.
 - o Do communications with retail applicants.
 - o Issue plumbing permits for all eligible repairs.
 - o Report quantitative info of fixes, for MCES reporting to state.

2. Repair Eligibility:

- a) Grants are only for non-municipal sewer infrastructure (i.e. municipally owned trunks and lateral pipes, lift stations and other related appurtenances are **not** eligible).
- b) A prequalification is mandatory. Retail applicants will submit a dated contractors bid/estimate for the repair to their City.
- c) Types of repairs eligible include:
 - i. Any rehabilitation or service line replacement, either in part, or in its entirety that is owned and maintained by the property owner (private, governmental, institutional), between its connection to the municipally owned trunk or lateral system and the first cleanout inside the building shall be eligible for grant reimbursement., and
 - ii. In addition, foundation drain disconnections will be eligible.
 - iii. City owned service laterals under 'Right of Way' qualify subject to all terms and conditions herein as long as the full connection to service line is repaired.
- d) The private service line or foundation drain must be active and serving an occupied building.
- e) All repairs and replacements must be made with materials and methods consistent with local codes.

- f) The completed improvement must be inspected and found acceptable *by the city* having jurisdiction for said improvements.

3. Eligible Costs:

- a. Eligible expenses are for out-of-pocket costs of a repair only, may not include any owner labor costs.
- b. Inspection costs are allowable ONLY if the service line inspected results in eligible repairs.
- c. Eligible expenses are eligible for reimbursement for work inspected no sooner than July 1, 2013.
- d. MCES grants are **1/3 of actual, reasonable and verifiable eligible repair costs**, but limited to \$2000 maximum per site. Note: Given the regional sewer, city sewer and private benefit, a City and private match are proposed so funding would be 1/3 regional, 1/3 municipal, and 1/3 private (if total cost is \$6000 or less). However, the City match is not mandatory (this does not change the MCES grant limit of 1/3 of eligible costs and max of \$2000 per site).

4. Process:

- a. Eligible cities need to first apply and be approved to participate in the program.
- b. Monthly, participating cities screen & submit requests in batch for prequalification of individual site work.
 - i. Each individual request must include the following information:
 - Owner name and building address
 - Date of contractor bid/estimate (for use in ranking first come, first served)
 - Type of building (Single Family, Multi-family, Commercial)
 - Type of work proposed
 - City affirmation that the building is being used
- c. MCES reviews technical details and approves by site, within 10 business days. MCES to encumber the amounts prequalified. MCES can only approve up to the full amount of the \$1 million appropriation. If within a month, qualified applications submitted to MCES exceed the amount available, the dates of the contractor bid/estimates will be used to determine the approvals (first qualified, first served) and the remaining projects will be put on waiting list for further funding when available. If there are multiple qualified applications with contractor dates on the same day that cannot be fully funded, MCES will use a random assignment method to select those funded.
- d. Agreements will be sent to cities for signature and, upon return with the first requests for prequalification, signed by Council and executed copies returned to the City.
- e. Cities must notify retail applicants of approval decisions and that the approved amount is the maximum grant from MCES. In addition that following the work completion, that the applicant must submit actual receipts for work to get the rebate.
- f. Cities to send info to MCES, basically certifying that the work was done and records auditable.
- g. Within 30 days, MCES remits to Cities in amounts identified to specific individual site(s). Cities choose when to remit to property owner(s).
- h. MCES to reduce encumbrances. If claims are reimbursed in less than the prequalified amounts, the released funding will become available for next applications in line (by contractor date).

EXHIBIT B

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES

2013 CLEAN WATER FUND INFLOW & INFILTRATION (I&I) GRANT AMENDMENT FORM

NOTICE TO GRANTEE: Submission of this form is required to modify your city's signed agreement with Metropolitan Council Environmental Services (MCES) 2013 Clean Water Fund I/I Grant program (Grantee Program).

Subsequent to determination of your city's initial grant amount, completion and submission of this form is necessary when: 1) you are submitting additional projects requesting pre-qualification, or 2) when your city has determined that previously approved projects will not be completed, or cost less than the amount for which they were pre-qualified.

You agree you have reviewed the program design and process details which, along with other information on the MCES Inflow and Infiltration (I&I) Program, which can be found at the following link:

[http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-\(I-I\)-Program.aspx](http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges/MCES-Inflow-and-Infiltration-(I-I)-Program.aspx)

The process for modifying your agreement is as follows:

1. Your City's designated authorized representative submits Exhibit B to MCES, with an attachment itemizing request(s) for a) pre-qualification of additional projects and/or b) changes to prior prequalified amounts.
2. Upon receipt of signed Exhibit B, MCES's Program Administrator modifies the agreement, simply by inclusion of the Exhibit B in the contract file and sends confirmation of new grant amount to City's designated authorized representative.

These steps will occur electronically and MCES requires City retention of signed documents to be made available upon request.

Instructions: Indicate the date of your change request in #1 box. Indicate the number of this particular change request in #2 box. Enter the current grant agreement amount (as MCES approved) in #3 box. Enter the amount to increase the grant amount by in #4 box. This number must agree with itemized project sites as included in the attachment you submit. Be sure to include all required site information. In #5 box, indicate the amount to decrease the grant agreement due to deleting or changing amounts for previously approved projects. Please provide a written detailed explanation that identifies the specific project(s) removed/changed from funding agreement. Enter in #6 box the amount derived from adding #3 to #4 and subtracting #5.

1. Date of change request:

2. Change request number:

3. Current Grant Agreement Amount (as MCES approved):

4. Total request for funding for additional projects:

5.Amount due to deleting/changing previously approved projects:

6. New Grant Agreement Amount total requested:

CITY NAME: _____

The detail information on the attached sheets are true and correct to the best of my knowledge, and I request the above changes (sign and date):

MCES PROGRAM ADMINISTRATOR APPROVAL (signature and date):

Questions may be directed to the MCES Program Administrator:

John Atkins
MCES Budget Manager
390 Robert Street North
St. Paul, MN 55101-1805
Phone: (651) 602-1020
Email: john.atkins@metc.state.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 3/24/2014
ITEM NO: 7.f

Department Approval

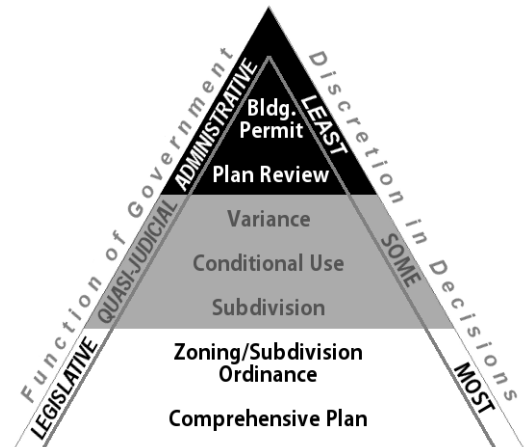
City Manager Approval

Item Description: Request by Peak Investments, LLC, in Conjunction with Property Owner Roseville Crossings, LLC, for Approval of a Temporary Drive-through Coffee Kiosk as an Interim Use at 2154 Lexington Avenue

Application Review Details

- Public hearing: March 5, 2014
- RCA prepared: March 14, 2014
- City Council action: March 24, 2014
- Statutory action deadline: April 7, 2014

Action taken on an interim use proposal 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

In conjunction with Roseville Crossing, LLC, owner of 2154 Lexington Avenue, Peak Investments, LLC has applied for approval of a drive-through coffee kiosk as an INTERIM USE.

2.0 SUMMARY OF RECOMMENDATION

Planning Division staff concurs with the recommendation of the Planning Commission to approve the proposed INTERIM USE, with certain conditions, pursuant to Title 10 (Zoning) of the City Code; see Section 7 of this report for the detailed recommendation.

3.0 BACKGROUND

3.1 The subject property is located in City Planning District 15, has a Comprehensive Plan designation of Neighborhood Business (NB) and has a corresponding zoning classification of Neighborhood Business (NB) District. The subject parcel is a former gas station property in the southeast corner of the intersection of Lexington Avenue and County Road B which has remained vacant for many years, largely as the result of being too small to redevelop independent of the surrounding credit union, auto repair, and professional office properties.

3.2 Drive-through facilities are prohibited in the NB district. The prohibition is based on the premise that the potential negative impacts of drive-throughs may be too difficult to address given that NB properties tend to be small, leaving little space for buffering the noise of traffic and intercom equipment common to such facilities, and adjacent to residential districts.

3.3 Peak Investments' long term plan is to lease the property for the first years of business to minimize start-up costs, with the intent to purchase the property in the future if the business is successful enough to warrant a more permanent establishment. The present INTERIM USE application is intended to temporarily allow the drive-through facilities, which would otherwise be prohibited on the property, for a period of up to five years to gauge the viability of the business as well as the suitability of the site. If the business is, in fact, successful and if the potential negative impacts of the drive-through use in the proposed location prove not to be problematic, the applicant may apply for future consideration of a zoning amendment to allow for drive-through facilities to be evaluated as conditional uses in the NB district.

4.0 REVIEW OF INTERIM USE APPLICATION

Section 1009.03 of the City Code establishes the regulations pertaining to INTERIM USES.

4.1 The purpose statement for this section indicates that: *Certain land uses might not be consistent with the land uses designated in the Comprehensive Land Use Plan, and they might also fail to meet all of the zoning standards established for the district within which they are proposed; some such land uses may, however, be acceptable or even beneficial if reviewed and provisionally approved for a limited period of time. The purpose of the interim use review process is to allow the approval of interim uses on a case-by-case basis; approved interim uses shall have a definite end date and may be subject to specific conditions considered reasonable and/or necessary for the protection of the public health, safety, and general welfare.*

4.2 An applicant seeking approval an INTERIM USE is required to hold an open house meeting to inform the surrounding property owners and other interested individuals of the proposal, to answer questions, and to solicit feedback. The open house for this application was held on February 20, 2014; the brief summary of the open house meeting provided by the applicant is included with this staff report as Attachment C.

4.3 A site plan and elevation drawings are included with this report as Attachment D. A less-refined site plan had been submitted for the public hearing, and the Planning Commission conditioned its approval recommendation on submitting a scaled site plan more clearly delineating the proposed drive aisles, building location, and employee parking stalls; Planning Division staff believes the attached site plan meets this requirement, so the relevant condition of approval has been removed from the recommendation. The attached

site plan illustrates rough striping for the drive-through lanes, in addition to pull-off, waiting areas. These waiting areas would allow the stacked vehicles to advance, providing more space nearer to the rights-of-way, while orders taking longer to complete are prepared and brought to the respective customers.

4.4 Section 1009.03D of the City Code specifies that three specific findings must be made in order to approve a proposed INTERIM USE:

- a. *The proposed use will not impose additional costs on the public if it is necessary for the public to take the property in the future.* This is generally intended to ensure that particular interim use will not make the site costly to clean up if the City were to acquire the property for some purpose in the future. In this case, the proposed drive-through element of the coffee kiosk use would be expected to have impacts not unlike a typical parking lot, so the Planning Commission has found that the INTERIM USE would not have significant negative effects on the land.
- b. *The proposed use will not create an excessive burden on parks, streets, and other public facilities.* Given the location of the property, customers of the coffee kiosk's proposed drive-through facilities will largely be motorists already commuting past the property, and the facilities will not generate significant additional traffic. By its recommendation, the Planning Commission confirmed its finding that the INTERIM USE would not constitute an excessive burden on streets, parks, or other facilities.
- c. *The proposed use will not be injurious to the surrounding neighborhood or otherwise harm the public health, safety, and general welfare.* Since the proposed use is unlikely to be a traffic generator, relying instead on existing traffic, the only other potential impacts would seem to be related to the noises that are typical of drive-through facilities. In this case, the facilities would stand more than 225 feet from the nearest residences—beyond the adjacent commercial properties, and would be physically buffered by at least one of those commercial building. The Planning Commission believes that the proposed drive-through facilities would not be injurious to the surrounding neighborhood or otherwise harm the public health, safety, and general welfare.

In any case, if an approved INTERIM USE fails to conform to any of these requirements or conditions of the approval and such problems are not or cannot be reasonably resolved, the City may initiate a public hearing process to revoke the approval.

4.5 The Development Review Committee (DRC) reviewed this application at its February 13, 2014 meeting. The only concern identified pertained to closing the existing site entrances closest to the intersection by installing standard curbs and gutters along Lexington Avenue and County Road B. The applicant is amenable to this, and it will be a recommended condition of approval of the INTERIM USE application. The DRC also recommended limiting on-site parking to employees only; again, the applicant is amenable to such a condition of approval.

5.0 PUBLIC COMMENT

5.1 The duly-noticed public hearing for this application was held by the Planning Commission on March 5, 2014; draft minutes of the public hearing are included with this RCA as Attachment E. Based on its review of the application, the pertinent zoning regulations, and discussion with the applicant at the public hearing, the Planning

Commission, voted unanimously (i.e., 6 – 0) to recommend approval of the proposed INTERIM USE, subject to certain conditions.

5.2 As of the time this report was prepared, Planning Division staff has not received any comments or questions from the public.

6.0 RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 5 of this report, the Planning Division recommends approval of the proposed INTERIM USE, subject to the following conditions:

- a. The applicant shall close the existing site accesses closest to the intersection on both abutting streets by installing curbs and gutters and repairing the area behind the curb, consistent with the standard requirements of the Public Works Department as approved by the City Engineer;
- b. Parking shall be limited to employees only; and
- c. The approval shall expire, and the drive-through facilities shall be removed, by 11:59 p.m. on October 31, 2018, or upon the earlier cessation of the business, unless the drive-through facility is allowed to continue through renewed approval as an INTERIM USE or by virtue of more permanent approval(s) (e.g., ZONING CHANGE, CONDITIONAL USE, etc.), whichever comes first.

7.0 POSSIBLE COUNCIL ACTIONS

7.1 **Adopt a resolution approving the proposed drive-through coffee kiosk at 2154 Lexington Avenue as an INTERIM USE as recommended**, based on the comments and findings of Sections 4 – 5 and the recommendation of Section 6 of this report.

7.2 **Pass a motion to table the item for future action.** Tabling beyond April 7, 2013 may require extension of the 60-day action deadline established in Minn. Stat. §15.99.

7.3 **Pass a motion, to deny the requested approvals.** Denial should be supported by specific findings of fact based on the City Council’s review of the application, applicable zoning regulations, and the public record.

Prepared by: Senior Planner Bryan Lloyd
651-792-7073 | bryan.lloyd@ci.roseville.mn.us

Attachments: A: Area map D: Site plan and elevations
B: Aerial photo E: Draft 3/5/2014 public hearing minutes
C: Open house summary F: Draft resolution

Attachment A for Planning File 14-005



Prepared by:
Community Development Department
Printed: February 18, 2014



Site Location

Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (2/4/2014)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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



Attachment B for Planning File 14-005



Prepared by:
Community Development Department
Printed: February 18, 2014



Site Location

Data Sources

* Ramsey County GIS Base Map (2/4/2014)

* Aerial Data: MnGeo (4/2012)

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

Disclaimer

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2009), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 50 100 Feet



Bryan Lloyd

From: Vince Hunt [REDACTED]
Sent: Wednesday, February 26, 2014 2:04 PM
To: Bryan Lloyd
Subject: Open House

Bryan,

It was great to chat with you today, thank you for your insight. We were very excited to open our coffee drive thru kiosk. No one attended our open house and no one left a message on the provided phone number or emailed us at the provided email address with comments or concerns. We look forward to the upcoming Planning Commission meeting. Please let us know if there is anything you need from us.

Sincerely,

Vince Hunt & Van Harvieux

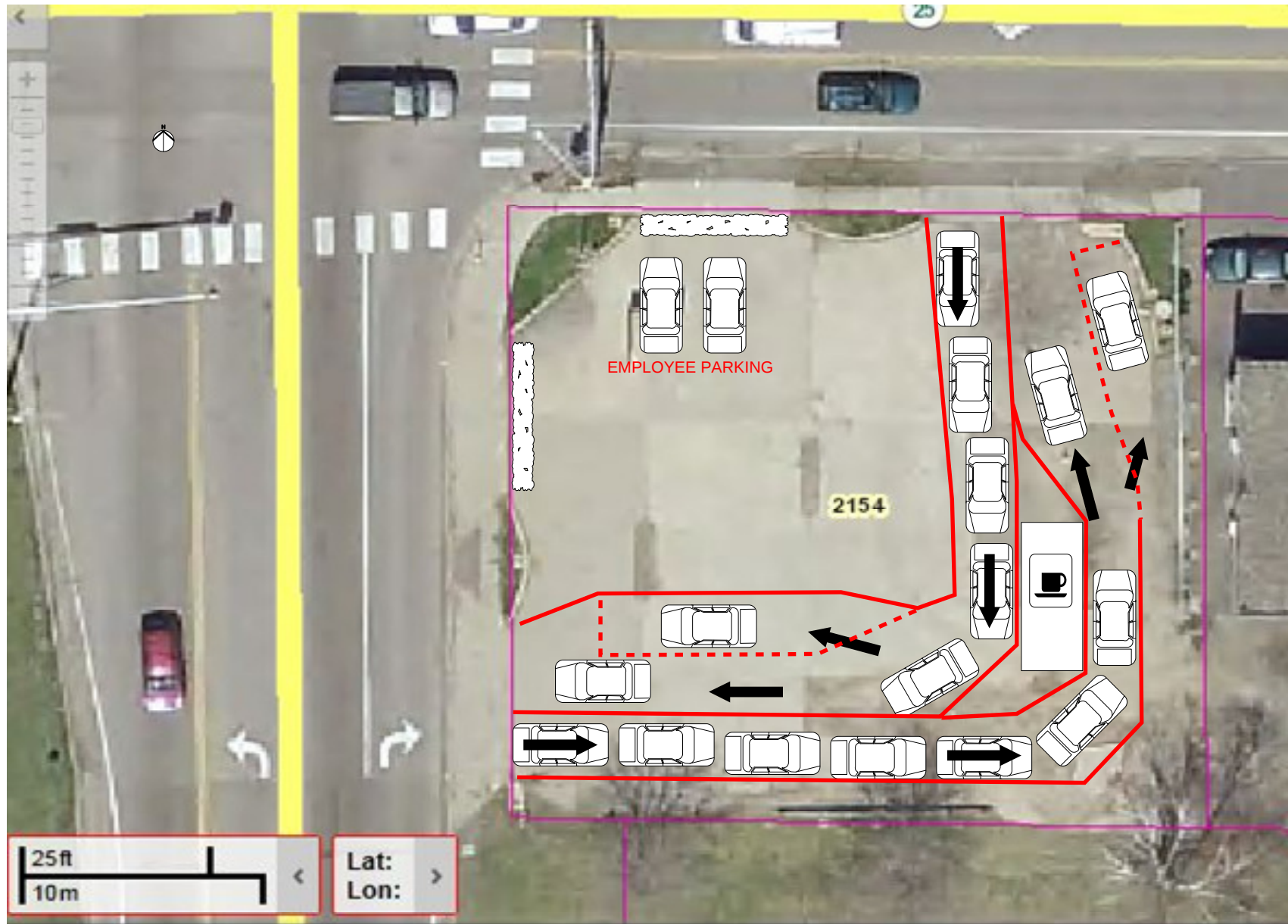
CEO and President

Peak Investments LLC, dba Mudslingers MN

[REDACTED]

www.mudslingersMN.com <<http://www.mudslingersMN.com>>

COUNTY RD
B





PLANNING FILE 14-005

Request by Peak Investments, LLC, in conjunction with property owner Roseville Crossings, LLC, for approval of a temporary drive-through coffee kiosk as an INTERIM USE at 2154 Lexington Avenue.

Chair Gisselquist opened the Public Hearing for Planning File 14-005 at 8:17 p.m.

Associate Planner Bryan Lloyd summarized the request as detailed in Section 4.0 of the staff report dated March 5, 2014; for an Interim Use at 2154 Lexington Avenue by Roseville Crossings, LLC, owner and applicant Peak Investments, LLC for a drive-through coffee kiosk.

Mr. Lloyd presented a brief history of property and challenges for redevelopment due to the small size of lot, with no practical way for permanent redevelopment at the site with room for a building under current zoning without combining with surrounding properties for a larger development.

Specific to the INTERIM Use request, Mr. Lloyd noted that drive-through facilities are prohibited within a Neighborhood Business (NB) Zoning District. Mr. Lloyd noted that the intent of Peak Investments is for a long-term lease of the property during the first years of business to minimize start-up costs; with the intent to purchase the property in the future if the business is found successful enough to warrant a more permanent establishment. Therefore, Mr. Lloyd advised that a typical INTERIM USE request was for a period of up to five years, with this INTERIM USE recommended at four and one-half years to gauge the viability of the business and suitability of the site, and to facilitate the timing of potential approval of the request and its expiration in consideration of potential weather-related issues. Re-evaluation of the use will be considered in the future, with Mr. Lloyd advising that the applicant may then consider requesting a zoning code amendment to allow for permanent drive-through facilities as a conditional use in the NB District.

As part of this application process, Mr. Lloyd advised that the applicant held a neighborhood information meeting, following mailed notice as mandated, with no one in attendance; and further advised that staff had received no e-mails or other correspondence to-date from those receiving notice.

Mr. Lloyd reviewed staff's analysis of the application, as detailed in Section 5; and as noted in Section 5.4 of that analysis, the Development Review Committee (DRC)'s review indicated concerns pertaining to closing existing site entrances closer to the intersection by installation of standard curb and gutter along Lexington Avenue and County Road B as recommended by the City Engineer. Mr. Lloyd advised that the applicant was amenable to this condition. Mr. Lloyd noted that the only other concern was the DRC's recommendation to limit on-site parking to employees only, to which the applicant was also amenable.

Member Murphy questioned if, during the DRC review, there were any concerns raised regarding crossing traffic lanes and potential signage to mandate "No Left Turn" to facilitate ingress and egress for customers and traffic on Lexington Avenue and/or County Road B, especially during peak traffic times.

Mr. Lloyd responded that he had personally raised that issue; however, on the advice of the City Engineer, the point was made that the obvious inconvenience on people leaving the site and attempting to turn that way was typically proven as enough of a deterrent to attempt it, and should therefore not impact traffic flow itself, and create no external impacts, negating the need to install such signage.

Mr. Paschke noted that, unless the City installed medians, the ability to enforce signage was limited. While recognizing the concerns beyond the availability of the existing turn lanes, and given the pre-existing conditions on the site that will prevail without a larger land assemblage eliminating some of those issues and potential conflicts, Mr. Paschke opined that signage would become more problematic and more difficult to enforce than any positives it would create.

Member Stellmach asked if there were any such signage restrictions from the gas station north of the subject property; with Mr. Paschke responding that there were not. Mr. Paschke further advised that the City would not require them; and while they might be evident in a retail strip mall situation, he was not sure if the City would require them even then, as the City would have to enforce such activities, again a very difficult task to monitor and enforce.

Member Daire advised that he had visited the subject site during noon, and questioned if the existing left turn arrow for north/south Lexington Avenue was operational during his visit. However, Member Daire noted the difficulty of accessing the site based on existing traffic in the designated center turn lane at that time or during peak times without avoiding a stack-up. Member Daire advised that his concern was similar for northbound traffic on Lexington Avenue during morning and afternoon peak periods, an obvious time for this type of business to attract commuter traffic. Member Daire opined that, based on his observations and exit scenarios, he would

question how the business could be successful based on that traffic flow and accessing the site if it was intended to operate all day long or if only during peak hours.

Mr. Lloyd volunteered that both Lexington Avenue and County Road B had similar traffic volumes and functions. Mr. Paschke advised that the left turn signal at that intersection was operational at all times, with Mr. Lloyd and Mr. Paschke clarifying that it was triggered by demand via a magnetically controlled trigger throughout the day. Mr. Paschke opined that, as creatures of habit, a customer would soon find an easier way to get in and out by finding an alternative and less congested route to the site, as was in similar urban areas.

Member Boguszewski concurred with staff's analysis, opining that common sense would prevail for those using the facility and how they accessed it and got back into the traffic flow. Member Boguszewski, as a resident in this area, opined that there would be few if any businesses that could locate on this site that would not have the same access realities or concerns. Compared to the vacant facility and un-used site at this time versus a potential future use, Member Boguszewski suggested that, with nothing to compare it to now, it brought him back to Mr. Willenbring's previous comment regarding common sense for any business operating there to use the site to their best advantage. Member Boguszewski questioned staff as to whether there was anything indicating that this business would have a major impact on the site, area traffic, and/or other businesses in that area.

Mr. Paschke opined that there would be some traffic conflict at any site, but it was typically dealt with over time.

In response to Member Boguszewski, Mr. Lloyd addressed any potential conflict or major impact, specific to the drive-through element under current review, by opining that he did not see the proposed use with a coffee shop currently a permitted use for this NB Zoning District. Since this type of use would typically be selling during morning commutes and during higher traffic volume times, Mr. Lloyd opined that the drive-through element did not bring any more of an impact than the permitted coffee shop use.

Mr. Paschke provided an additional perspective based on his fifteen year tenure in Roseville, and former uses of the site (e.g. gas station), questioning which of those uses would be more impactful, opining that from his perspective the gas station use would have had more impact based on traffic volumes. Mr. Paschke advised that gas stations were typically big producers of turning movements; and he found this proposed use no more impactful than the site's former use, as well as compared to other potential uses. Mr. Paschke opined that all permitted uses would have similar types of problems, and therefore, this use presented no overt concern for staff.

Applicants Van Harvieux and Vince Hunt, Peak Investments, LLC, d/b/a Mudslingers MN

Aside from closing the two curbs and building the structure, Member Stellmach questioned the applicant as to whether any other improvements were planned for the lot.

Mr. Hunt responded that they were still working through that, opining that they would like to make aesthetic improvements to that corner, with some potential related to replacing the current "ugly" signs; flower boxes or other amenities that could improve the site. Mr. Hunt admitted that they were not yet that far into the process; but wanted to make the site look nice; and opined that the building itself was nice, and not cheap looking.

Member Boguszewski, noting that this site was directly across from a park, questioned if the applicant was intending to serve walk-up customers as well as vehicular customers.

Mr. Harvieux responded that they would love that opportunity, but questioned staff if that would be allowable.

Mr. Paschke responded that, there would be nothing precluding the applicant from doing so, and as part of the formal site plan review, it would require some on-site parking spaces for customers. Mr. Paschke noted that the plan review would look at internal traffic on the site; and that this INTERIM USE currently stipulated parking as now provided was restricted to employees only in the existing paved areas. However, Mr. Paschke noted that, theoretically, someone could park and get a coffee.

Mr. Hunt expressed interest in pursuing that opportunity with staff.

Chair Gisselquist closed Public Hearing at 8:45 p.m.; no one appeared for or against.

MOTION

Member Boguszewski moved, seconded by Member Cunningham to recommend to the City Council APPROVAL of the INTERIM USE, based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated March 5, 2014.

Chair Gisselquist clarified that there would be no speaker box at the drive-through with no interaction with customers at the window.

Mr. Harvieux confirmed that there would not be a speaker box, just a menu board on the building.

104 **Ayes: 6**
105 **Nays: 0**
106 **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 24th day of March 2014 at 6:00 p.m.

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

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

**RESOLUTION NO. _____
A RESOLUTION APPROVING A TEMPORARY DRIVE-THROUGH FACILITY AS
AN INTERIM USE AT 2154 LEXINGTON AVENUE (PF14-005)**

WHEREAS, Peak Investments, LLC, dba Mudslingers MN has applied for approval of the proposed temporary drive-through facility as an INTERIM USE in conjunction with Roseville Crossing, LLC, owner of the property at 2154 Lexington Avenue; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed INTERIM USE on March 5, 2014, voting 6 – 0 to recommend approval of the use based on testimony offered at the public hearing as well as the information and findings provided with the staff report prepared for said public hearing; and

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

- a.** The proposed drive-through element of the coffee kiosk use would be expected to have impacts not unlike a typical parking lot so the INTERIM USE would not have significant negative effects on the land;
- b.** The INTERIM USE does not constitute an excessive burden on streets, parks, or other facilities because the customers of the coffee kiosk's proposed drive-

through facilities will largely be motorists already commuting past the property, and the facilities will not generate significant additional traffic; and

- c.** The only potential impacts of the proposal would seem to be related to the noises that are typical of drive-through facilities; in this case, the facility would stand more than 225 feet from the nearest residences—beyond the adjacent commercial properties, and would be physically buffered by at least one of those commercial building, so the proposed temporary drive-through facility as an INTERIM USE would not be injurious to the surrounding neighborhood or otherwise harm the public health, safety, and general welfare.

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed temporary drive-through facility as an INTERIM USE in accordance with Section §1009.03 of the Roseville City Code, subject to the following conditions:

- a.** The applicant shall close the existing site accesses closest to the intersection on both abutting streets by installing curbs and gutters and repairing the area behind the curb, consistent with the standard requirements of the Public Works Department as approved by the City Engineer;
- b.** Parking shall be limited to employees only; and
- c.** The approval shall expire, and the drive-through facilities shall be removed, by 11:59 p.m. on October 31, 2018, or upon the earlier cessation of the business, unless the drive-through facility is allowed to continue through renewed approval as an INTERIM USE or by virtue of more permanent approval(s) (e.g., ZONING CHANGE, CONDITIONAL USE, etc.), whichever comes first.

AND BE IT FURTHER RESOLVED, by the Roseville City Council that representatives of the property owner and the applicant shall sign the form attached to this resolution to acknowledge that each has received, reviewed, and understood the terms and conditions of the approval and agrees to abide by said terms and conditions prior to commencement of the commercial greenhouse activity.

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

WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 24th day of March 2014.

Patrick Trudgeon, City Manager

Resolution approving drive-through coffee kiosk as interim use at 2154 Lexington Avenue (PF14-005)

I, the undersigned, do hereby acknowledge that I have received, reviewed, and understand the attached and foregoing extract of minutes of a regular meeting of the Roseville City Council held on the 24th day of March 2014 and that I agree to abide by the terms and conditions of the approval as they apply to the temporary drive-through coffee kiosk at 2154 Lexington Avenue.

Representative of Roseville Crossings, LLC

printed name and title

signature

date

Representatives of Peak Investments, LLC, dba Mudslingers MN

Van Harvieux, President

date

Vince Hunt, CEO

date

ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 3/24/2014

ITEM NO: 7.g

Department Approval

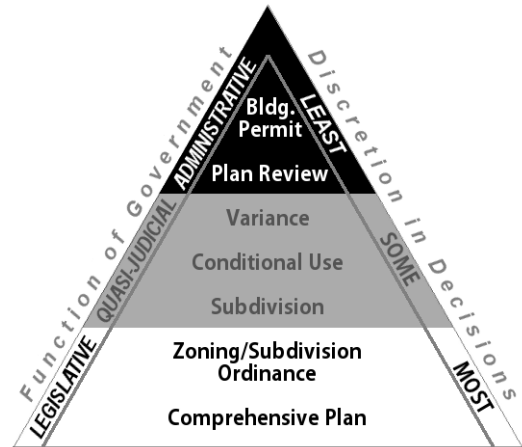
City Manager Approval

Item Description: Request by University of Northwestern for Approval of Field Lighting for Renovated Outdoor Athletic Facilities as a Conditional Use at 3003 Snelling Avenue

Application Review Details

- Public hearing: March 5, 2014
- RCA prepared: March 19, 2014
- City Council action: March 24, 2013
- Statutory action deadline: April 7, 2014

Action taken on a conditional use proposal is **quasi-judicial**; the City's role is to determine the facts associated with the request, and apply those facts to the legal standards contained in State Statute and City Code.



1.0 REQUESTED ACTION

The University of Northwestern will be remodeling its outdoor athletic fields, tennis courts, and stadium facilities, and seeks approval of the associated field lighting and public address equipment as a **conditional use**.

2.0 SUMMARY OF RECOMMENDATION

The Planning Division concurs with the recommendation of the Planning Commission to approve the proposed **CONDITIONAL USE**; see Section 7 of this report for the detailed recommendation.

3.0 BACKGROUND

- 3.1 The subject property, located in Planning District 2, has a Comprehensive Plan Land Use Designation of Institutional (IN) and a corresponding zoning classification Institutional (INST) District. In the INST zoning district, athletic fields without field lights are permitted uses; public address systems and athletic fields which include outdoor lighting are designated as conditional uses, presumably to identify and mitigate potential impacts from the speakers and lights and to account for the height of proposed light poles which may exceed the maximum building height limit.
- 3.2 The building height limit established in the INST district is 60 feet. A conservative interpretation of the Height Exemptions of City Code §1011.07 would suggest that field lighting poles, like telecommunication towers, are not exempted from standard height regulations and are, therefore, subject to the building height limits established in the zoning districts. Of the proposed light poles, six would comply with the standard height limit, nine would be 70 feet tall, and eight would be 80 feet tall, and these taller poles can be accommodated through review and approval of the proposed CONDITIONAL USE.
- 3.3 The existing outdoor athletic facilities include public address equipment; as a legal use established prior to the 2010 ordinance regulating public address systems as conditional uses, the existing public address system is a legal nonconformity, and its legal, nonconforming status exempts even a replacement system from regulation as a CONDITIONAL USE. Nevertheless, the existing public address system generates occasional noise-related complaints from residential neighbors, and this review can at least consider the likely effects of the proposed renovation.
- 3.4 Campus development is regulated by a Planned Unit Development (PUD), which was last updated in 2007 and which was based on Northwestern's 2003 Long Range Campus Master Plan. The 2003 Master Plan identifies "field lighting" among the items to budget for as part of the implementation of the projected relocation and renovation of the athletic fields. The 2007 PUD anticipated some rearrangement of the existing outdoor athletic facilities in their present location in the southwestern corner of the campus property and, while the present plans have the fields arranged differently than what was anticipated and approved in 2007, the PUD allows for administrative approval of "minor departures of the approved final development plans." Planning Division staff has determined that the proposed arrangement of outdoor athletic facilities is only a minor departure from the approved plans and should therefore be regarded as consistent with the 2007 PUD.
- 3.5 The proposed overall site plan and photometric plan as well as details of the lights and a photo of a similar lighting installation are included with this report as Attachment C.

4.0 REVIEW OF CONDITIONAL USE

- 4.1 REVIEW OF GENERAL CONDITIONAL USE CRITERIA: Section 1009.02C of the City Code establishes general standards and criteria for all conditional uses, and the Planning Commission and City Council must find that each proposed conditional use does or can meet these requirements. The general standards are as follows:
- a. *The proposed use is not in conflict with the Comprehensive Plan.* The Comprehensive Plan expresses the preference to limit outward expansion of University of Northwestern's campus among the long term considerations within Planning District 2, but it does not contain any goals or policies specifically pertaining to institutional land uses generally nor to internal development of the campus. General land use goals

and policies, as well as goals and policies related to residential areas, promote buffering of residential uses from more intensive neighboring land uses.

The addition of field lighting to the athletic facilities is an intensification of those facilities, with the potential to create glare and spill-over light on nearby properties. The ability of the proposed light fixtures to limit the vertical and horizontal extent of the illumination in addition to the preservation of much of the existing tree cover in the area should combine to minimize, if not eliminate, negative light-related impacts.

To better mitigate noise impacts from the public address system, the proposed stadium is to be reoriented to face eastward, which should reduce the amount and intensity of sound traveling westward, and new speakers may allow for better focus which could decrease the total volume needed to address the stadium attendees.

In light of these observations, the Planning Commission found that the present athletic facility proposal does not conflict with the Comprehensive Plan.

- b.** *The proposed use is not in conflict with a Regulating Map or other adopted plan.* Planning Division staff has determined that the proposed outdoor athletic fields and field lighting are not in conflict with the 2007 PUD regulating campus development.
- c.** *The proposed use is not in conflict with any City Code requirements.* Accounting for light pole height as part of this application, the recommendation of the Planning Commission to approve the application indicates its finding that the proposed athletic facilities and field lighting can and will meet all applicable City Code requirements; moreover, a CONDITIONAL USE approval can be rescinded if the approved use fails to comply with all applicable Code requirements or any conditions of the approval.
- d.** *The proposed use will not create an excessive burden on parks, streets, and other public facilities.* Impacts of campus development, including environmental impacts and traffic impacts, were evaluated during the 2007 review and approval of the PUD. Because the present proposal is consistent with the 2007 PUD, the proposal is not expected to intensify any practical impacts on parks, streets, or public infrastructure.
- e.** *The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.* Given that the proposed outdoor athletic facilities are consistent with the governing PUD, and that the majority of existing trees buffering and screening the facilities are to be preserved, the Planning Commission has found that the proposed field lights will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.

4.2 REVIEW OF SPECIFIC CONDITIONAL USE CRITERIA: The City Code does not establish standards or criteria specific to outdoor athletic facilities or the associated field lighting.

4.3 Roseville's Development Review Committee met on February 13, 2014 to discuss this proposal; no special concerns were identified about the proposal.

5.0 PUBLIC COMMENT

5.1 The duly-noticed public hearing for this application was held by the Planning Commission on March 5, 2014; draft minutes of the public hearing are included with this RCA as Attachment D. Several members of the public were in attendance to speak to the

proposal, and many comments dealt with the clearly-audible noise coming from the area of the athletic fields, both with and without the public address system. It seems that even non-amplified sounds from practices and intramural activities can be heard by homeowners west of the campus. A significant amount of apprehension was also expressed about the proposed lighting, especially given that the present absence of such field lights doesn't allow for meaningful comparisons with existing conditions.

5.2 Upon the conclusion of the public hearing, the Planning Commission was confident that impacts from the proposed field lighting would be negligible based on the photometric data supplied with the application, which was calculated assuming full illumination of all of the proposed lights—a condition which is likely to be uncommon given the different seasons for the various sports. The Planning Commission voted unanimously (i.e., 6-0) to recommend approval of the proposed CONDITIONAL use, subject to certain conditions.

5.3 The Commission also noted that while the public address system is a legal nonconformity and, therefore, not a subject of the present CONDITIONAL USE application, nuisance noise is regulated by the City Code; moreover, the Planning Commission encouraged representatives of University of Northwestern in attendance to do their best to reduce the sound output of the public address system as much as possible.

5.4 At the time this report was prepared, Planning Division staff had not received any direct communications pertaining to this request.

6.0 RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 5 of this report, the Planning Division recommends approval of the proposed outdoor athletic facilities and field lighting at 3003 Snelling Avenue as a CONDITIONAL USE, pursuant to Chapter 1009 (Conditional Uses) of the City Code, subject to the following conditions:

- a. Field lighting shall be located and installed as indicated in the plans reviewed with this application to minimize glare and spill-over light outside of the campus property and achieve the specified photometric values.
- b. Field lighting shall be off when the outdoor athletic facilities are not in use.

7.0 POSSIBLE COUNCIL ACTIONS

7.1 **Adopt a resolution approving the proposed outdoor athletic facilities and associated field lighting as a CONDITIONAL USE for University of Northwestern at 3003 Snelling Avenue, as recommended,** based on the comments and findings of Sections 4 – 5 and the recommendation and conditions of Section 6 of this report.

7.2 **Pass a motion to table the item for future action.** Tabling beyond April 7, 2013 may require extension of the 60-day action deadline established in Minn. Stat. §15.99.

7.3 **Pass a motion, to deny the requested approvals.** Denial should be supported by specific findings of fact based on the City Council's review of the application, applicable zoning regulations, and the public record.

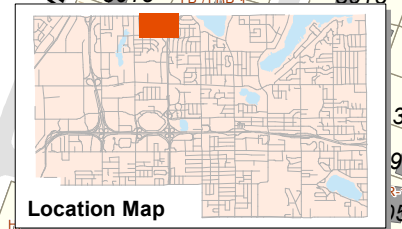
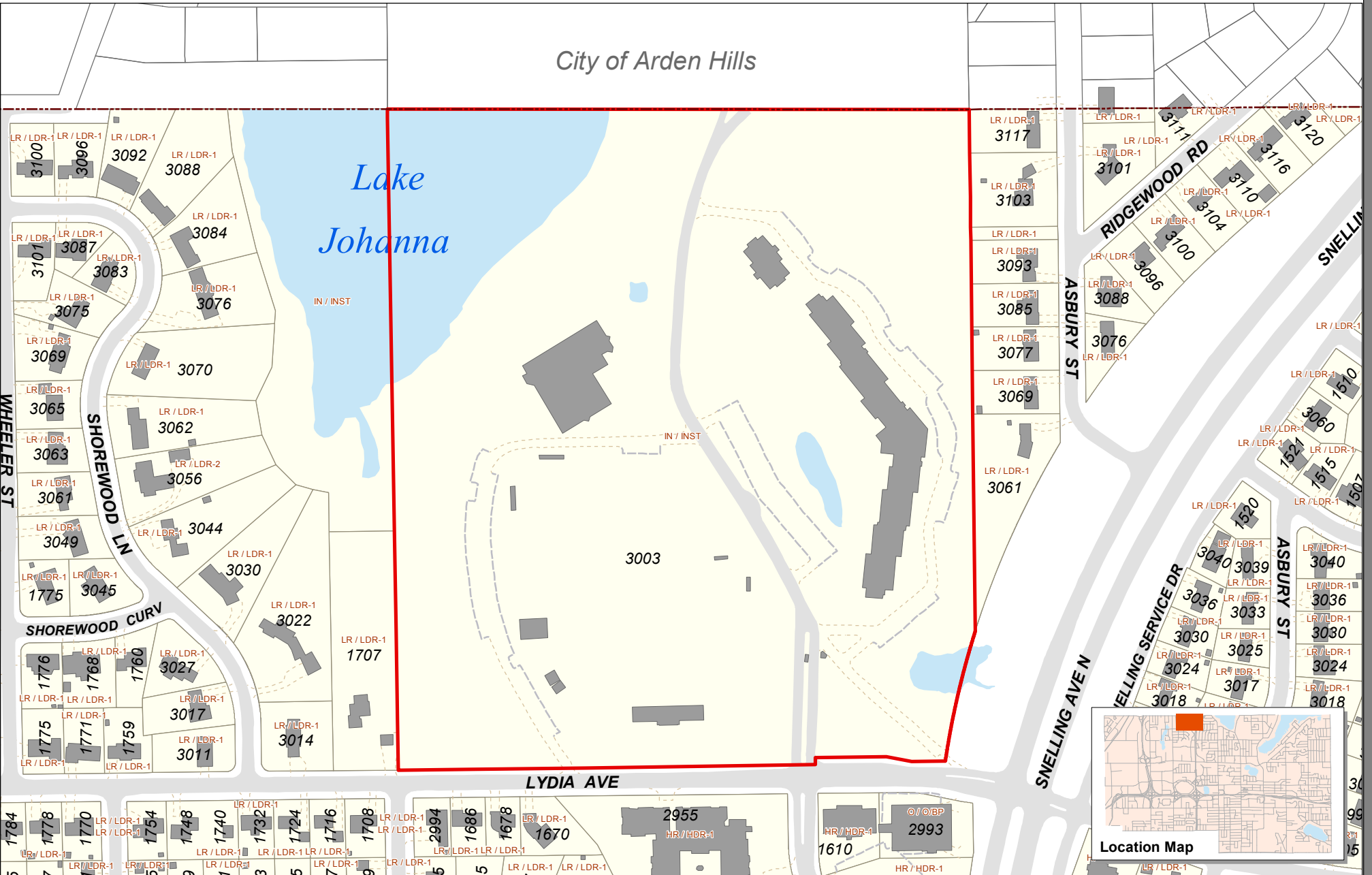
Prepared by: Senior Planner Bryan Lloyd
651-792-7073 | bryan.lloyd@ci.roseville.mn.us

Attachments:	A: Area map	C: Proposed plans
	B: Aerial photo	D: Draft 3/5/2014 public hearing minutes
		E: Draft resolution

Attachment A for Planning File 14-003

City of Arden Hills

Lake
Johanna



Location Map



Prepared by:
Community Development Department
Printed: February 18, 2014

Site Location

LR / LDR-1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (2/4/2014)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

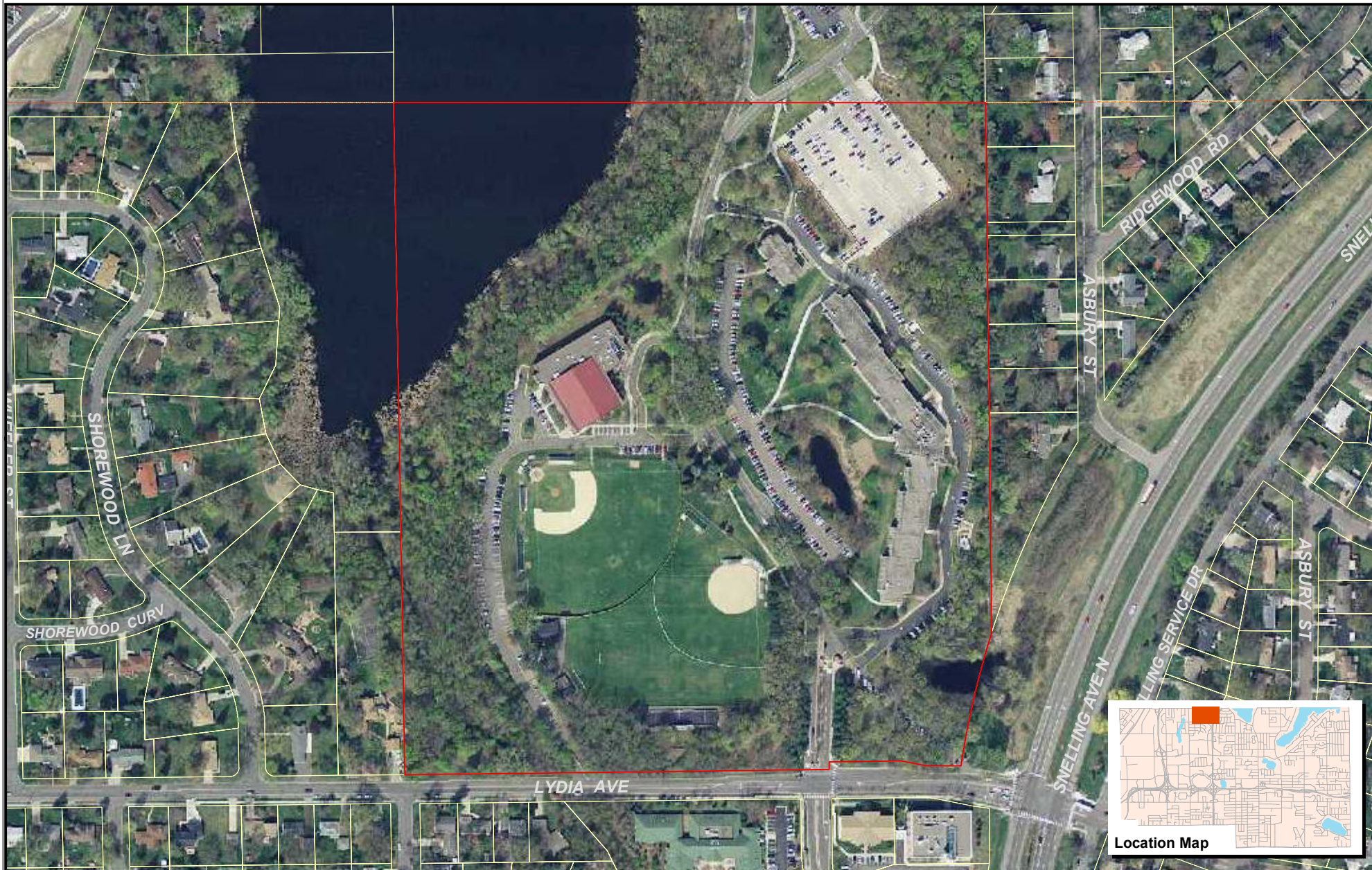
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0 100 200 Feet



mapdoc: planning_commission_location.mxd

Attachment B for Planning File 14-003



Prepared by:
Community Development Department
Printed: February 18, 2014



Site Location

Data Sources

* Ramsey County GIS Base Map (2/4/2014)
* Aerial Data: MnGeo (4/2012)

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0 100 200 Feet



NOTES: See scans for pole dimensions.

MY PROJECT

Name:

University Of Northwestern

Location:

Saint Paul,MN

EQUIPMENT LAYOUT

INCLUDES:

- Baseball
- Softball
- Stadium
- Tennis 1-3
- Tennis 4-6

Electrical System Requirements: Refer to Amperage Draw Chart and/or the "Musco Control System Summary" for electrical sizing.

Installation Requirements: Results assume +/- 3% nominal voltage at line side of the ballast and structures located within 3 feet (1m) of design locations.

EQUIPMENT LIST FOR AREAS SHOWN						
Pole				Luminaires		
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LAMP TYPE	QTY / POLE
1	A1	70'	-	70'	1500W MZ	5
1	A2	80'	-	80'	1500W MZ	8/5*
1	A3	80'	-	80'	1500W MZ	8
1	B1	70'	-	70'	1500W MZ	6
1	B2	70'	-	70'	1500W MZ	8
1	B3	80'	-	80'	1500W MZ	15
1	B4	80'	-	80'	1500W MZ	14/9*
2	C1-C2	70'	-	70'	1500W MZ	4
4	C3-C4 D1-D2	80'	-	80'	1500W MZ	6
2	F1-F2	70'	-	70'	1500W MZ	17
1	F3	70'	-	70'	1500W MZ	16
1	F4	70'	-	70'	1500W MZ	16
1	T1	60'	-	60'	1500W MZ	5
5	T2-T6	60'	-	60'	1500W MZ	4
23	TOTALS					201

* This structure utilizes a back-to-back mounting configuration

SINGLE LUMINAIRE AMPERAGE DRAW CHART								
Ballast Specifications (.90 min power factor)		Line Amperage Per Luminaire (max draw)						
Single Phase Voltage		208 (60)	220 (60)	240 (60)	277 (60)	347 (60)	380 (60)	480 (60)
1500 watt MZ		8.6	8.3	7.5	6.5	5.1	4.7	3.7

ENGINEERED DESIGN

By:

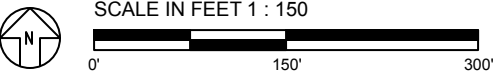
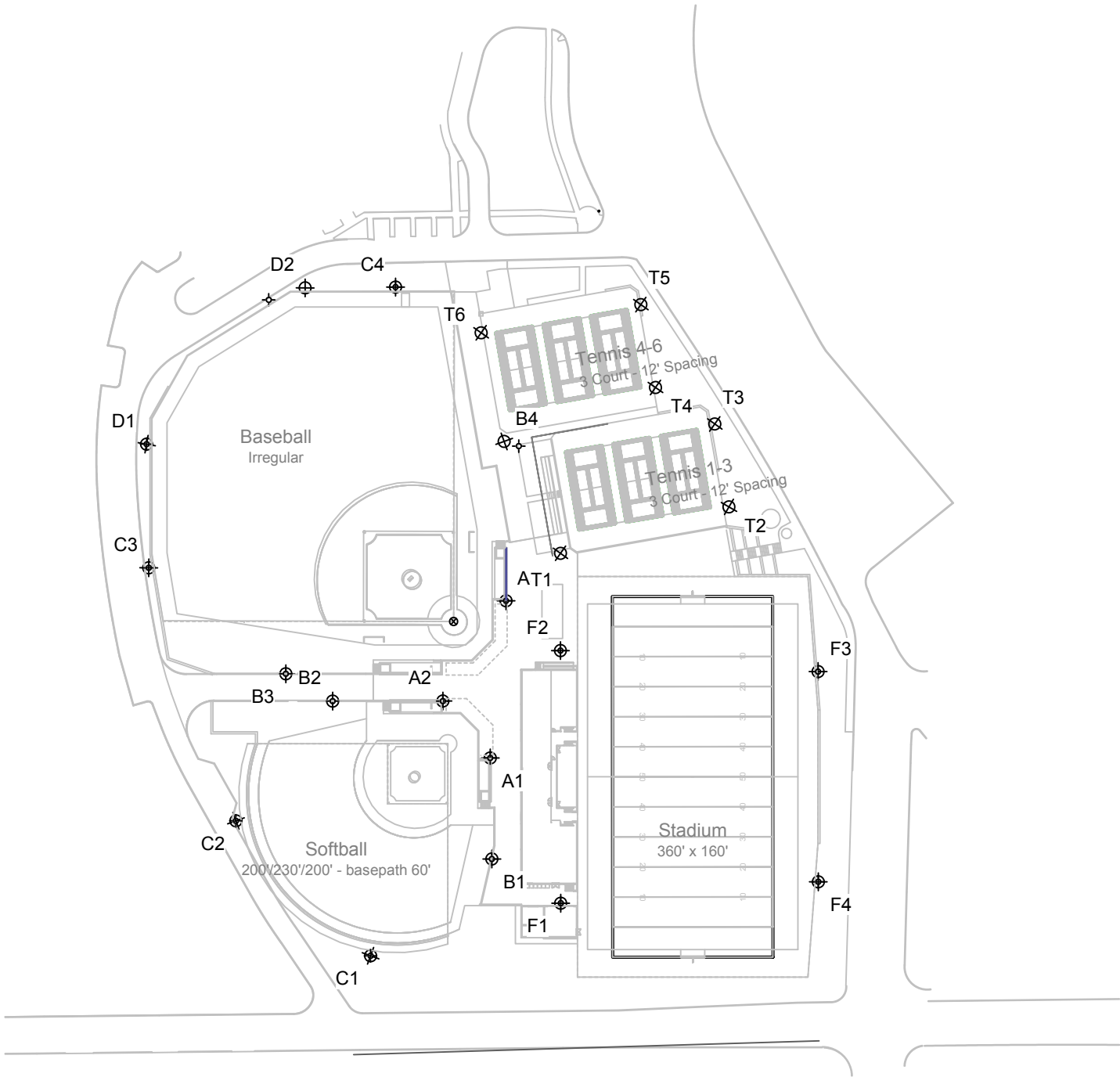
Treana Drost

File # / Date:

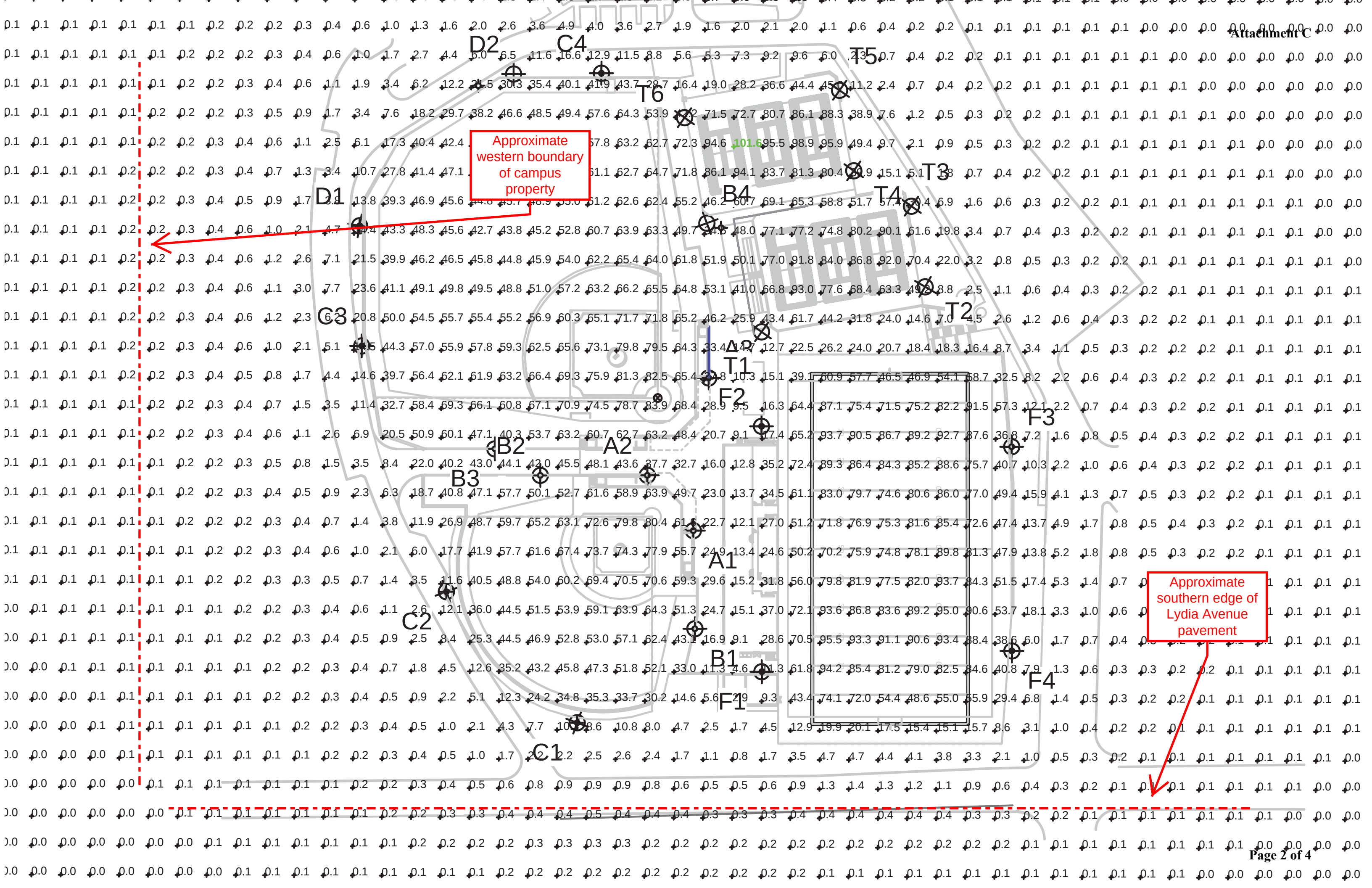
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06-Nov-13

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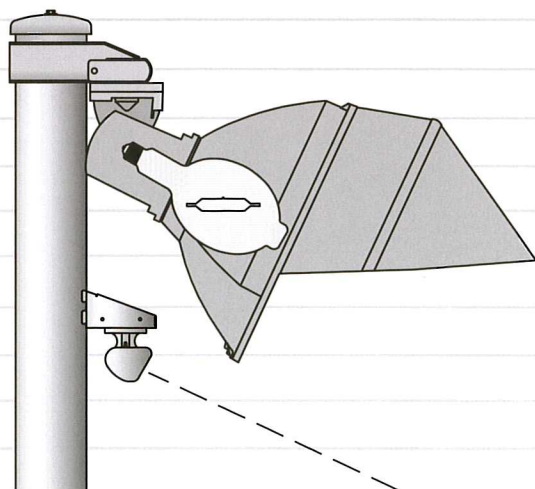


Pole location(s) ⚡ dimensions are relative to 0,0 reference point(s) ⊗



Light•Structure GREEN™

***For your budget,
for the environment.***



New Technology

- Cuts operating costs in half
- Reduces spill light by 50%
- Includes system monitoring and remote on/off control services

New Technology



1. Poletop luminaire assembly

2. Wire harness

3. Galvanized steel pole

New Technology





PLANNING FILE 14-003

Request by University of Northwestern for approval of field lighting for renovated outdoor athletic facilities as a CONDITIONAL USE at 3003 Snelling Avenue

Chair Gisselquist opened the Public Hearing for Planning File 14-003 at 6:38 p.m.

Associate Planner Bryan Lloyd summarized the request as detailed in Section 4 of the staff report dated March 5, 2014; and reviewed staff's analysis and specific criteria in Section 5. Mr. Lloyd advised that the requester is the University of Northwestern at Lydia and Snelling Avenues as they plan to remodel and reorganize their outdoor athletic fields, tennis courts and stadium facilities and are seeking approval of associated lighting and public address equipment as a CONDITIONAL USE.

As noted in Section 4.2, Mr. Lloyd noted that the current public address system generated occasional noise-related complaints from residential neighbors, particularly during football games, and this review allows consideration of the likely effects of the proposed renovation. With the campus development regulated by a Planned Unit Development (PUD, Mr. Lloyd noted in Section 4.3 that staff's analysis of the proposed arrangement of outdoor athletic facilities is only a minor departure from the approved PUD plans last updated in 2007, and therefore considered consistent with that plan.

Mr. Lloyd reviewed the proposed overall site and photometric plan and details of the lights (Attachment C) and a similar light installation at St. Thomas University as an example. Provided the proposed light poles are approved as part of this application, staff believes that the proposed amenities can and will meet all applicable City Code requirements. Mr. Lloyd noted that a CONDITIONAL USE approval can be rescinded if the approved use fails to comply with Code requirements or any condition(s) of the approval.

Mr. Lloyd noted that current parking would remain as currently provided; and staff does not anticipated any intensification or practical impacts on parks, streets, or public infrastructure.

Staff recommended approval of the proposed CONDITIONAL USE, as conditioned in Section 7 of the report; and concluded his summary.

Member Stellmach questioned if staff thought the complaints on the current sound system would be addressed and/or resolved by the proposed changes.

Mr. Lloyd advised that it was anticipated that the reorientation of the football stadium from its current northward facing and sound broadcast direction should be addressed; however, he was not sure of the remaining intensity, if any, that would impact the western residential neighborhood where the noise complaints had predominantly come from that area.

At the request of Member Stellmach, Mr. Lloyd responded that to his knowledge, the City had not fielded any complaints about the current lighting system.

At the request of Member Murphy, Mr. Lloyd reviewed the nature of a Planned Unit Development (PUD) and those things that were or could be approved under that umbrella (e.g. setback requirements or variances), with facilities handled by Conditional Use if an overarching PUD was not present; with some elements to the campus Master Plan that may be, but not usually, handled by a Conditional Use approval.

Member Murphy noted that Section 4.1 of the staff report indicated the public address systems and lights were part of the Conditional Use application, but not that the intent was to install the public address system on the light towers, there appeared to be a disconnect between the two issues.

Mr. Lloyd responded that the 2010 Zoning Code update would have incorporated those issues; however, the campus Master had grandfathered status for pre-existing issues, including the existing sound system.

At the request of Member Murphy, Mr. Lloyd clarified that the reorientation of the field was not viewed as a sufficient enough change to bring the sound system into compliance; as there are no established requirements to determine if it better achieved the issue, other than mitigating any known issues.

Chair Gisselquist questioned how often the field would be lit, with that question deferred by staff to the applicant.

Regarding the photometric plan, Member Stellmach noted candle lights over the boundary area, and questioned how that compared to a typical street lamp; with staff also deferring that question to the applicant. Mr. Lloyd clarified that there were light level requirements in City Code applying to parking areas and minimum levels of illumination, with 0.50 as the cut off, getting to the point of basic visibility without excess light.

Applicant Representatives

**Associate Vice President for Facilities Brian Humphries and
Vice President for Athletics and Student Life Matt Hill**

In addressing Chair Gisselquist's question regarding how often all or a portion of the field would be lit, Mr. Hill reviewed next fall's two scheduled home football games and typically five home football games scheduled, but some having noon kick-offs and held on Saturday afternoons. Mr. Hill advised that there were approximately seven double-headers scheduled for women's and/or men's soccer, one of which was an afternoon/evening match. Mr. Hill noted that the average number of home footballs was between 7 to 10, and usually were held on Friday afternoons and Saturday; and potentially 5 – 10 soccer matches. Mr. Hill advised that there would also be approximately 5 – 10 baseball or softball games, typically scheduled Fridays and Saturdays. Mr. Hill noted that tennis matches had yet to be scheduled, and were typically dependent on weather conditions, with a preference to start those matches earlier in the spring, with most scheduled at 5:00 p.m. start times and lights on as applicable to finish matches. Mr. Hill advised that the lights would also be used for other recreational and athletic opportunities by community athletic groups using the fields for their activities.

Member Cunningham expressed her appreciation for the light study. At the request of Member Cunningham, Mr. Hill advised that he was not aware of any studies done to address noise complaints in his tenure in over the last fifteen years. Mr. Hill advised that he had only fielded one complaint call from a neighbor, with that same neighbor having filed a similar complaint with the Roseville Police Department. In an effort to address the concerns of that neighbor, Mr. Hill advised that they had repositioned some speakers, and visited that particular residence to determine volume levels and other issues he'd raised in an attempt to address those concerns. However, Mr. Hill admitted that he was not sure if staff and the resident would ever be able to come to agreement.

Regarding the speaker reorientation, Mr. Humphries advised that the speakers now faced east toward the internal part of the campus, opining that this should help to mitigate sounds to the west.

Mr. Hill concurred, opining that the campus buildings should serve to mitigate noise on the other side as well.

As a former neighbor who had contacted the college verbally and in writing, Member Murphy complimented college staff on their very respectful relationship with neighbors, opining that they were doing a good job.

Public Comment

Tim Callaghan, 3062 Shorewood Lane

Having repeatedly voiced his complaints about athletic noise at Northwestern over the years to the college, the Planning Commission, the City Council, and City staff, Mr. Callaghan sought to assure the Commission that he had never been contacted by college staff. Mr. Callaghan alleged that if they had measured sound levels on his property, they had entered his property without his permission, which caused him additional angst.

Mr. Callaghan advised that he had experienced noise problems since the current public address system had been installed, and while he may have called about it infrequently, it was not due to an infrequent, but ongoing problem, which the college, the City's Planning Division, nor the City's former Community Development Director Pat Trudgeon, now the City Manager, had done nothing to fix. Mr. Callaghan offered to provide such evidence from his e-mails from Mr. Trudgeon stating that "it must be your imagination," an actual e-mail from approximately two years ago. Mr. Callaghan expressed his frustration in hearing that the college was doing such a wonderful job controlling sound levels, as he assured the Commission that he heard every position a player was at on the field from his house, even with the window closed. Since he lived across the lake from the college, Mr. Callaghan suggested that maybe the speakers were directed at his residence instead of where they belonged.

Mr. Callaghan stated that both he and his neighbor had similar noise issues; and when he heard that they were planning a major remodel of the campus, he presumed that they would need to do so under current City Code. If that was the case, Mr. Callaghan questioned why the sound system was not required under a Conditional Use at this time, and why it remained grandfathered in if the entire thing was being moved.

Mr. Callaghan noted the senior housing units across Lydia Avenue from the college, and with removal of trees, it left no sound barrier between those memory care and nursing home units and the college. Given the steep slope and topography of the area, Mr. Callaghan opined that the trees were not nearly as tall as the proposed lights, and would instead be way above his land and other adjacent properties. Mr. Callaghan advised that the light levels shown have no meaning to him, and needed to be provided to him in foot candles that he could understand.

At the request of Chair Gisselquist, Mr. Callaghan responded that he had not had problems with lighting on the fields in the past, as the fields were not currently provided with lights in the current PUD. Mr. Callaghan opined

that the new football stadium shown in the PUD was not there before and represented a new and significant change. Mr. Callaghan further noted that the addition of six new tennis courts on this site, which had never been there before, was also a major change and opined that it was not consistent with the PUD and didn't look anything like the arrangement they're proposing for the site. Mr. Callaghan expressed confusion with the conditions proposed by staff. Since he and other neighbors had experienced noise issues at least twenty times per year over the last twenty-five years, and no one from the college had even called him attempting to seek resolution, Mr. Callaghan opined that of all the neighbors coming and going during that time period, Northwestern was the worst neighbor.

Mr. Callaghan further questioned if the City had done anything to-date to enforce its current ordinances, or instead suggested that a false statement had been presented by the City if staff was interpreting the code by not bringing up this proposal as a major development.

Chair Gisselquist clarified that the noise issue was not the focus of tonight's discussion. Chair Gisselquist advised that staff could be asked to look into that issue if so desired by Mr. Callaghan and audience members as indicated; however, the lights were the focus of this discussion, and other issues should be handled by staff, not the Planning Commission.

Mr. Callaghan responded that staff had not done so before. Mr. Callaghan asked specifically if the lights would be off no matter what by 10:00 p.m. each night. Mr. Callaghan advised that he suffered a stroke four years ago, and needed a sufficient amount of sleep or he could not effectively work or function; and opined that his health would be seriously affected if the lights were not off by 10:00 p.m. Mr. Callaghan noted that part of staff's analysis included health impacts; and alleged that his health would certainly be affected if the lights were not off by 10:00 p.m.; and suggested that be included as an additional condition.

At the request of Chair Gisselquist for clarification, Mr. Paschke advised that there were no City Code requirements for lighting in this situation.

Mr. Callaghan noted that there had been significant discussions and conditions applied to the Walmart development.

Mr. Paschke noted that the requirements of the Walmart development required submission of the photogenic lighting proposal as displayed and indicating 10ths of a foot candle. Mr. Paschke advised that there were minimum standards for parking lots, but not standards for field lighting; and were based on common sense and review by staff according to each specific proposal and use. While Mr. Paschke noted that Mr. Callaghan may be able to see the lights from his property, the installation as proposed in the plan would have no foot candle on his property and no light would spill off from the fields.

Chair Gisselquist concurred, noting that the way the lighting had been laid out and limited foot candle allowances further out, it appeared to address the issue well.

Mr. Callaghan opined that it was then no different than the building constructed on the campus years ago that now cast a shadow on his living room.

Mr. Paschke clarified that there was no rule that a building couldn't cast a shadow in a back yard.

With reference to the area photograph currently displayed, Member Daire questioned which building was casting the shadow, with Mr. Callaghan pointed out the building with the red roof.

Mr. Hill noted that the building was two-stories tall.

Chair Gisselquist summarized the points brought forward by Mr. Callaghan; noting that the college and staff would be cognizant of those points of concern in their ongoing process for this project. However, Chair Gisselquist clarified that it was not the role of the Planning Commission, a group of community volunteers, to arbitrate neighborhood disputes; assuring Mr. Callaghan that his concerns had been heard and were part of the public record from tonight's hearing. Chair Gisselquist personally opined that he felt the college had taken many steps to minimize lighting for the surrounding community; and even though the sound issue was not before the body tonight, he was hopeful that by reorienting the public address system and other fields, they were making a good faith effort to address both noise and lighting concerns.

Regarding light impact, as directed by the Chair, Member Daire asked if Mr. Callaghan was able to see the light did that mean to him that it was at a higher level than he wanted to tolerate.

Mr. Callaghan responded that he had purchased his home without a dark back yard, and doubted that light poles raised 79' – 90' would not have a significant impact on his property and quality of life. With Member Daire clarifying that the maximum height indicated 80', Mr. Callaghan opined that they would still be taller than the trees;

and he couldn't see how they could possibly be blocked between the trees and his house. At the request of Member Daire as to what would satisfy Mr. Callaghan other than if he could see no lights whatsoever from the college, Mr. Callaghan clarified that a 0.50 foot candle would satisfy him.

Chair Gisselquist noted that the sample photo from St. Thomas indicated an effort to direct lights onto the field and not beyond.

In referencing the photometric map, Member Boguszewski reviewed the apparent projections that could impact Mr. Callaghan's property; and questioned whether if one property owner was affected in the entire city by something on a neighboring property, was it appropriate to apply a Conditional Use on that particular action to mandate that it occur or if it was appropriate with certain circumstances making it right and property or a Conditional Use. If he, as a property owner felt a Conditional Use should apply, but staff determined that it was not needed for that action, Member Boguszewski asked if there was a process for a citizen to appeal staff's decision and create discussion with a broader body (e.g. City Council). In this particular case, whatever the actual history, at some point staff determined that the sound system, adjunct of the lighting question, did not require a Conditional Use; so Member Boguszewski questioned if a citizen had a means of redress to take it a step further and open it up for further investigation.

Mr. Paschke responded that, in this particular instance, a citizen could appeal in writing to the City Manager and seek a legal opinion from the City Attorney as to whether a Conditional Use was required for replacing a pre-existing system; keeping in mind that the City was bound by State Statute as well as City Code specific to non-conforming things they could require to be replaced. If the field is being changed and the system being updated to a new one which was intended to be fashioned to be less impactful than the current one for the neighbors on the west, but it was determined by the City Manager through the City Attorney that it required a Conditional Use, staff would then respond accordingly. However, Mr. Paschke further noted that the standard threshold for noise was quite high and was governed by State Statute and other agencies beyond the City that set that bar quite high. Regarding Mr. Callaghan's allegations that he has communicated with staff but his concerns have not been heard, addressed or resolved, Mr. Paschke advised that he could not respond at this time without further research.

Mr. Callaghan responded that the thresholds established by the State said that the level was 60 decibels, the level at which this discussion was at.

Mr. Paschke responded that the noise level on the field versus at Mr. Callaghan's house was much different.

At the request of Member Boguszewski, Mr. Paschke clarified that to his knowledge, the college would not be required as part of the appeal process to provide documentation that they have met noise threshold standards.

Member Boguszewski advised that his intent in making sure that process was known was based on Mr. Callaghan's opinion that his concerns had not received a fair and adequate hearing. Mr. Boguszewski concurred with Chair Gisselquist that, since the sound system could be addressed through that alternative avenue and as a separate issue, testifiers focus their comment only on the light issue as previously directed.

Mr. Callaghan questioned if that meant the Commission was going to consider lighting and not sound; and would that mean the college would be told to leave the sound off. Since the sound system was changing, Mr. Callaghan expressed confusion as to how that could be, since they'd never had lights on the field and only played day games.

Chair Gisselquist reiterated that tonight's discussion was focused on the lights, with the process presented by Member Boguszewski and staff on how citizens could follow-up with the sound issue.

Member Daire noted that Mr. Callaghan's concern was also found in 8.0 of the staff report "Suggested Action" indicating that it appeared that field lighting and the public address system were being requested under the Conditional Use; and sought clarification if the intent was actually to separate them.

Chair Gisselquist clarified that he was basing his comments on staff's review and presentation that the Conditional Use was only addressing lighting.

Member Murphy concurred, noting that Section 7.0(b) in the staff report clarified that the proposed outdoor athletic fields and field lighting were not in conflict with the 2007 PUF regulating campus development.

Chair Gisselquist concurred, stating that he stood corrected.

At the request of Member Boguszewski, Mr. Lloyd addressed apparent incongruence's in the staff report, advising that Section 4.2 specifically addressed the height of the lighting pole and current exemption of the existing public address system and potential replacement of such as a grandfathered item. Mr. Lloyd noted that the introductory

paragraphs may indicate that the public address system was identified in City Code as a Conditional Use, in Section 4.2 it stated that it exists and a modification of it does not remove it from that grandfathered status; with a recommended condition that clarifies that, as long as we're talking about lighting, we can make it a condition to ensure it coordinates with the intent of the field's speaker system when not in use.

Member Boguszewski noted that Mr. Lloyd's statement got to the heart of his suggestion to ensure there was an alternate process for citizens; since staff had determined that the portion of the application having to do with the speaker system was grandfathered in and the proposal by Northwestern didn't require it to be called out separately. Since tonight's action is only focused on lighting with staff having determined that the sound system did not apply, Member Boguszewski advised that if Mr. Callaghan wanted to suggest an additional Conditional Use and at what point the speaker system may trigger it as an additional condition and good neighbor issue, he had recourse to do so with the appeal process. Member Boguszewski noted that, since staff had separated the issues at the beginning of their report and subsequent recommendations, staff had provided the specifics for a proposed motion following tonight's public hearing.

Mr. Callaghan reiterated his question as to why the adjacent properties across Lydia Avenue were being subjected to this without a barrier for the field or stadium on any PUD, at least not the one approved in 2007; and questioned again why this was not considered a significant enough change to warrant it no longer being grandfathered in. Mr. Callaghan opined that the proposed field didn't look anything like the original campus Master Plan; which of course, Northwestern hasn't shown to the Commission.

With Member Daire noting that the displayed map indicated that the stadium now existed, Mr. Callaghan opined that it does not, only the field exists.

Mr. Lloyd displayed a copy of Exhibit B, consisting of the 2007 PUD, and approved concept site master plan, map and orientation showing a stadium structure with bleachers, a football field, and field house that would extend further westward across the existing parking lot, and specifically the stadium facility as it appears in that concept plan, but in a different location, even though the same facilities, just oriented differently. Mr. Lloyd noted that this was typically how a PUD was structured, and this request was not changing the nature of the PUD and anticipated development on campus.

At the request of Member Boguszewski, Mr. Lloyd clarified that the notice requirements would have included the neighbors; and even though the notice distance today was larger than when the PUD was approved, it would have been on a sliding scale to include applicable radii at that time, but would not have been less than 350'. Mr. Lloyd also responded to Member Boguszewski that the owners of the nursing home properties mentioned by Mr. Callaghan would have been included in that notice area; but had not appeared at that time and apparently not tonight.

Ernie Willenbring, 832 Lovell Avenue

Mr. Willenbring opined that this was simply a matter of common sense and that Roseville was a city with many activities and people; and if not so, the community would be dead. Mr. Willenbring suggested that, if residents were bothered by the light, they should pull down their shade, unless that was too simple of an idea. With cities having activities going on, it was only natural, and suggested that if bothered, neighbors either find a common sense resolution, or they should have purchased outside of a city.

Troy West, 3076 Shorewood Lane

As it relates to dovetailing noise and light issues, Mr. West stated that his concern was that by extending the lights on the field would extend noise, which was currently very significant as it bounced off the buildings, making it just as loud further away as on the field. As an example, Mr. West noted that, the Saturday after he moved into the home, there was some kind of practice on the field for 3-4 hours, which he found very fatiguing, and while not constant, if on a weekend, it was like being on the field itself. Again, Mr. West stated that his concern was that the lights would make the noise be extended after dark, and opined that this went hand in hand with effects on a person's quality of life, even though he didn't find the lights to be as big of a deal as the noise for him personally.

At the request of Member Boguszewski, Mr. West confirmed that he purchased the home in August of 2013. When Member Boguszewski asked if the real estate agent didn't disclose the proximity of the college, Mr. West clarified that he found the game to be energizing, and with only five home games per year, his concerns were only with rudimentary things (e.g. practices on Saturday or Sunday and extending practices into the evening with the addition of the lights). Mr. West stated that he didn't mind the evening games, but was concerned with the sound being later into the evening due to adding the lighting allowing for later play; which could potentially increase the noise tenfold.

At the request of Member Daire, Mr. West located his home on the displayed map, and responded that in the summer time he could not see the college much, and therefore light was not an issue, since he could only see the building roofs, and with the leaves on the trees, he found it very nice aesthetically. At the request of Member Daire, Mr. West opined that the baseball field was higher than his home, and therefore the sound would drift down. Member Daire noted that Mr. Callaghan indicated that the field was elevated and provided a significant drop-off from the road to the lake and asked Mr. West's opinion. Mr. West opined that this may be the reason for the increased sound resonating back, noting that boats and people talking on the water were also significantly loud since water carried sound and lends itself to those acoustics. Mr. West reiterated that, sound from the practice fields making it seem like you're on the field itself.

Member Cunningham asked college representatives the total number of practices they anticipated, and whether they would be held later creating concerns for neighbors.

Mr. Hill responded that when the lights were on it didn't mean the sound system would be activities, as it would be used only for games, and only an occasional whistle would be heard during practices. Mr. Hill opined that, with Ultimate Frisbee or Three-on-Three Soccer, the fields may be light at night. Mr. Hill clarified that there were never any practices held by Northwestern on Sundays, or any contests or inter-murals. Since the college had never yet had lights, Mr. Hill stated that he couldn't address their future use; however, typically the college held practices 3-5 nights per week, but typically not on Wednesdays or Fridays.

At the request of Member Murphy, Mr. Hill responded that the United States Tennis Association wanted the tennis courts to be lit; with tennis typically more of a spring sport, based on weather. Mr. Hill anticipated using lights the least for those types of sporting events given their limited time frame. Mr. Hill noted that during the summer, students were still in session, and there could be the potential for use of the lights 3-4 times per week. However, Mr. Hill advised that the lights would be on a timer that could be operated by cell phone; and clarified that the tennis lights were lower and on the sides for tennis play.

Member Murphy advised that he was attempting to determine how late the tennis fields may be used during the day. Mr. Hill responded that tennis was done in May and they did not have fall sessions, only practices. However, while recognizing it as a good question, Mr. Hill again noted that, since there was no past history to determine the frequency or timing of light use, he was unable to pin it down, even though he had consulted with colleagues at the Roseville Parks & Recreation Department, and both Roseville Area High School and the Mounds View High School both users of the fields and in an attempt to determine their uses. Mr. Hill noted that the neighborhood was also allowed on the courts, with all of those uses mentioned using the fields to a much greater extent than the college.

Member Boguszewski sought to clarify that the photometric map was not an aspiration that the college was mandated for a cloudy day or at 3:00 a.m. in an effort to ensure that the college was fully aware that the candle foot off the property line and beyond could not exceed that shown, and if so would require mitigation to address any concerns of property owners speaking tonight, and to make sure there was no negative effect on those neighbors and that this was the absolute maximum allowable.

Mr. Hill noted that the lighting plan was created by an engineer in order to provide those assurances.

Annette Phillips, 3084 Shorewood Lane

As a resident since 1967 in this same neighborhood, Ms. Phillips stated that she'd seen a lot of development on this campus property, and felt some clarifications had to be made. While the fields may not be used as indicated by college representatives, Ms. Phillips advised that they were used on Fridays for pep rallies, currently held in the afternoon, and she anticipated they would not be moved to the evening and would be in addition to the number of uses identified previously tonight. Ms. Phillips opined that sometimes those pep rallies were noisier than the football games themselves. Ms. Phillips noted that the college also ran summer youth programs, and since it is lighter in the summer evenings, how much further would those uses be extended with the addition of lights and with sound available during those youth activities. Ms. Phillips noted that her main question was could those fields be lighted without such tall structures; opining that it seemed to her that they were going way above the trees which would make the impact even more devastating for neighbors.

Dan Cooke, 3070 Shorewood Lane

Mr. Cook advised that many of the same neighbors present tonight were present at the Planning Commission Public Hearing and subsequent City Council meeting when the original PUD was approved. At that time, Mr. Cooke noted that the college stated that their mission was to educate children, promote mission and to be good neighbors. Mr. Cooke directly turned to question college representatives as to whether that was still true.

313 Chair Gisselquist reviewed protocol for comments to be directed to the Chair and Commission, not the audience
314 or applicants.

315 Mr. Cooke opined that, in his review of the staff report, they indicated that current noise would be mitigated by
316 undertaking this action; however, he asked the Chair if it was possible for the college – in their own self-interest
317 and in their mission to be good stewards of the land and good neighbors – to perform noise studies and mitigate
318 any problems found. While recognizing that Roseville was certainly a city, it was not New York City; Mr. Cooke
319 opined that the college should be willing to do the right thing and perform that study, asking if the Chair would
320 consider that as a condition.

321 Chair Gisselquist stated that the Commission could take it under consideration within their role and as part of
322 tonight's discussions following public comment.

323 Mr. Cooke opined that from the design presented, it appears that the settling pond will be compromised from its
324 current, existing plan and PUD, and questioned how that was going to be addressed.

325 Mr. Paschke advised that the plans would need to proceed through the City as well as through the watershed
326 district to obtain their permits to do any improvements. As part of their conceptual plans, Mr. Paschke advised that
327 the college would have to address stormwater management under today's standards and requirements. However,
328 Mr. Paschke clarified that this is not an issue before the Planning Commission and was handled administratively
329 by city and watershed staff during the permitting process. Mr. Paschke again clarified that the issue before the
330 Commission and subject to public comment is for the purpose of a Conditional Use for outdoor lighting on the
331 ballfields. Mr. Paschke assured the public that all regulations needing to be met and achieved would be done as
332 staff reviewed specifics of City Code and watershed district rules and regulations, and approved and permitted
333 accordingly.

334 At the request of Member Daire, Mr. Cooke pointed out the location of the settlement pond on the aerial map
335 displayed; with Member Daire clarifying that there was no development proposed across that road.

336 In conclusion, Mr. Cooke concurred with the neighbors who brought up their issues repeatedly, and opined that
337 the operations of Northwestern had reduced their property values and quality of life, despite their claims of
338 wanting to be good stewards, in reality that had not transpired. On behalf of the group, Mr. Cooke reiterated that
339 opinion.

340 **Cindi Cooke, 3070 Shorewood Lane**

341 Ms. Cooke stated that she had concerns about lights and noise; opining that the noise could be taken care of by
342 shifting the stadium (stands and field); and she hoped that was the result, even though she continue to have
343 concerns.

344 Ms. Cooke specifically suggested aiming the noise directly at the buildings, however, she recognized Mr. West's
345 previous remarks about sound traveling and bouncing, and wondered if that bounce back may be part of the noise
346 problem, that it was bouncing off the dorms and back to the residential area. Ms. Cooke opined that sometimes
347 she thought they heard things better at home than within the stadium itself.

348 Regarding the lights, Ms. Cooke recognized that you needed to be able to see in order to play games; however,
349 she expressed concern about the height of the lights. With the location of their property on the other side of the
350 lake and Northwestern higher than those properties, with 80' light poles, Ms. Cooke opined that it would be putting
351 it so high the residences would be looking at the underside of the lights. On one of the charts, Ms. Cooke noted
352 that it seemed to be a significant number of lights, and even if they were not on all the time, it still sent up a flag
353 for me. Since there are currently no lights, Ms. Cooke stated that it wasn't a problem, but once installed, they'll be
354 in use, and therefore, decisions on future use could not be based on current use, since there isn't any current use.
355 Ms. Cooke opined that, if the lights were installed, it only made sense for them to use them.

356 Ms. Cooke referenced the staff report, and indications that a majority of the trees would remain and be used for
357 screening. However, Ms. Cooke observed that there were no 80' trees out there; and as shown by the lake, there
358 was a steep slope to the lake, creating a hollow, and those trees wouldn't do any screening of the lights, as they
359 would below the light source.

360 **Mr. Cooke**

361 Mr. Cooke questioned if it was possible to light the field with 60' lights that would be in compliance with City Code.
362 Mr. Cooke opined that it seemed if there were two available options, and one was in compliance with code and
363 one requiring an exception, it seemed prudent to pursue code compliance without exception. Mr. Cooke
364 suggested it may be possible, with the help of lighting engineers, as done at the St. Thomas field.

Mr. Paschke clarified that, since the Conditional Use was for lighting ballfields, there were no City Code standards other than conditions placed on it, with the design provided by Musco the lowest limit to get appropriate lighting for existing fields – soccer, football, and baseball – with rationale for providing sufficient lighting, as players wanted daylight-like conditions for playing. Mr. Paschke noted that this request was no different than other schools with ballfields, and that the system incorporated here was state of the art, and different from those at the High School by being directed directly down on the field to impact their impact. Mr. Paschke advised that he did not have the light engineering expertise to advise if the college could provide the same lighting with shorter poles. Mr. Paschke advised that he had been told by Musco that this was the most efficient and economical way to light the fields.

Member Boguszewski opined that the college representatives seemed to understand that the lighting plan needed to be adhered to; and as a citizen when he looked at a street light, he was personally not aware of the candle strength, or whether it was higher or lower or what difference that might make, since to him it appeared to have the same amount of intensity. Member Boguszewski opined that the school understood their mandate to meet those maximums; and if they did not do so, asked staff the repercussions to them from the City's enforcement perspective if residents felt the light was exceeding those limits. Member Boguszewski asked how citizens could call the City's attention to that and what resources were available to ensure the college was in compliance, or in the extreme case, the City needed to withdraw their Conditional Use.

Mr. Paschke responded that the City's action would be to call for another lighting study to make sure they were operating as approved with this improvement; and if they were found to be out of compliance, they would be required to bring it back into compliance. If there remained ongoing problems with the lighting with the intensity and/or spill effect remained a problem, Mr. Paschke advised that the City could look to rescind the use or consider placing more enforceable conditions on the installed lighting system.

Member Boguszewski clarified, with Mr. Paschke responding affirmatively, that there was a way at some point for a resident to proceed if they felt the mandates were being exceeded; and addressed factually and scientifically by a study not by personal perceptions.

Member Murphy questioned if, as part of the deliverable product, a builder could measure lights and randomly pick points to measure to make sure they are all at the same or lesser valuable.

Mr. Paschke responded that, to his knowledge, no such condition had ever been required.

Member Boguszewski questioned if it was even necessary to suggest that the City do so, as long the body was comfortable that they had recourse to call the City's attention to what they felt was a compliance issue and subsequently seek resolution. Member Boguszewski noted that the point was to light the field itself, and if spillover light was found to be escaping that zone, the applicant would be compelled to address the issue.

Tim Callaghan

Mr. Callaghan questioned if the map and lighting plan assumed that this is all level ground, opining that it was not.

With concurrence of Chair Gisselquist, Member Boguszewski noted that this was not just the lighting engineers laying out something they think may happen, but was a prescribed calculation of the overall plan, including the lay of the land; and if they could not achieve the 1/10 foot candle, that responsibility was on them.

Mr. Callaghan, in referencing the statement about the settling pond, opined that the parking lot line shown was moving 30' into the settling pond area.

Chair Gisselquist advised that this is something staff would review, along with watershed district staff, as the plan proceeded; noting that there remained a lot of hoops to jump through during that permitting and approval process.

Mr. Callaghan stated that is was his intent to correct any misconceptions that the road was not moving, as it was doing so.

Through a displayed concept plan map, Mr. Lloyd clarified that the proposed field layout and parking lane and pond are on the far side of the parking lane; cautioning that the displayed map may not be at scale as it was reduced in size to fit tonight's display and report purposes.

Mr. Callaghan disputed the distance, opining that if the distance was measured according to the map, it was longer than it used to be, and that it should be the same as the drawing.

With concurrence of Chair Gisselquist, Member Boguszewski clarified again, that as plans became more detailed, and/or as the city or watershed district staff discovered any problem with the ability for that pond to function as needed, the project would not be allowed to happen, as the functionality of the pond was required and regulated to be maintained.

Chair Gisselquist closed Public Hearing at approximately 8:06 p.m.

MOTION

Member moved, seconded by Member Murphy to recommend to the City Council APPROVAL of the outdoor athletic facilities and associated field lighting as a CONDITIONAL USE for the University of Northwestern at 3003 Snelling Avenue; based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated March 5, 2014.

Commissioner Position Statements

Given the previously outlined recourse and process available for citizens with complaints, Member Boguszewski spoke in support of the motion.

Member Murphy concurred with Member Boguszewski, and spoke in support of the motion. Member Murphy noted that Section 7 of the staff report provided conditions that would need to be met for foot candle light, regardless of the height of the poles, including those on the west end of the property line.

Member Stellmach spoke in support of the motion, stating that he was sympathetic to the public comments; but saw the information provided in the plan and photometric plan to create the lowest lighting necessary to light the field and abide by the standards and conditions as outlined. Member Stellmach also recognized the alternate process for residents to address their sound concerns and other concerns as noted.

Chair Gisselquist spoke in support of the motion, stating that the lighting plan appeared to be proscriptive and mandated according to that plan; with alternatives for residents to address their concerns if existing sound issues are evident. Although Chair Gisselquist personally questioned if some of those concerns may be more of a personality issue that is serving to create an ugly situation, he stated that he would need hard facts to back up any allegations that the day-to-day operations at Northwestern and the athletic fields were degrading property values. Chair Gisselquist opined that the proposal seemed to him reasonable and it appeared that Northwestern was attempting to be a good neighbor.

Member Cunningham spoke in support of the motion; but thanked tonight's speakers for coming out and also thanked college representatives for their attendance and for their professionalism even with apparent conflicts among those testifying. Member Cunningham again clarified that tonight's proposal was only related to lights, and urged the college to perform a voluntary sound assessment of the neighborhood to ensure they were in compliance with State Statute, and in an effort to address any legitimate concerns of the neighborhood if not already addressed with the redirected public address system being proposed, as well as previous actions taken with the existing system. Member Cunningham encouraged neighbors to look into the process outlined tonight to address any remaining concerns; opining that, as a Planning Commissioner, she did not feel those concerns were within her role to consider in her vote tonight. Member Cunningham noted the definitive map laid out for Northwestern to keep the lighting level in compliance with that photometric plan. Member Cunningham encouraged the neighbors and college to keep working together to address any ongoing noise issues if evidenced.

Member Daire noted that a number of questions had been raised for him; and when he spoke with Mr. Callaghan, he indicated that it would be his desire that he not be able to see the lights. However, when looking at the St. Thomas University example, he noted the fall off of light on either side of the lights, with those light standards, as proposed for this field, to focus on the field. Member Daire noted that, while he could see lights, the level of that lighting was not something of concern to him if he could see lights, but not of any bother versus no lights at all, meaning no night games or impairing the safety of those playing at nights. Member Daire advised that he was sensitive to fields being higher than residences around the lake, especially on Shorewood Lane, especially as referenced to Mr. West's comments. However, Member Daire noted that the stadium would be focused away from that neighborhood and not on the current periphery, which had to account for something related to noise mitigation as well. Member Daire opined that the argument that noise would be bouncing off dorms and back into the neighborhood seemed to him a weak argument. As a neighbor within 900 yards of the Roseville Area High School fields, which were probably larger than this field, Member Daire agreed with the comments of Mr. Willenbring, that this is an urban versus rural area, and that was part of the excitement of living in a city. While recognizing that others may not like that excitement, Member Daire expressed his understanding. On balance, Member Daire stated that he would be voting in support of the motion as far as lighting was concerned; and even if sound was included as part of that motion, he would remain inclined to still support the motion.

Ayes: 6

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 24th day of March 2014 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 OUTDOOR ATHLETIC FACILITIES WITH FIELD
LIGHTING AS A CONDITIONAL USE AT 3003 SNELLING AVENUE (PF14-003)**

WHEREAS, the University of Northwestern, St. Paul owns the property at 3003 Snelling Avenue, which is legally described as:

**PIN: 04-29-23-11-0002
The Northeast Quarter of the Northeast Quarter of Section 4,
Township 29 North, Range 23 West**

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CONDITIONAL USE on March 5, 2014, voting 6 – 0 to recommend approval of the use based on public testimony and the comments and findings of the staff report prepared for said public hearing; and

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

- a. The ability of the proposed light fixtures to limit the vertical and horizontal extent of the illumination in addition to the preservation of much of the existing tree cover in the area should combine to minimize, if not eliminate, negative light-related impacts, consistent with the buffering goals in the Comprehensive Plan;

- 26 **b.** The proposed outdoor athletic fields and field lighting are not in conflict with the
27 2007 PUD regulating campus development;
- 28 **c.** Accounting for light pole height with this approval, the proposed athletic facilities
29 and field lighting can and will meet all applicable City Code requirements; moreover,
30 the approval can be rescinded if the approved use fails to comply with all applicable
31 Code requirements or any conditions of the approval;
- 32 **d.** Impacts of campus development, including environmental and traffic impacts, were
33 evaluated during the 2007 review and approval of the PUD and, because the present
34 proposal is consistent with the 2007 PUD, the proposal should not be expected to
35 intensify any practical impacts on parks, streets, or public infrastructure;
- 36 **e.** Given that the proposed outdoor athletic facilities are consistent with the governing
37 PUD, and that the majority of existing trees buffering and screening the facilities are
38 to be preserved, the proposed athletic facilities with field lights will not be injurious
39 to the surrounding neighborhood, will not negatively impact traffic or property
40 values, and will not otherwise harm the public health, safety, and general welfare.

41 NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE
42 the proposed outdoor athletic facilities with field lighting as a CONDITIONAL USE at 3003 Snelling
43 Avenue in accordance with Section §1009.02 of the Roseville City Code, subject to the
44 following conditions:

- 45 **a.** Field lighting shall be located and installed as indicated in the plans reviewed with
46 this application to minimize glare and spill-over light outside of the campus property
47 and achieve the specified photometric values.
- 48 **b.** Field lighting shall be off when the outdoor athletic facilities are not in use.

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

52 WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 24th day of March 2014.

(SEAL)

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

DATE: 3/24/2014
ITEM NO: 9.a

Department Approval:



City Manager Approval:

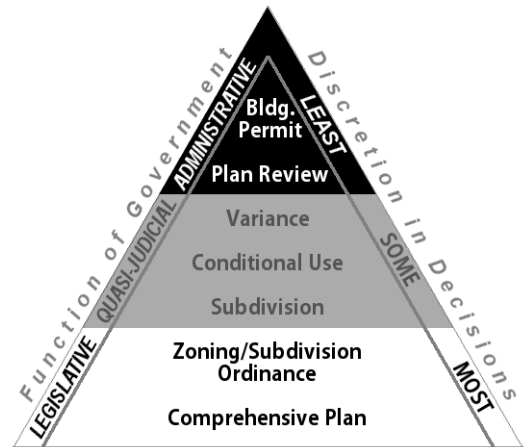


Item Description: Adopt an Ordinance Amending Table 1004-5 of the Zoning Ordinance specific to the Medium Density Residential District

Application Review Details

- RCA prepared: March 20, 2014
- Public hearing: March 5, 2014
- City Council action: March 24, 2014
- Statutory action deadline: na

Action taken on proposed zoning text amendments is **legislative** in nature; the City has broad discretion in making such regulatory decisions based on advancing the health, safety, and general welfare of the community.



1.0 REQUESTED ACTION

The Planning Division seeks approval of **Zoning Text Amendments** to the Medium Density Residential District to create greater flexibility to achieve housing goals and objectives and to facilitate the Greater Metropolitan Housing Corporation redevelopment of 2325 and 2335 Dale Street and 657, 661, 667, and 675 Cope Avenue into a mixed-residential development. These amendments affect Table 1004-5.

2.0 SUMMARY OF RECOMMENDATION

Planning Division staff concurs with the recommendation of the Planning Commission (4-2 vote) to approve the proposed **Zoning Text Amendments** to Table 1005-4 of the Roseville Zoning Ordinance; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt an Ordinance approving text amendments to Table 1005-4 of the Roseville Zoning Ordinance; see Section 8 of this report for the detailed action.

4.0 BACKGROUND

With the adoption of the Zoning Ordinance in 2010, numerous standards and requirements were implemented to address goals, objectives, and previous issues and/or concerns that had been raised throughout the many years that had lapsed since the last major amendment. These new requirements were, for the most part, untested and/or unproven, which is not uncommon in the field of planning, especially when Roseville was seeking to implement more up-to-date standards. Such amendments were discussed at length recognizing the possibility that these unproved/untested regulations may someday need amendment in order to address or support a specific development.

Fast forward to today where the Planning Division has encountered some challenges within the Medium Density Residential District (MDR) regarding the proposal by the Greater Metropolitan Housing Corporation (GMHC) to redevelop the Dale Street and Cope Avenue properties. This proposed development includes three distinct housing types: row homes along Dale Street, a courtyard or pocket neighborhood between Cope and Lovell Avenues, and townhomes along Cope Avenue. The challenges come with the various types of setbacks in a mixed-residential development versus the basic or standard setbacks in a single use type residential development.

APPLICABLE SETBACKS

The Planning Division has reviewed the site redevelopment and the MDR District setback requirements and concludes that the following setbacks apply to the site:

- Front yard minimum building setback of 30 feet along Dale Street and Cope Avenue
- Front yard minimum building setback of 15 feet for the interior courtyard
- Side yard (corner) minimum building setback of 15 feet for “attached” row home along Cope and Lovell Avenues
- Side yard (interior) minimum building setback of 10 feet for pocket neighborhood along Cope and Lovell Avenues
- Side yard (interior) minimum building setback of 8 feet on town home end units
- Minimum periphery setback of 30 feet from the side and rear yards of 660, 670, and 676 Lovell Avenue and from 687 Cope Avenue

ROW HOMES

A row home is an urban form of housing that is typically placed at or near the front and rear property lines, thus maximizing the lot on which it is placed. Under the MDR District, the required front-yard setback for any residential use is 30 feet, where such an urban form of housing would be precluded from placement/development unless a variance was granted. In review of the street functional classification, the Planning Division has concluded that a row home placed adjacent to a B Minor Reliever (Dale Street) or an A Minor Augmentor (Lexington) and an A Minor Reliever (Count Road C) should be allowed to be placed at the property line or a minimum of 15 feet from the street curb edge, whichever is greater. Further, and for the sake of clarity, we would suggest the porch of the primary structure be placed at or near the property line and the primary structure be set back a minimum of 8 feet from the property line.

58 In review of the GMHC proposal of 9 attached “row home” units in two distinct modules,
59 the porches on these units would be placed 4 feet from the property line adjacent to Dale
60 Street, and the primary structure would be a minimum of 8 feet from the property line.
61 Further, the porch would be a minimum of 12-1/2 feet from the sidewalk and 30 feet
62 from the street edge – all of which conform to the proposed text change recommended by
63 the Planning Division and supported by the Planning Commission.

64 **Recommended Text Amendment – reflected in Table 1004-5:**

65 **Front Yard Setback - Row Home (attached housing) zero feet for porch, 8 feet for**
66 **primary structure and/or 15 feet minimum from the curb edge of an adjacent non**
67 **local (B Minor Reliever, A Minor Augmentor, or A Minor Reliever) street,**
68 **whichever is greater.**

69 **COURTYARDS**

70 A courtyard development is a form of cluster housing or pocket neighborhood designed
71 around a common courtyard. Cluster housing or pocket neighborhoods are also designed
72 as compact, higher-density, single-family developments that have private roads that act
73 like traditional alleys behind the homes since pedestrian access occurs at the front or
74 courtyard of the home/development.

75 In review of the Zoning Ordinance, the Planning Division is not exactly sure why the
76 MDR District requires a 30-foot periphery setback, except for when there is a need for
77 greater separation of uses such as when higher density attached or multi-family housing
78 is proposed adjacent to single-family housing. When small-lot single-family residences
79 are adjacent to single-family residences with standard-sized lots, there is little or no
80 impact, and such a setback should perhaps be treated similarly to that of a side-yard
81 setback. The Code is also unclear about whether the periphery setback for a courtyard
82 home is to be from its specific rear property line or the distance separation from the rear
83 of home/courtyard structure to an adjacent property line. Similarly, it is unclear why
84 there needs to be a 15-foot courtyard setback, but no minimum courtyard width, since the
85 courtyard is the centerpiece of such a development. Establishing a minimum width for
86 the courtyard would create a pleasant and aesthetically pleasing separation from the front
87 of the homes on either side of the courtyard.

88 The Planning Division has reviewed the setback requirements for such a housing type in
89 the context of both a mixed-residential development as well as a stand-alone
90 development and believes that the periphery setback for detached housing should be a
91 minimum of 30 feet from the primary structure to the adjacent periphery property line
92 and that a prudent requirement would be to require a buffer of landscape or fencing to
93 screen a private road/alley, which is what the Code currently indicates though this
94 requirement is not stated all that clearly. The periphery setback should be increased for
95 attached and/or multi-family use, since these structure types have a greater wall mass
96 presence than detached housing. The Planning Division suggests a periphery setback for
97 attached and multi-family housing be a minimum of 45 feet from the structure to the
98 periphery property line, which is an increase of 15 feet from the existing requirement.
99 Because the Code is unclear as to the required driveway, alley, or ring road, the Division
100 has suggested a minimum 5-foot setback for this road/drive from the periphery property
101 line, however, the Planning Commission felt that such a minimum setback should be
102 increased to provide additional separation and green space – their recommendation is a
103 minimum 10-foot setback.

In review of the courtyard setback of 15 feet from property line, the Planning Division believes that the setback needs to be more flexible and correlated to the courtyard width rather than a front yard. Since these homes do not front a public street, but rather green space, there seems to be less of a potential impact or even need for a setback. A courtyard home is very similar to a row home, in that a courtyard house is compact and has limited personal lot area; most of the green space is common space for the development. The Planning Division suggests the creation of the following courtyard and structure setback standards: courtyards 40 feet in width or less = 15-foot minimum setback; courtyards of 41 to 45 feet in width = 10-foot setback; and courtyards greater than 46 feet in width = 5-foot minimum structure setback.

Recommended Text Amendments – reflected in Table 1004-5:

The required periphery rear yard setback for one-family and two-family detached housing shall be 30 feet and the minimum for setback for attached and multifamily shall be increased to 45 feet. The required side yard periphery setback for one-family and two-family housing shall be 5 feet, for attached (townhome) housing shall be 8 feet, and all other housing (multi-family) shall be 20 feet.

Courtyards 40 feet in width or less = 15-foot minimum setback; courtyard of 41 to 45 feet in width = 10-foot setback; and courtyards greater than 46 feet in width = 5-foot minimum structure setback.

TOWNHOMES – COPE AVENUE

The last product design is a typical owner-occupied townhome on individual lots with a zero lot line between each unit. The 7 townhomes currently proposed will occupy the 4 former single-family residential lots along Cope Avenue and include porches, which leads to similar setback issue as the row homes along Dale Street. Specifically, the proposal includes a porch that extends 8 feet into the front yard or 22 feet from the property line adjacent to Cope, an 8-foot interior side-yard setback from the alley, a 15-foot setback from individual lot lines and 47 feet from periphery lot line at the rear (north) of the units, and an 8-foot western side yard or periphery lot-line setback.

Setbacks determined by the Planning Division to apply to this development type are a 30-foot periphery setback along the north property line adjacent to 660, 670, and 676 Lovell Avenue, a 30-foot periphery setback along the west property line adjacent to 687 Cope Avenue, a 5-foot interior side-yard setback from the structure to the interior lot line adjacent to the alley, and an 8-foot setback for end units from property lines (or 16 feet between units).

In June 2011, the Planning Division sought and received approval for a text amendment to address front porches in the Low Density Residential-1 and 2 Districts (LDR-1 and 2) where such improvements, covered non-enclosed porches, are allowed 22 feet from the front property line. Such a design feature is not specifically addressed in the MDR, however, such a feature is still desired to create a similar context of house-forward and pedestrian-friendly design. The Planning Division would suggest housing types other than multifamily in the MDR District be allowed to meet a minimum 22-foot setback where the nearest point of the residence is a covered, non-enclosed porch.

The Planning Division would also modify the periphery setback for detached and attached (townhome) housing units to be more consistent with the existing LDR-1 and 2 interior setback of 5 feet. In this case the Division would recommend that the side yard

minimum periphery setback be 5 feet for one-and two-family housing, 8 feet for attached (townhome) housing, and 20 feet for multiple-family housing. The Division would also modify the interior side yard setback for attached housing from 8 feet to 5 feet and eliminate end unit from the code as well. As stated above, the minimum rear yard periphery setback should remain 30 feet for one and two-family housing, but increase to 45 feet for attached (townhome) and multi-family housing.

Recommended Text Amendments – reflected in Table 1004-5:

Non-enclosed porch minimum front yard setback = 22 feet

Periphery side yard setback for detached, two-family and attached (townhome) housing types adjacent to LDR or single family residential use shall be a minimum of 8 feet; all other uses shall be 30 feet.

The Planning Division has proposed a number of clarifying statements and/or new requirements be added to the table; they are as follows:

- Side yard setback receiving a “periphery” requirement of 5 feet for one and two-family, 8 feet for attached and 20 feet for multifamily developments.
- Added the term “street” to corner and reverse corner side yard so that interior courtyard development is treated similarly.
- Added an interior rear yard setback of zero for all types of developments.
- Created a minimum setback for an alley of 5 feet when used in a one and two-family development, 10 feet in an attached unit development, and 20 feet in an attached unit development.

Please see Attachment A where the Planning Division has created a site plan sheet that includes all required setbacks so as to clarify how they apply.

5.0 PROPOSED ZONING TEXT AMENDMENTS

The following, highlighted in red underline (new) and black strikeout (current), are the proposed text amendments as they would appear in Table 1004-5 of the Roseville Zoning Ordinance:

Table 1004-5	One-Family	Two-Family	Attached	Multifamily
Maximum density	12 Units/net acre - averaged across development site			
Minimum density	5 Units/net acre - averaged across development site			
Minimum lot area per unit	4,800 Sq. Ft.	3,600 Sq. Ft.	3,600 Sq. Ft.	3,600 Sq. Ft.
Minimum lot width	40 Feet	30 Feet/unit	N/a	N/a
Maximum building height	30 Feet	30 Feet	35 Feet	40 Feet
Maximum improvement area	65%	65%	65%	65%
Minimum front yard building setback				
Street - <u>local</u>	30 Feet <u>a</u>	30 Feet <u>a</u>	30 Feet <u>a</u>	30 Feet
<u>Street – non-local (A and B</u>	<u>NA</u>	<u>NA</u>	<u>zero feet b</u>	<u>30 feet</u>

Table 1004-5	One-Family	Two-Family	Attached	Multifamily
<u>Minor Reliever and A Minor Augmentor)</u>				
Interior courtyard – <u>40 foot or less courtyard width</u>	15 Feet <u>c</u>	15 Feet <u>c</u>	15 Feet <u>c</u>	15 Feet
<u>Interior courtyard – 41-45 foot courtyard width</u>	<u>10 feet c</u>	<u>10 feet c</u>	<u>10 feet c</u>	<u>10 feet</u>
<u>Interior courtyard – 45 feet or greater courtyard width</u>	<u>5 feet d</u>	<u>5 feet c</u>	<u>5 feet c</u>	<u>5 feet</u>
Minimum side yard building setback				
Interior	5 Feet	5 Feet	8 <u>5</u> Feet (end unit)	10 Feet
<u>Periphery</u>	<u>5 feet</u>	<u>5 feet</u>	<u>8 feet</u>	<u>20 feet</u>
Corner/ <u>street</u>	10 Feet	10 Feet	15 Feet	20 Feet
Reverse corner/ <u>street</u>	Equal to existing front yard of adjacent lot, but not greater than 30 feet			
Minimum rear yard building setback				
<u>Interior</u>	<u>0 feet</u>	<u>0 feet</u>	<u>0 feet</u>	<u>0 feet</u>
Periphery	30 feet	30 feet	30 <u>45 feet</u>	30 <u>45 feet</u>
Minimum periphery <u>alley</u> setback	<u>10 feet e</u>	<u>10 feet e</u>	<u>10 feet e</u>	<u>10 feet e</u>

- a. Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 22 feet from the front street right-of-way line.
- b. Zero feet setback for non-enclosed porch or 15 feet from A/B Minor Reliever or A Minor Augmentor, whichever is greater.
- c. Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 4 feet to the front courtyard parcel boundary.
- d. Where courtyards are equal to or exceed 45 feet, covered entries and porches sheltering (but not enclosing) front doors may extend to the front courtyard parcel boundary.
- e. Requires landscaping and/or fencing approved by the community development department

6.0 PLANNING COMMISSION ACTION

At their meeting of March 5, 2014 the Planning Commission held the duly noticed public hearing regarding the text amendment request and had a few questions of the City Planner regarding the proposal, specifically in regards to the periphery setback. Commissioners discussed a couple of modifications, but settled on increasing the setback for the alley of a private drive adjacent the periphery property line (Attachment B).

The Planning Commission voted 4-2 to recommend approval of the proposed text amendments as modified.

SUGGESTED CITY COUNCIL ACTION

Adopt an Ordinance amending the text within Table 1005-4 to be consistent with Section 5 of this report;

196 All based on the comments and findings of Section 4 and recommendation of Section 5
197 and 6 of this report.

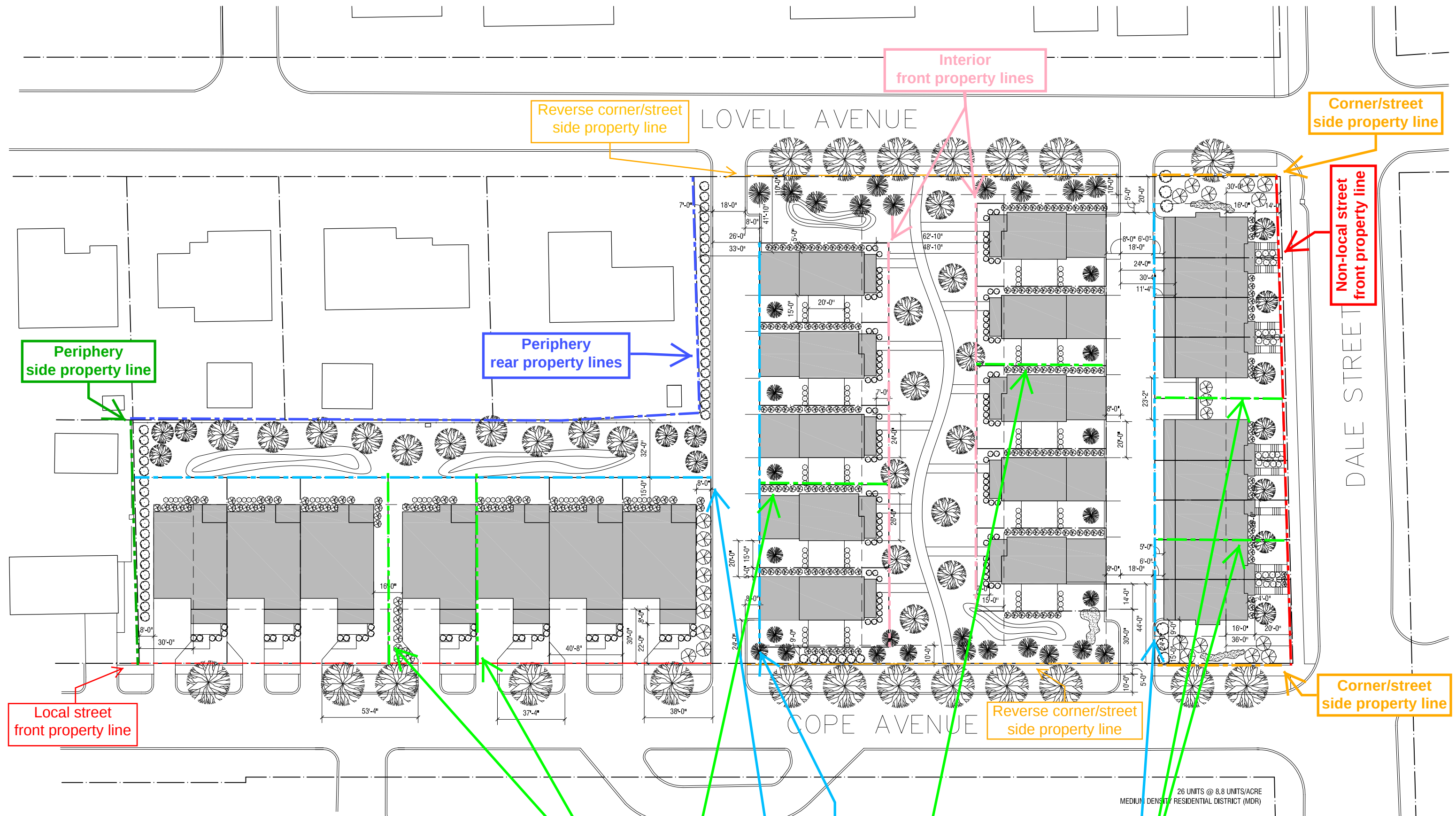
198 **7.0 ALTERNATIVE COUNCIL ACTIONS**

199 **Pass a motion to table the item for future action.** Tabling the item should be
200 accompanied by specific directives of the City Council and to a date certain, preferably
201 on a docket in April.

202 **Pass a motion, to deny the requested approvals.** Denial should be supported by
203 specific findings of fact based on the City Council's review of the application, applicable
204 zoning regulations, and the public record.

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

Attachments: A: Setback site sheet B: Draft PC Minutes
C: Draft Ordinance D: Summary Ordinance



ROSEVILLE
Greater Metropolitan Housing Corporation
02.21.2014

CERMAK RHOADES ARCHITECTS

EXTRACT FROM THE MARCH 24, 2014 ROSEVILLE PLANNING COMMISSION MEETING

b. PLANNING FILE 14-004

Request by Roseville Planning Division for approval of ZONING TEXT AMENDMENTS pertaining to setback requirements in Medium Density Residential (MDR) Districts

Chair Gisselquist opened the Public Hearing for Planning File 14-004 at approximately 8:52 p.m.

City Planner Thomas Paschke summarized the request as detailed in the staff report, for approval of ZONING TEXT AMENDMENTS in the Medium Density Residential Zoning District (MDR) to create greater flexibility to achieve housing goals and objectives. Mr. Paschke advised that this previously untested portion of the Zoning Code, formally adopted in 2010 and amended in 2011 provided for reasonable setbacks based on logic. Mr. Paschke noted that, as actual uses had come forward, and a more in-depth application process developed, along with the proposed Greater metropolitan Housing Corporation (GMHC) redevelopment known as the "Dale Street Project," it had become apparent that some of those requirements were not appropriate and changes were indicated to address various challenges in realistic application and use. Mr. Paschke reviewed those applicable setbacks that had been creating some of those challenges, as detailed in Section 4.0 of the staff report; and specifics of the types of homes proposed for the GMHC proposal, and on pages 2 through 7 of the staff report and involving some types of homes not those typically or currently found in Roseville at this time. Each of those specific areas included staff's recommendation for text amendments that would further address those current challenges with setbacks coming forward in a mixed-residential development versus standard setbacks in a single-family type of residential development.

Mr. Paschke noted a further slight modification related to the Dale Street Row Home proposal of the GMHC, with the surveyor providing updated information earlier today, with the packet information changing from that listed to a setback of four versus fourteen feet from the property line on the north. Mr. Paschke opined that neither proposal was unreasonable as long as there was separation from the street – curb edge – of 15' or more or a setback of 0' to 15' from the curve edge, whichever is greater. Mr. Paschke noted that this accomplished the goal for the structure or porch to be setback from that public portion as indicated for the row homes as proposed.

At the request of Member Boguszewski, Mr. Paschke clarified that the front porch could be up to the property line or a minimum of 15' from the curb edge of Dale Street; with Dale Street 30' from that and allowing for 12.5' from the proposed sidewalk installation; providing more than enough separation from the street itself and the porch, even though that area would vary depending on the side of the property. Mr. Paschke further clarified that staff was proposing 0', and the applicant was proposing 4' and 30' respectively; and responded that a pathway would be installed versus the existing cement side walk.

At the request of Member Daire as to how this compared to the Carey Dale Row Houses further to the north, Mr. Paschke responded that he was not sure, as those had been constructed some time ago, and current zoning code requirements were not longer applicable.

Member Boguszewski asked for a staff explanation on how this recommendation was not incongruous with staff concerns to retain walkability in neighborhoods and to avoid massing. Member Boguszewski opined that to him this seemed of great concern and contrary to those goals.

Mr. Paschke respectfully disagreed, opining that the massing addressed in those concerns were more related to large buildings, with those buildings, in accordance with the zoning ordinance, required to be located up to the property line or close to it; and most involving corner locations. Therefore, Mr. Paschke noted that code required a large portion within a certain number of feet of

the property line, with the goal of code to create pedestrian-friendly situations, and no parking in front of those buildings in residential situations. In a more urban, row home situation versus the above-referenced apartment complex, Mr. Paschke noted that the goal was to promote activity near the street or sidewalk through the use of stairs, porches or community gathering areas. In apartment complexes, Mr. Paschke confirmed that there were obviously some issues of massing to deal with, but code required that they be at or near the front property line, which he would support; using the recent Aeon development and building as an example. Mr. Paschke opined that avoidance of massing in this instance was being addressed through vertical and horizontal articulations.

At the request of Member Boguszewski, Mr. Paschke confirmed that the architect for the GMHC project had provided elevations at Open Houses showing conceptual drawings for the row homes. In referencing those drawings, and as staff displayed them for the public, Member Boguszewski opined that, even though there was a lot of volume, the architectural detail mitigated and softened the feel of a sterile mass along Dale Street and Lovell Avenue.

Mr. Paschke concurred, opining that they became more inviting.

Member Boguszewski asked if it was staff's understanding that the depiction of the elevation drawings was fairly representative of what the development will actually look like, and how it applies to this specific zoning text change request.

Prefaced by noting that this text amendment would not be specific to this development, but would be included as part of any future development in a MDR Zoning District, Mr. Paschke advised that this was what staff was proposing in the text amendment request, that those future developments could be at that same setback level as long as they promoted all other requirements and nuances of the zoning ordinance and comprehensive plan. Theoretically, Mr. Paschke advised that the intent with this recommendation was that throughout the City this text amendment could translate into that type of design. Under current zoning ordinance language, Mr. Paschke advised that someone could propose a row home without a porch, and the City could not require such an amenity or regulate how and where they were separated from the property line.

At the request of Member Murphy, Mr. Paschke restated the proposed setbacks, right up to the property line, somewhere around 10' behind the existing trail, with porches proposed 4' off the property line. Theoretically, Mr. Paschke reiterated that the zoning ordinance language was not being changed for this project; and anyone wishing to build a row home and put in this type of design could also be permitted to do so. Mr. Paschke clarified those setback requirements and conclusions on page 2 of the staff report that applied specifically to the Dale Street Project.

Chair Gisselquist confirmed, with staff concurring, that the zoning text amendment recommendation is more generic, and the specific shown related to the Dale Street Project showing actual setback applications and how they would impact neighboring properties in this type of development were being used as an example.

At the request of Member Stellmach, Mr. Paschke clarified the front yard setback relative to local streets (Lovell and/or Cope Avenues) with Dale Street and Lexington Avenue more typical of where this type of urban housing or row home application would be located. Therefore, Mr. Paschke advised that the text as it tied to the chart of uses would need to be changed as well, and if along Cope and/or Lovell Avenues, the setbacks would be greater.

At the request of Member Stellmach, Mr. Paschke reviewed street classifications and their intended functions, as reviewed on Page 3, Section 4 of the staff report; and addressing where it would be more appropriate to have a more urban edge to a development.

In reviewing recommended text amendments for front yard setbacks for courtyards of the row homes between Cope and Lovell Avenues, Mr. Paschke reviewed aspects of this type of cluster housing or pocket neighborhoods designed around a common courtyard. Mr. Paschke noted that the ring road would serve as a private alleyway, with homes placed off that with the internal courtyard serving as the front of those homes. Under current code requirements with setbacks required to be much greater, Mr. Paschke advised that staff did not feel that was appropriate given that the most important element was the width of the courtyard versus how far the front was setback off the courtyard. As outlined on page 3, Mr. Paschke reviewed the aspects of private space needed, and questioned if property lines would be that noticeable versus those for a single-family development. Also, Mr. Paschke noted that typically in this type of urban housing development, there was no need for a rear yard setback, with the proposal for a zero setback, and garages fronting up to the alley.

Mr. Paschke noted that staff was recommending a retention of the current internal side yard, and specific to the Dale Street Project, noted that it may meet or even exceed that setback.

Mr. Paschke advised that staff was recommending front yard setbacks, with porches involved, be tied to the width of the courtyard area; and provided several scenarios for courtyard boundaries, with caveats all related to porches to keep those porches in front of the homes.

Specific to the Dale Street Project, and the request of Member Boguszewski, Mr. Paschke advised that the courtyard widths were over 45' and the setback was at approximately 7'.

Member Boguszewski, specific to the interior courtyard, but not its width, questioned the setback space behind the houses on the western edge of the pocket neighborhood and the width of the alley. From his perspective, Member Boguszewski opined that this created a single-lane alley, not a ring road; and conceptually, he would prefer to see a setback for interior versus sufficient through-space behind. Member Boguszewski opined that his philosophy of setbacks for the front of a house was to manage control and consistency over that part that was visible to the front of the world. However, in a pocket development, Member Boguszewski noted that the world only saw the backs or garages, and in the Dale Street Project, it appeared to be a narrow, single-lane alley circling this pocket. Between that and the row homes on Dale Street, Member Boguszewski questioned the impact burden of the developer and how they planned to sell it to the buyer, butting up narrowly to an existing property owner. Therefore, Member Boguszewski opined that he cared more about rear setbacks from the garages on the edge of the Dale Street Project, or other potential developments as well.

Mr. Paschke advised that this was now at 30' and there was no recommendation for changing that periphery setback, unless Member Boguszewski wanted to suggest a greater setback for the alley as part of this action currently being considered, and for creating standards applying to any such development. Mr. Paschke opined that this was a unique situation, with most private driveways having a 5' – 10' setback. While understanding the impact of things, Mr. Paschke advised that staff was seeking consistency with how they've been allowed in other situations.

At the request of Member Murphy and specific to the Dale Street Project, Mr. Paschke advised that there was a 33' setback between the proposed garages and the adjacent, single-family home on the side property line on the west; with the setback angling, and at a minimum distance of 7' from the back of the curb line to the property line where it angled again. Mr. Paschke advised that the minimum requirement determined by the Fire Marshal for the alley was 18' for the two-way road, and even though they'd prefer it slightly wider, this is the minimum they indicated.

For comparison purpose, Member Daire advised that, in Minneapolis, their alleys are 12' wide, and this is proposed at 18' wide. Member Daire noted, and Mr. Paschke concurred, that typical parking lot stalls provided 21' across from one stall to another to allow for turning and backing, with the alley for the Dale Street Project providing a distance of 26' from the garage itself; 5' more

than found in parking lots with perpendicular parking. Mr. Paschke advised that Roseville City Code required a 24' drive lane.

In linear feet, and specific to these ten residents, with only five on one side being of great concern to him, Member Boguszewski noted that those concerns are not just width, but whether or not there was adequate space to address those five families and their cars versus the density of uses in Minneapolis, which may actually be less than the potential in this area, especially during peak periods and during winter months.

Member Daire advised that, of more concern to him, was snow removal and/or storage from the alley and where parking and visitor parking was proposed for the homes. Member Daire opined that it appeared prudent for him to say that the 8' parking bay for cars parked across garage doors would suffice; however, he questioned if that was actually true, and if that remained the general consensus, where would visitors park. While recognizing that if this GMHC proposal was being used as an example, if things were allowed here, they would be allowed elsewhere, behooving the Commission to answer the question now.

In response, Mr. Paschke clarified that this was not what was before the Commission tonight for consideration; and that it was not up to the Commission to address parking, but only the application of setbacks. Mr. Paschke opined that it was up to the developer to design their project and make it work accordingly and within the parameters of City code. Mr. Paschke noted that to-date, the GMHC proposal had been through a considerable amount of neighborhood discussion and open houses, and crafting and re-crafting to get to this point. Further, Mr. Paschke noted at the most recent City Council meeting where this concept proposal, as revised, was reviewed by that body, additional parking had been suggested that had not initially been provided, with the applicant now providing that parking behind garages to address additional off-street parking. Mr. Paschke noted that the applicant remained amenable to addressing concerns and issues and addressing them as much as possible, as evidenced by this concept site plan versus the plan initially submitted. Mr. Paschke encouraged the Commission to consider modification of current setbacks but not necessarily to take them in the context of applying only to this specific GMHC proposal.

While Member Daire noted that they still needed to be applied, Mr. Paschke responded that not necessarily; since if the Commission set the setbacks, the applicant would need to find a way to comply with them. Mr. Paschke reiterated that staff, in realistic use, was not considering that the current 30' setback was prudent; and considered that the 30' would be more than adequate in the rear yard. While this would involve more traffic, Mr. Paschke noted that this was not a local road or thoroughfare, but only an alley.

Member Boguszewski opined that the nature of this development made it different from other developments and was designed to be a ring road and interface between the pocket cluster and outer roads. Having attended an informational meeting, Member Boguszewski noted that residents in attendance had verbalized that, while over time they had come to accept this proposal and it was a better alternative to what had originally begun as a 60-80 unit development, and was now reduced in density, his single impression from that one open house he attended that their acceptance was based on this versus the original proposal seen as a total disaster for their neighborhood.

Mr. Paschke responded that, under the current zoning ordinance, a portion of the Dale Street Project site could be developed into High Density Residential (HDR) with someone allowed to build 12-24 units per acre.

Member Boguszewski recognize that possibility; and clarified that he was not concerned and was more supportive of moving from HDR to MDR, but was more interested in setbacks that would govern MDR zoning across the City as land became available in a more favorable economic

future. While understanding that the amount of acreage per family dwelling would be reduced, Member Boguszewski opined that it was his understanding that range for the current price points of the proposed units facing each other and having little other land available, was to make the development successful but make sure a sufficient buffer was in place between those picket neighborhoods and historical existing neighborhoods to address potential impacts. Member Boguszewski recognized also that he wanted the GMHC proposal to work on the property jointly owned by the City and Housing and Redevelopment Authority (HRA). However, Member Boguszewski opined that it was not the role of the Planning Commission as to whether or not the project would fail or proceed, or if pricing was a concern; but it was its mission to offer protection for existing residents when it could be anticipated.

Mr. Paschke stated that he did not disagree, but noted that there were simply some things that had not been accounted for in current code, such as a setback line for alleys. While it could remain blank, and be allowed up to the periphery property line, Mr. Paschke noted that there were other things that factored into mitigating impacts, such as fencing or landscaping that would also develop as part of this or any future proposal. Mr. Paschke clarified that, from his perspective, it may have been better to not have a site plan available to use as an example and to simply talk about this in general to avoid focusing on this particular site plan and types of structures proposed, and not necessarily in this particular design or site layout. However, Mr. Paschke opined that it was now hard to separate this project from the proposed text amendments, when the recommendations were based on challenges found by staff that needed to be clarified as review of proposals were coming forward and based on realistic versus conceptual use and application.

Member Daire noted that the proposed text amendment was tied to the Dale Street Project via the staff report; and his gut reaction was therefore that it was being brought forward at this time to fit into that specific project, even though it will also fit with any future developments in an MDR zoning district. Therefore, Member Daire questioned if it was applicable to say the Project was only an example, when it was in actuality the route for the proposed text amendments. Member Daire recognized that, since the Dale Street Project was proposed on City-owned property, the goal was to make it work and proceed; with the HRA having defined its preferences and the process was now to make it work. Member Daire advised that he was not opposed to that process, and he also was willing to concur that any text amendments would be applicable city-wide and not just this project; however, he did note that the emphasis was being placed on this revision due to having put emphasis on the Dale Street Project, even though it may apply to the remainder of the City's MDR zoning districts.

Member Murphy sought clarification on the proposed changes to Table 1004-5 on page 6 of the staff report and last row for alley setback ranges and rationale for them. Member Murphy also questioned if the intent of those setbacks was to allow landscaping or mounding.

Mr. Paschke reviewed the proposed revisions for one-family, two-family, attached, and multi-family properties, opining that the rationale was that a multi-family or apartment complex had a greater impact than a small lot, single-family residential property. As those setbacks related to townhomes potentially on a larger parcel in Roseville (similar to Lexington and Roselawn Avenues tucked back with a ring road), Mr. Paschke opined that perhaps a road could be placed adjacent to a residential property along the periphery, with a setback greater than 5' indicated in such a scenario depending on the number of units. Mr. Paschke advised that City Code allowed fencing or landscaping, consistent with the zoning ordinance and driveways, and the alley setback requirement was not added to the chart for that specific purpose, as in negotiations with anyone, the minimum requirement would remain 5'.

Based on the Dale Street Project, Member Murphy noted that the applicant had 7' now, and with the proposed 5', an additional 2' was provided at the narrowest point.

At the request of Member Boguszewski, Mr. Paschke advised that the alley setback for the Dale Street Project would be from the blue line displayed to the curb edge with the setback in the rear of the garages in excess of 30'. Further discussion ensued specific to that Project and displayed maps and concept drawings under current and recommended zoning code text.

Member Boguszewski opined that from his perspective, the problem was that there was nothing mandating a setback from the rear of the structure (garage) to the adjacent rear property line. Mr. Paschke questioned the rationale of Member Boguszewski, opining that the alley only added pavement, and nothing else was to be gained. Member Boguszewski responded that his concern was in the width of the alley especially if the garages were directly up against it with no setback requirement; opining that there was a need for some area for separation.

Chair Gisselquist concurred with the concerns raised by Member Boguszewski, and discussion ensued regarding off-street parking, traffic flow, and density concerns; with those density concerns new to the community with the type of housing units proposed with the Dale Street Project.

Member Boguszewski stated that his preference, not specific to the Dale Street Project but in general, was that there was the need for the separation of the back of the structure (garage) and existing property lines; and that the width of the ring road for a row home or the cluster/pocket, needed to be wider. As an example, Member Boguszewski noted that the Dale Street Project itself proposed a total of fourteen units in the space typically reserved for three units, all with vehicles coming in an out in the eastern most alley in a very dense situation, with the ring road around that pocket therefore causing him concerns regarding its width. Member Boguszewski opined that the proposed minimum periphery alley setback, as recommended by staff, may not be sufficient to satisfy those concerns; and while recognizing that this type of unit was new to Roseville development, he wanted to ensure that they were done correctly and allowed to succeed. Member Boguszewski expressed his confusion as to how best to address those concerns within the context of Table 1004-5.

Mr. Paschke asked Member Boguszewski what the separation achieved, or what he was trying to correct.

Member Boguszewski responded that he was trying to avoid stymieing congestion on the ring road; and to provide enough separation on the west side of the Dale Street Project to not prove harmful or to overburden the street and existing properties to the west.

Mr. Paschke assured Member Boguszewski that traffic generated from this development would not overburden the streets; to which Member Boguszewski sought Mr. Paschke's rationale, with the proposed development in a land mass typically used for four single-family homes.

Mr. Paschke responded that the road itself is designed for thousands of vehicles per day; and this project wasn't going to generate that much traffic on a daily basis, nor was there that much current traffic in totality for this project or for the existing traffic reaching near capacity for the road, even though traffic volume would increase to some degree. Based on the current comprehensive plan zoning of HDR, Mr. Paschke noted that the proposed use and MDR zoning was much less dense than what could potentially be developed on that property.

Member Boguszewski recognized that potential, however, he opined that he didn't think the proposal's density or setback proposed was realistic.

Chair Gisselquist opined that an HDR development would be impactful, it would potentially have a different flow and access points; and further opined that he didn't see as many problems with buffer areas.

Member Murphy asked if snow removal was part of setback considerations or if it should be. Given that it potentially is, Member Murphy questioned if the alley setback and width allowed for that snow removal and storage, based on this winter's weather. While recognizing that it was the responsibility of the homeowner – or homeowners' association – to take care of its removal, Member Murphy questioned where the plow pushed it or could the problem be avoided by widening the alley or periphery alley setback; however, he questioned if either of those options provided a solution.

Mr. Paschke responded that he couldn't ensure that there wouldn't be a problem with snow removal and/or storage; however, he questioned how widening the alley would resolve the issue. Specific to the Dale Street Project, Mr. Paschke noted that areas and space was outlined for snow management on the site, but in a year like this, it certainly became more problematic for everyone throughout the City. Mr. Paschke noted that City Code attempted to design things to eliminate potential impacts; however, he could not guarantee there would be no problem in the future. However, Mr. Paschke opined that widening the alley would not lessen that impact; and reiterated his confusion as to what separation was being sought by Commissioners to address this type of housing unit that didn't have that great of a separation (e.g. row homes and/or pocket homes) with the development attempting to emulate a row home while creating a new urban type of development with green space. Mr. Paschke clarified that this is definitely an urban development, not single-family residential, and therefore it didn't seem realistic to look at it from that perspective. Mr. Paschke advised that he disagreed with the logic under the former code that never anticipated this type of unit or development.

If this zoning text amendment was changed, Member Daire questioned if it would allow the Dale Street Project to proceed as proposed; with Mr. Paschke responding affirmatively, noting that the applicant had other things to address beyond this with their proposal, and questioned if their final proposal would resemble this concept plan as proceeded to a final project.

Member Daire, focusing on the recommended zoning text amendment across the City, suggested returning to that discussion, using the Dale Street Project as one instance of when the proposed amendment could come forward, with both considerations relevant.

Chair Gisselquist closed Public Hearing at approximately 9:48 p.m.; with no one appearing for or against.

Member Boguszewski concurred with Mr. Paschke's most recent comments that this urban design development is new to Roseville, and in as much as the width of the alley per se is acceptable in this dense of a development to make it attractive and to meet the market forces for the developer to contend with for potential buyers. However, outside that bubble, and taken in context with what already exists and people already living in Roseville and not an urban area to the degree of Minneapolis or St. Paul proper, Member Boguszewski noted that this Dale Street Project served as an example of what could be allowed with such a zoning text amendment. Member Boguszewski advised that his concern was with that interface for urban bubbles plopped down in suburban density neighborhoods, and how best to protect those existing homes versus new homeowners coming into the new development. Member Boguszewski admitted that he wasn't sure how to address that: whether it was just property lines, setbacks, of with the width of the ring road speaking to the distance between the outermost edge of the pocket development and existing neighborhood. Member Boguszewski reiterated that his concern was not between the parts of the development itself, but that interaction with what is already outside it; and again expressed his confusion as to where to address those concerns to consider and protect that separation.

Mr. Paschke asked Member Boguszewski what they were trying to be protected from.

Member Boguszewski responded that his concern with the Dale Street Project was that the western alley would impact the existing single-family home; as well as those on the other side, which may not be of great concern in context, but may impact the overall sales of the project itself.

Associate Planner Lloyd noted requirements proposed in Table 1004-5 that would address new and existing setbacks related to periphery property lines; and regardless of the width of the alley and ring road, it appeared that there was a strong interest of from the Commission to ensure adequate space. Mr. Lloyd suggested that simply increasing that setback number in the Table was an option, even if there was no setback requirement from single-family detached homes, perhaps a required setback from the periphery needed to be greater to mitigate those impact concerns.

Member Boguszewski suggested that the periphery setbacks (second line from the bottom of Table 1004-5) could increase from 30' to 45', and would sufficiently address his main concern.

Mr. Lloyd reviewed the intent of that portion of the Table for interior property line setbacks and the periphery addressing the separation of buildings contemplated in a development and how far they were from other properties; within that distance of 30' or 45' an alley of some dimension and providing other space between the alley and property line.

If those were increased, based on the Dale Street Project example, Member Boguszewski sought to clarify that the entire section would need to be narrowed accordingly, with Mr. Lloyd responding affirmatively, that the courtyards would need to be reduced. Member Boguszewski used another example from the Village of St. Anthony and their Eighth and Main development, lacking this separation but having a much more narrow space, which would be his preference with a wider space (45') for one- and two-family homes.

Mr. Lloyd further clarified that the proposal, based on previous discussion, was to increase the minimum periphery alley setback for one- and two-family homes from 5' to 10'.

MOTION

Gisselquist/Murphy

Member Gisselquist moved, seconded by Member Murphy to recommend to the City Council APPROVAL of proposed ZONING TEXT AMENDMENTS to Table 1004-5 of the Roseville Zoning Ordinance, as detailed in Section 5 (Table 1004-5) of the staff report (page 6 of 7) dated March 5, 2014.

Considerable discussion ensued related to the prospective setback amendments for periphery setbacks for minimum rear yard buildings; and minimum periphery alley setbacks for one- and two-family homes; with no consensus found on those numbers and/or their application.

Member Murphy opined that the periphery setbacks jumping from 30' to 45' for one- and two-family homes seemed excessive, and questioned the purpose of adding more to the alley setback requirements, even though he had originally been more concerned with increasing that alley setback to 10'.

Member Boguszewski spoke in support of a increasing from 30' to 45' the minimum rear yard building periphery setback across the entire table no matter the type of structure, and a minimum periphery alley setback of 10' across the board as well to match multi-family requirements. However, Member Boguszewski asked Member Murphy for his alternative suggestion.

Member Murphy suggested bringing the total to 40' by increasing the minimum periphery alley setback to 10' across and retaining the 30' periphery for one- and two-family structures. Member Murphy advised that he was familiar with the view out the rear door of old Fire Station #3 and

could envision a 30' alley and other structures placed accordingly; opining that with other site specific measures including landscaping and/or fencing, the existing neighborhood feel could be retained.

Member Stellmach opined that personally he was fine with the way staff recommended; however, he was even more comfortable with Member Murphy's recommendation.

Chair Gisselquist clarified and confirmed Member Murphy's preference to retain periphery at 30' but moving the alley setback to 10'. Chair Gisselquist concurred with Member Murphy, opining that it was difficult for him to divorce this consideration from the specific proposal before the body.

Member Murphy noted the difficulties since the GMHC proposal was the first of its type to be considered for Roseville and before this body.

Member Daire commended the GMHC on their clever design in utilizing the natural swale in the middle of the subject property and its common area defined facing Cope Avenue and that corridor. In his consideration of the existing drainage difficulties found in the Corpus Christi School area, Member Daire opined that to create an impoundment area with the site sloping to its middle was very clever and would certainly serve to avoid issues as found by the purchasers of single-family homes on Cope Avenue and their complaints of water impounding on their backyard.

Member Cunningham spoke to the issues identified by Member Boguszewski and the problem in bringing an entirely new infill type of neighborhood into the suburb, with most residents perceiving Roseville to be suburban versus urban in nature. Member Cunningham opined that she wasn't convinced that the recommended amendment to the motion would serve to help that perception or even put a bandage on it.

Member Boguszewski admitted that he was unsure how this would play out, and along Cope and Lovell Avenues and Dale Street, with the location of the swale, the project property would not be touching up against existing suburban style homes, even though the next one could do so.

Member Cunningham questioned if throwing out another arbitrary number was going to achieve the desired goal.

Member Boguszewski responded that he didn't know, but his concern was with existing properties and the exterior of this urban type development, not so much what happens within it.

Aside from this current motion, Member Cunningham asked staff if there were other things that could be done, since the consensus among the Commission seems to be that it is an issue; could anything else be done to address it.

From his perspective, Mr. Paschke advised that he was still wrestling with what was actually trying to be fixed, or what was the impact. From his perspective as a City Planner, as well as among his colleagues, Mr. Paschke advised that the consideration is what could be done with a site versus what was being proposed. Mr. Paschke noted that under current language, structures and driveways could be placed much closer to the property line; and what true impact was being mitigated or eliminated; and were there protections in place to address that. Mr. Paschke opined that what was being proposed wasn't serving to alleviate anything, only making the proposed GMHC project more difficult to develop, with the types of housing structures not that impactful to what they would be located adjacent to. If this was a proposal for an apartment complex, Mr. Paschke admitted that then he could see the concerns, but essentially this was a type of single-family home proposed adjacent to another single-family home.

Member Boguszewski opined that the issue was density, basically five single-family homes; with Mr. Paschke clarifying that only two of those impacted this development. Member Boguszewski noted that this was the case with the GMHC proposal, but there could be up to ten homes impacted in another future project.

Chair Gisselquist, while being sympathetic to divorcing the GMHC project from this discussion, opined that if the body voted "nay," it would serve to delay the project. Chair Gisselquist opined that, if that project wasn't hanging over him, he would delay the vote to have further time to consider the implications; however, he was feeling pressured to move forward due to that project.

Member Murphy spoke to what problem was being solved based on what the proposed table could allow based on various scenario and other potential redevelopments amid other single-family dwellings throughout the community. Member Murphy advised that his intent was to protect existing single-family dwellings from MDR properties.

Member Boguszewski opined that if there was a way to provide that protection to existing neighborhoods by simply amending the numbers in the Table, he was against that, as others redevelopments may be fine or may not, but needed protection. Member Boguszewski further opined that rather than changing a few things here to allow this project to succeed, he would prefer to guide future development and not hurt existing dwellings.

Member Daire opined that, if in future developments, using the suggested setbacks from 30' to 45' and 5' to 10' as suggested by Member Boguszewski, it may create difficulties for other sites. However, Member Daire noted that the Variance process was available in those instances to relieve those pressures.

Mr. Paschke recognized that the Variance process was an option; however, he opined that the bar had already been placed high and questioned whether or not true consistency was available using that Variance option.

Member Boguszewski advised that he was not trying to be arbitrary, but understanding the distinctions of single- and multi-family structures, he didn't know what the actual footage should be, but to him it seemed that it needed to be higher. If the upper end was 45' and the preference was for a lower number, Member Boguszewski stated that he wanted to hear from staff what numbers would work.

Member Cunningham advised that she agreed with 99% of what Member Boguszewski was attempting to accomplish; and while wanting to vote in support of the friendly amendment, without more information, she was not inclined to approve something without the benefit of that additional impact and potential impact

Mr. Paschke clarified that staff was not proposing any amendment to the things the Commission is currently proposing be changed, with no proposal to change the setbacks currently under discussion by the body. Mr. Paschke noted that the recommended change, other than increasing the multi-family setbacks as indicated on the Table, was only as noted in the staff report. Mr. Paschke noted that the body was trumping what was currently in code and staff believed to be inappropriate, and serving to set the bar too much higher than necessary.

Member Cunningham questioned if the intent in fixing the current structure with the proposed text amendment from staff was to provide a buffer between new urban neighborhoods and older, existing neighborhoods.

Mr. Paschke responded that staff was not seeking a text amendment for what the body was trying to change; and clarified that staff had not proposed that as part of their text amendment, as detailed in the staff report.

Member Boguszewski clarified that it did however, apply to MDR, and the attributes of this inward-facing pocket development that made this a special case of that category that warranted looking into. While not knowing what MDR was originally put into place, Member Boguszewski guessed that it was an entirely different model than the GMHC proposal, a unique situation with the rear side outward facing, and increased traffic and garages all outward facing, with much of what was being discussed a result of that unique nature; and to him it was not incongruous or a concern just for this development.

Mr. Paschke responded that this type of project was what the code contemplated in 2010.

Member Boguszewski responded that he should then just let it stand.

Mr. Paschke responded negatively, noting that in 2010 such a courtyard development was considered; and clarified that he was not disputing the fact that there may be some impacts.

Member Daire questioned if the four footnotes shown under Table 1004-5 were currently in code or not; with Mr. Paschke advising that they do not currently exist.

Member Murphy asked the maker and seconder of the motion if they were willing to accept 30' for the periphery minimum rear yard building setback and 10' minimum periphery alley setback.

Member Boguszewski responded that he would accept that, that it would help and he really did not want the GMHC project to be stalled; however, he needed to consider that this was only one adjacent property to be impacted with that project, but there may be many more with future developments from the perspective of existing property owners versus those liking a more urban development.

FRIENDLY AMENDMENT

Member Boguszewski moved, seconded by Member Daire to amend the motion to increase the last line of Table 1004-5 for minimum periphery alley setbacks for one- and two-family structures to be 10' rather than the recommended 5' by staff; and to keep the periphery of one- and two family homes at 30', with the attached and multi-family structures requiring 45'.

FRIENDLY AMENDMENT

Ayes: 6

Nays: 0

Motion carried.

Mr. Paschke clarified the correction made to the table by staff after preparation of the staff report for minimum front yard building setbacks for "Street – non-local (A and B Minor Reliever and A Minor Augmenter)" in the "attached" column from "10'" to "0'"; specifically to address row homes for placing them 15' from the street curb in order to always ensure a 15' separation from the road to the property line.

Chair Gisselquist advised that he would be voting in opposition due to not having enough information on the numbers being recommended and subsequently amended.

MOTION (AS AMENDED)

Ayes: 4

Nays: 2 (Gisselquist and Cunningham)

Motion carried.

City Council action on this item is scheduled for Monday, March 24, 2014.

City of Roseville

ORDINANCE NO. _____

AN ORDINANCE AMENDING SELECTED TEXT 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 modify/clarify specific requirements within Table 1004-5 pertaining to the Medium Density Residential Districts.

SECTION 3. Table 1004-5 is hereby amended as follows:

Table 1004-5	One-Family	Two-Family	Attached	Multifamily
Maximum density	12 Units/net acre - averaged across development site			
Minimum density	5 Units/net acre - averaged across development site			
Minimum lot area per unit	4,800 Sq. Ft.	3,600 Sq. Ft.	3,600 Sq. Ft.	3,600 Sq. Ft.
Minimum lot width	40 Feet	30 Feet/unit	N/a	N/a
Maximum building height	30 Feet	30 Feet	35 Feet	40 Feet
Maximum improvement area	65%	65%	65%	65%
Minimum front yard building setback				
Street - local	30 Feet a	30 Feet a	30 Feet a	30 Feet
Street – non-local (A and B Minor Reliever and A Minor Augmentor)	NA	NA	zero feet b	30 feet
Interior courtyard – 40 foot or less courtyard width	15 Feet c	15 Feet c	15 Feet c	15 Feet
Interior courtyard – 41-45 foot courtyard width	10 feet c	10 feet c	10 feet c	10 feet
Interior courtyard – 45 feet or greater courtyard width	5 feet d	5 feet c	5 feet c	5 feet
Minimum side yard building setback				
Interior	5 Feet	5 Feet	8 5 Feet (end unit)	10 Feet
Periphery	5 feet	5 feet	8 feet	20 feet
Corner/ street	10 Feet	10 Feet	15 Feet	20 Feet
Reverse corner/ street	Equal to existing front yard of adjacent lot, but not greater than 30 feet			

Table 1004-5	One-Family	Two-Family	Attached	Multifamily
Minimum rear yard building setback				
Interior	0 feet	0 feet	0 feet	0 feet
Periphery	30 feet	30 feet	30 45 feet	30 45 feet
Minimum periphery alley setback	10 feet e	10 feet e	10 feet e	10 feet e

- a. Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 22 feet from the front street right-of-way line.
- b. Zero feet setback for non-enclosed porch or 15 feet from A/B Minor Reliever or A Minor Augmentor, whichever is greater.
- c. Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 4 feet to the front courtyard parcel boundary.
- d. Where courtyards are equal to or exceed 45 feet, covered entries and porches sheltering (but not enclosing) front doors may extend to the front courtyard parcel boundary.
- e. Requires landscaping and/or fencing approved by the community development department

SECTION 3. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 24th day of March, 2014

City of Roseville

ORDINANCE SUMMARY NO. ____

**AN ORDINANCE AMENDING TABLE 1004-5 OF TITLE 10, ZONING ORDINANCE OF THE
ROSEVILLE CITY CODE**

The following is the official summary of Ordinance No. ____ approved by the City Council of Roseville on March 24, 2014:

The Roseville City Code, Title 10, Zoning Ordinance, specifically Table 1004-5, has been amended to establish new requirements within the Medium Density Residential District.

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: _____
Patrick Trudgeon, City Manager

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

DATE: 3/24/2014
ITEM NO: 9.b

Department Approval



City Manager Approval

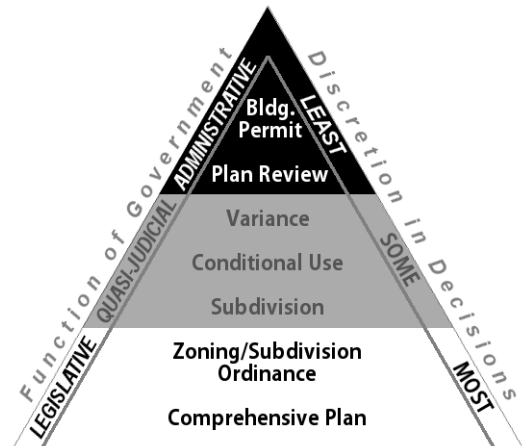


Item Description: **Adopt a Resolution changing the Comprehensive Land Use Map designation; Adopt an Ordinance amending Zoning Map classification;** 657, 661, 667, and 675 Cope Avenue, and 2325 and 2335 Dale Street and regarding a request by the Roseville Housing and Redevelopment Authority (RHRA) and the Greater Metropolitan Housing Corporation (GMHC)

Application Review Details

- RCA prepared: March 19, 2014
- Public hearing: March 5, 2014
- City Council action: March 24, 2014
- Statutory action deadline: April 22, 2014

Action taken on proposed Comprehensive Plan and zoning amendments 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

RHRA and GMAC seek approval of a **Comprehensive Plan land use map change and zoning map change** to facilitate the redevelopment of the subject properties into a mixed residential development of 8.3 units per acre.

2.0 SUMMARY OF RECOMMENDATION

Planning Division staff concurs with the recommendation of the Planning Commission (5-1 vote) to approve the proposed **Comprehensive Plan land use map change and zoning map change**; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a Resolution changing the Comprehensive Land Use Map designation from Low-Density Residential (LR), High Density Residential (HR), and Institutional (I) to Medium Density Residential (MR); Adopt an Ordinance amending Zoning Map classification from Low-Density Residential-1 (LDR-1), High Density Residential-1 (HDR-1), and Institutional (I) Districts to Medium Density Residential District (MDR); 2325 and 2235 Dale Street and 657, 661, 667, 675 Cope Avenue; see Section 8 of this report for the detailed action.

4.0 BACKGROUND

The subject properties, located in Planning District 7, have Comprehensive Plan Land Use Designations of Low-Density Residential (LR), High Density Residential (HR), and Institutional (I), and the respective zoning classifications are Low-Density Residential-1 (LDR-1), High Density Residential-1 (HDR-1), and Institutional (I) Districts.

Beginning in 2012, the Roseville Housing and Redevelopment Authority (RHRA) began discussing the purchase of 2325 Dale Street and four single-family lots along Cope Avenue and they began working with the City Council on the acquisition of the former fire station at 2335 Dale Street, all in preparation for a housing redevelopment. In October 2012, the RHRA moved forward with a purchase agreement for the residential lots (2325 Dale Street and 657, 661, 667, 675 Cope Avenue) and a memorandum of understanding with the City Council regarding the purchase of fire station #3.

In January 2013, the RHRA began the Corridor Development Initiative (CDI) process for the "Dale Street Redevelopment Project." This process offered a series of workshops to engage stakeholders, seek out common values, explore financial viability, and recommend development objectives for the site. The CDI process was guided by an advisory panel that defined the work plan, timeline, technical support, and best uses for the site. Property owners from the area (greater than the 500 foot public notification requirement) were notified of the process and many area residents attended events throughout the CDI process.

Based upon the outcome of the CDI process, the RHRA issued a request for proposals (RFP) for the 3-acre Dale Street redevelopment in August of 2013. The RFP sought development proposals for the 3-acre site that promote intergenerational living and connections to surrounding features, enhance neighborhood character and amenities, and encourage sustainability. From the RFP process, the RHRA received 3 proposals, and all 3 proposals were presented to the RHRA Board for consideration. The RHRA Board selected Greater Metropolitan Housing Corporation (GMHC) as the preferred developer.

Over the next few months the proposal was refined to its current design which includes 8 row home units along Dale Street, 10 single family courtyard homes between Cope and Lovell Avenues, and 7 townhome units along Cope Avenue (Attachment C). This proposal is what is triggering the three land use map changes from Low-Density Residential (LR), High Density Residential (HR), and Institutional (I) to Medium Density Residential (MR) and the respective zoning classifications changes of Low-Density Residential-1 (LDR-1), High Density Residential-1 (HDR-1), and Institutional (I) Districts to Medium Density Residential District (MDR).

On February 18 the RHRA Board reviewed the proposal and supported the most recent designs and site layout. Similarly, on March 3 the Roseville City Council will review and discuss the project, but focus more on the project financing rather than the land use, zoning, and site-plan layout.

On February 20, 2014, GMHC held the required neighborhood open house regarding the proposed comprehensive plan and zoning map changes necessary for the project to be considered. A summary of the meeting has been provided for your information (Attachment D).

5.0 PROPOSAL ANALYSIS

COMPREHENSIVE LAND USE PLAN MAP CHANGE: City Code §201.07 (Comprehensive Plan Amendments) allows property owners to seek, and the Planning Commission to recommend, changes to the Comprehensive Plan; a recommendation by the Planning Commission to approve a change to the Comprehensive Plan must have the affirmative votes of at least 5/7ths of the Planning Commission's total membership.

Based upon the mix and density of residential uses, the 3 existing land use designations and zoning classifications need to change to MDR in order to support the project. Given the significant neighborhood involvement in this redevelopment project and plan, as well as the efforts of the RHRA and City staff to addresses many of the goals and objectives sought by the RHRA through the CDI process and design standards required by the Zoning Ordinance, Planning Division staff supports the re-designation of the 6 properties to Medium Density Residential.

Also, the proposed COMPREHENSIVE LAND USE PLAN MAP CHANGE wouldn't change the purpose and intent of the Comprehensive Plan; instead, the proposal would be supporting a number of Comprehensive Plan housing goals and policies. Additionally, the proposed change in land use designation is less impactful to the neighborhood than the existing designations.

Clearly 8.8 units per acre is less impactful than 12 to 24 units per acre and the re-designation of land from Institutional to Medium Density eliminates the potential for a place of assembly, school or community center (to name a few). More importantly, however, the change from current land use designations to the proposed Medium Density Residential, further promotes the following Residential Area Goals and Policies:

Goal 6: Preserve and enhance the residential character and livability of existing neighborhoods and ensure that adjacent uses are compatible with existing neighborhoods.

Policy 6.1: Promote maintenance and reinvestment in existing residential buildings and properties, residential amenities, and infrastructure to enhance the long-term desirability of existing neighborhoods and to maintain and improve property values.

Policy 6.2: Where higher intensity uses are adjacent to existing residential neighborhoods, create effective land use buffers and physical screening

Goal 7: Achieve a broad and flexible range of housing choices within the community to provide sufficient alternatives to meet the changing housing needs of current and future residents throughout all stages of life.

Policy 7.1: Promote flexible development standards for new residential developments to allow innovative development patterns and more efficient densities that protect and enhance the character, stability, and vitality of residential neighborhoods.

Policy 7.2: Encourage high-quality, mixed residential developments that achieve the community's goals, policies, and performance standards, encourage parks and open space, and use high-quality site design features and building materials.

Policy 7.3: Consider increased densities in new residential developments to reduce housing costs, improve affordability, and attract transit-oriented development.

Policy 7.4: Promote increased housing options within the community that enable more people to live closer to community services and amenities such as commercial areas, parks, and trails.

Policy 7.5: Consider the conversion of underutilized commercial development into housing or mixed-use development.

Goal 8: Promote a sense of community by encouraging neighborhood identity efforts within the community.

Policy 8.1: Seek opportunities to plan, design, and develop inter- and intra-generational, multipurpose neighborhood gathering places.

Policy 8.2: Where feasible, provide or improve connections between residential areas and neighborhood amenities such as parks, trails, and neighborhood business areas

ZONING MAP CHANGE: Assuming that the Comprehensive Plan change is supported and approved, the requested ZONING MAP CHANGE becomes a clerical step to ensure that the zoning map continues to be “consistent with the guidance and intent of the Comprehensive Plan” as required in City Code §1009.04 (Zoning Changes).

6.0 PUBLIC COMMENT

Planning Division staff has not received any specific calls or email regarding the proposed GMHC Comprehensive Plan or Zoning Map changes.

7.0 RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 6 of this report, the Planning Division recommends approval of the proposed COMPREHENSIVE LAND USE PLAN MAP CHANGE, AND ZONING MAP CHANGE pursuant to Title 2 (Commissions) and Title 10 (Zoning) of the City Code.

8.0 PLANNING COMMISSION ACTION

On March 5, 2014, the Roseville Planning Commission held the duly noticed public hearing regarding the RHRA and GMHC’s Comprehensive Plan land use designation and Zoning Ordinance map rezoning amendments. At the meeting Commissioners mostly supported the change to medium density, however, a couple of them commented on the process and the feeling of being pressured into making the decision (Attachment D).

The Planning Commission voted (5-1) to recommend approval of the comprehensive plan and zoning ordinance amendments, based on the comments and findings of Sections 4 – 6 and the recommendation of Section 7 of this report.

9.0 SUGGESTED CITY COUNCIL ACTION

Adopt a Resolution amending the Comprehensive Land Use Map designation of 657, 661, 667, and 675 Cope Avenue, and 2325 and 2335 Dale Street from Low Density Residential (LDR), High Density Residential (HDR), and Institutional (INST) to Medium Density Residential (MDR);

Adopt an Ordinance Rezoning the property 657, 661, 667, and 675 Cope Avenue, and 2325 and 2335 Dale Street from Low Density Residential District (LDR-1), High Density Residential District (HDR-1), and Institutional District (INST) to Medium Density Residential District (MDR);

145 All based on the comments and findings of Sections 4 – 6 and the recommendation of
146 Section 7 of this report.

147 **10.0 OPTIONAL COUNCIL ACTIONS**

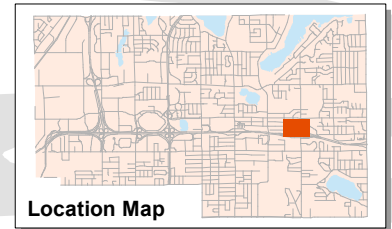
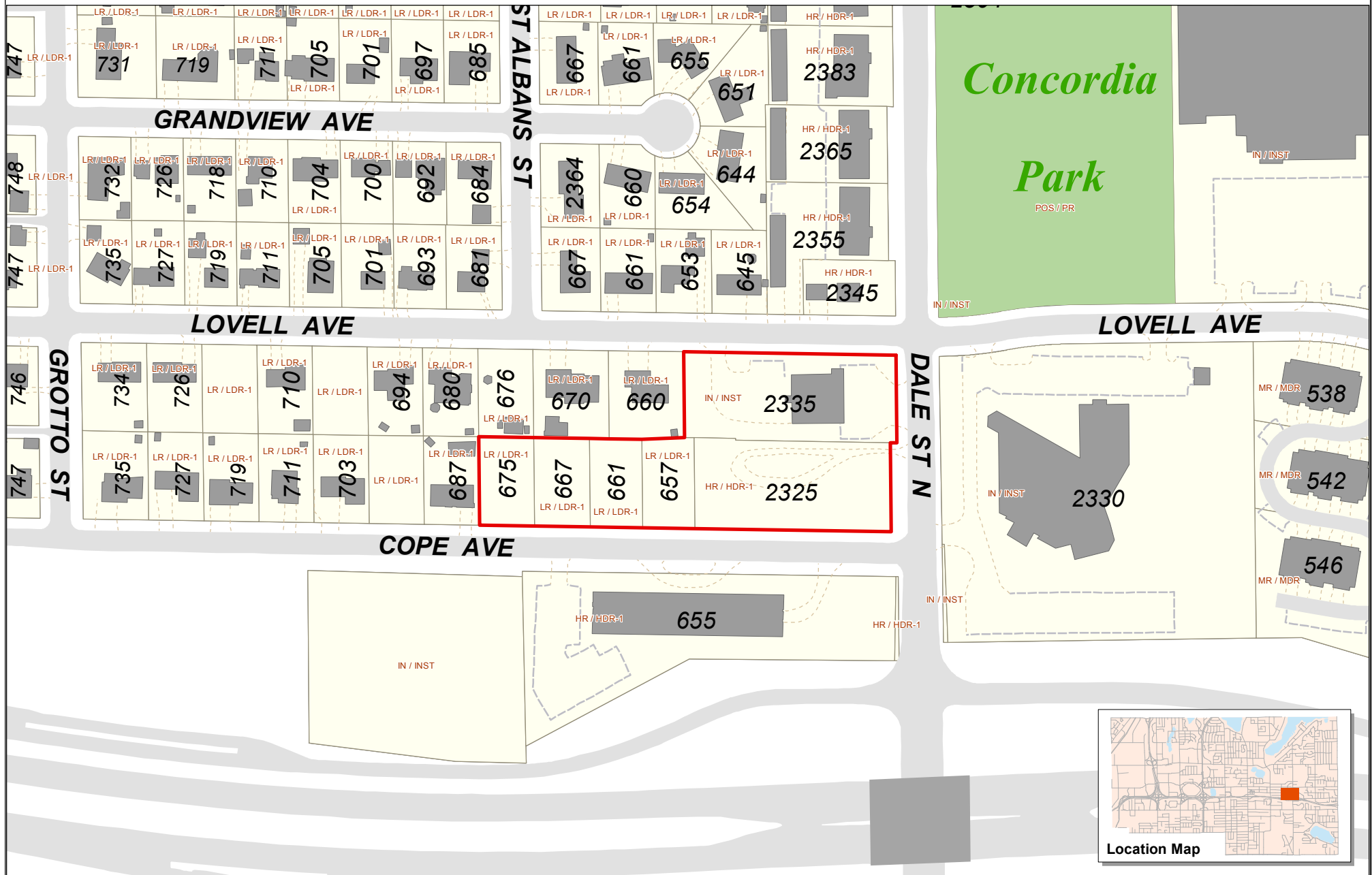
148 **Pass a motion to table the item for future action.** Tabling beyond April 21, 2014 may
149 require extension of the 60-day action deadline established in Minn. Stat. §15.99.

150 **Pass a motion, to deny the requested approvals.** Denial should be supported by
151 specific findings of fact based on the City Council’s review of the application, applicable
152 zoning regulations, and the public record.

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

Attachments:	A: Area map	E: Proposed Plan
	B: Aerial photo	F: Draft Resolution
	C: Open House Material	G: Draft Ordinance
	D: Draft PC Minutes	

Attachment A for Planning File 14-004



Prepared by:
Community Development Department
Printed: February 18, 2014



Site Location

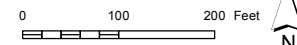
LR / LDR-1 Comp Plan / Zoning Designations

Data Sources

* Ramsey County GIS Base Map (2/4/2014)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

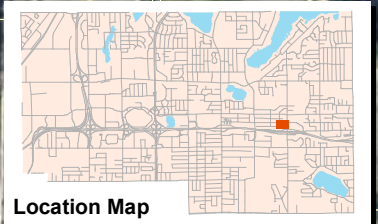
Disclaimer

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mapdoc: planning_commission_location.mxd

Attachment B for Planning File 14-004



Location Map



Prepared by:
Community Development Department
Printed: February 18, 2014



Site Location

Data Sources

* Ramsey County GIS Base Map (2/4/2014)

* Aerial Data: MnGeo (4/2012)

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

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0 50 100 Feet



Thomas Paschke

From: Jeanne Kelsey
Sent: Friday, February 21, 2014 8:51 AM
To: *RVCouncil
Cc: Thomas Paschke; Marc Culver
Subject: Dale Street Neighborhood Meeting
Attachments: GMHC Presentation 2-18-14.pdf

Notes from last night's meeting giving the neighborhood an update and public process for the rezoning. I have attached the plans that were presented as well to the RHRA and neighborhood.

19 People attended the meeting including Mike Boguszewski from planning commission. Meeting concluded around 8:15pm.

Development proposal is –

- 9 attached townhomes 2.5 stories on Dale Street with 2 car garages. 3bedrooms 2bath upper level. Open floor plan with laundry and ½ bath on main level. Option to finish the lower level. Total sq.ft. 2100 price range \$270,000.
- 10 Single family detached homes in courtyard with 2 car garages. 3bedrooms 2bath upper level. Open floor plan with laundry and ½ bath on main level. Option to finish the lower level. Total sq.ft. 2600 price range \$330,000-\$350,000. 4 different style outside concepts will be available but similar floor plans inside.
- 7 attached townhomes single story on cope with 2 car garages. 2 bedrooms 2bath. Open floor plan with laundry. All living on one level. Total sq.ft. 1500 price range \$230,000.

Questions from neighbors –

- How does the sq.ft. of home and yard compare to the surrounding homes.
 - o We really have not looked at it from this perspective as we were part of the CDI process which the neighborhood favored this concept over an apartment building.
- Who will be taking care of the yards and drives.
 - o Home owners association for all of the 26 units.
- Are there fences for privacy.
 - o No, only some screening between the single family homes on the patios.
 - o Vegetation only on the property lines between this development and existing neighborhood.
- It appears homes will have little interaction with the existing neighborhood.
- Do you know of other communities that have been built like this in the cities.
 - o Bungalow Courts in Minneapolis on Main Street in NE.
- Who will be buying these homes.
 - o Based upon Bungalow Courts that we built it was young professional sand small families.
- Are these starter homes or move-up homes.
- Who will buy these homes.
 - o Townhomes on Dale have a starter home price range. Detached homes have a move-up price range. Single level townhomes most likely seniors, empty nesters or young single person need home in starter price range.
- How long and what is build out timing.
 - o Start construction this summer on 2 townhome buildings one on Dale Street and the other on Cope Street and finish out one of the units for model and rough in the others, build 4 detached homes with various concepts but finish out only one for model, and rough in the others.
 - o Depending how the homes sell out we anticipate finishing in 1.5 years.
- Concern over density for a neighborhood that compares to 4 units an acre.
 - o Neighbor answered: This was the least density proposal compared to the others.
- How is traffic going to be mitigated?

- o Engineering is planning on studying this summer.
- What is going to be done about crossing on Dale street for pedestrians and traffic.
 - o County will need to study and City Engineer has contacted them.
- What about parking concerns that were raised at the RHRA meeting this week
 - o Currently site addresses parking requirements that are in the code.
 - o Parking will also be available alongside the garages in the alleys.
- How are you going to mitigate the water run off on the site.
 - o Several rain gardens have been designed to catch the site run off.
- What will be the addresses for the single family detached homes.
 - o To be determined
- What is the setback along my property (Ken Hartmann)
 - o 7 feet. Requirement by code is only 5 feet.
 - Ken Hartmann: I want the city to consider 10-15 feet and I will be asking for it.
- You have removed 3 units from your original proposal and what if we want 4 more units removed. How much more can the City subsidize the development so we can have it less dense.
 - o City Subsidy has not been determined at this time.
- What if the City ends up over subsidizing the development will you need to add back in the 3 units you removed to make up the cost over runs.
 - o No, we are very comfortable with the design as it is being presented to you tonight as it provides for a nice layout and mix of units types.
- Why is this so Dense.
 - o Michelle Harris advised how the neighborhood went through the CDI process.
- Have you thought of only having one way and blocking off the drives that are on Lovell. (Concern was that people who live at Rosetree apartments will cut through with their cars).
 - o No we are meeting with the City Planner, Engineering and the Fire Marshall to review design.
- Where will the mailboxes go?
 - o We still need to review that detail with the post office.
- What type of options for finishes will be available.
 - o A variety of interior finishes will be options such as carpet, hardwood floors, tile, etc.
- Why are there sidewalks on cope and Lovell?
 - o We think this provides better access to getting people to the main trail on Dale and parks across the street. We are going to encourage the city to finish outside walks into the neighborhood. (Information was provided that this would need a petition signed by the neighborhood for the City to look into.)
- Will basements be finished?
 - o That will be an upgrade option.

Jeanne Kelsey | Acting Executive Director HRA



2660 Civic Center Drive | Roseville, MN 55113

651.792-7086 (office) | 651.792.7070 (fax)



Confidentiality Statement: The documents accompanying this transmission contain confidential information that is legally privileged. This information is intended only for the use of the individuals or entities listed above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or action taken in reliance on the contents of these documents is strictly prohibited. If you have received this information in error, please notify the sender immediately and arrange for the return or destruction of these documents.

EXTRACT FROM THE MARCH 24, 2014 ROSEVILLE PLANNING COMMISSION MEETING

a. PLANNING FILE 14-001

Request by Greater Metropolitan Housing Corporation (GMHC) for approval of a COMPREHENSIVE LAND USE PLAN map change and zoning map change at 657, 661, 667 and 675 Cope Avenue; and 2325 and 2335 Dale Street

Chair Gisselquist opened the Public Hearing for Planning File 14-001 at approximately 10:23 p.m.

City Planner Thomas Paschke briefly reviewed the request for changing the current three designations for these properties into one mixed-residential development as detailed in the staff report.

Representatives of the applicant were present, but offered no additional comment beyond the staff report.

Public Comment

Ernie Willenbring, 832 Lovell Avenue

Speaking to the previous Public Hearing just closed, Mr. Willenbring questioned if the Planning Commission was fully aware of what their action was accomplishing. As a former land survey, Mr. Willenbring admitted his confusion; and suggested postponing this action and actually re-evaluating what was being attempted. Mr. Willenbring opined that that action would affect this project; and since the neighbors didn't know it was happening until tonight, they should be made aware of that. While that change will not affect this action or case, Mr. Willenbring suggested delaying action for one month to analyze what the body had just passed. As an example, Mr. Willenbring noted that by widening the alley it would only serve as a place to gather more snow needing a place for plowing and storage.

Chair Gisselquist closed Public Hearing at approximately 10:26 p.m.; with no one else appearing for or against.

Chair Gisselquist recognized the comments of Mr. Willenbring and agreed with him. However, Chair Gisselquist reiterated the tremendous pressure to get this project moving; and therefore, and inconsideration of the need to stick with the courage of his convictions and the potential impact of this project and results of the previous action tonight, he intended to vote in opposition to the project as it currently was presented.

MOTION

Member Boguszewski moved, seconded by Member Murphy to recommend to the City Council APPROVAL of COMPREHENSIVE LAND USE PLAN MAP AND ZONING MAP CHANGES, based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated March 5, 2014.

Commissioner Position Statements

Member Boguszewski noted that his concern is again the protection of existing properties and the tone and property values from the potential development of urban, pocket developments in Roseville. While there is no magic to the numbers just adopted, Member Boguszewski opined that they addressed his concerns and helped the process to some extent; and supported this project and moving toward MDR, seeing that as a good thing for this neighborhood. Even though he too felt the pressure, Member Boguszewski noted that the Planning Commission role and mission was much different than that of the HRA, and at this point, he could support this project, minus that pressure, for developing something here in this part of the community from its current land use and comprehensive plan guidance.

Member Stellmach advised that his preference would have been to leave the Table as recommended by staff based on their expertise; however, since it was a small change, he opined that it probably would be fine. Regarding this particular action, Member Stellmach opined that it made sense to take this property from LDR, HDR and I zoning designations and switch to MDR when adjacent to an existing neighborhood, and therefore, he would support the motion.

Member Murphy advised that his intent when he requested the re-arrangement of tonight's agenda to reduce the pressure on the Commission. On the previous motion, and background of the request, Member Murphy noted that when things changed in 2010, some of those revisions were untested or unproven amendments that had been discussed and needed; with this providing the first opportunity to test them by taking the advantage of more time passing to adjust things and now move forward. Member Murphy opined that this goal had been accomplished and this body had done the best that they could as a group of citizens working within an untested area, and provided their best shot with that text. Member Murphy opined that he was comfortable supporting the changes to improve this development in this neighborhood.

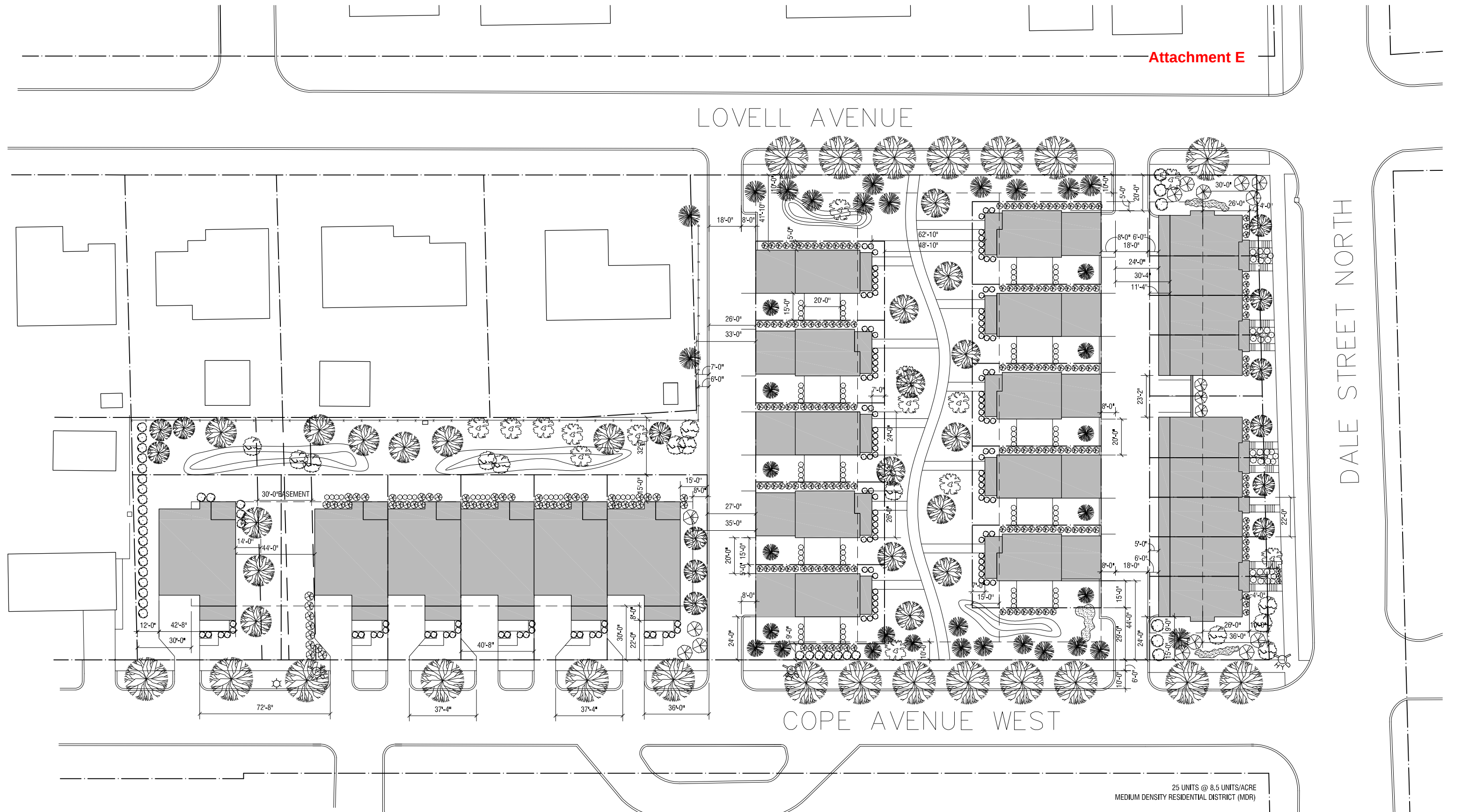
Member Cunningham seconded the comments of Member Stellmach; and spoke in support of this motion.

Member Daire, on page 3, and the Planning Commission recommendation, note that this vote required a Super Majority Vote, and with one member absent from tonight's meeting, it brought it down to the wire. Member Daire spoke in support of this motion, opining that he felt it was an appropriate change to consolidate the housing density for this neighborhood.

Chair Gisselquist, in noting the first page of the staff report showing the pyramid of choices, he opined that this is legislative and that this body did more than bang gavels and facilitate public hearings to get things done and moving up to the City Council. However, Chair Gisselquist opined that it was difficult, and since he was not a professional planner, surveyor or engineer, he thought the previous action was simply pulling numbers out of a hat, even though the desire was to provide more of a buffer and reduce impacts of this urban development on existing neighbors. Based on the facts available, Chair Gisselquist opined that the body had done a good job; however, without having more time to consider the numbers, the rationale for them, and their potential impacts, he would be voting "nay" on this motion.

Ayes: 5
Nays: 1 (Gisselquist)
Motion carried.

City Council action on this item is scheduled for Monday, March 24, 2014.



**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 24th day of March 2014, at 6:30 p.m.

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

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN AMENDMENT TO THE COMPREHENSIVE PLAN MAP
DESIGNATION FROM LOW DENSITY RESIDENTIAL (LR), HIGH DENSITY RESIDENTIAL (HR),
AND INSTITUTIONAL (IN) TO MEDIUM DENSITY RESIDENTIAL (MR)
FOR PROPERTY LOCATED AT 657, 661, 667, AND 675 COPE AVENUE
AND 2325 AND 2335 DALE STREET (PF14-004).**

WHEREAS, the Planning Commission, at a public hearing held on March 5, 2014, pertaining to the request they received from the Roseville Housing and Redevelopment Authority (RHRA) and the Greater Metropolitan Housing Corporation (GMHC) for a Comprehensive Land Use Plan Amendment on property commonly known as 2325 and 2235 Dale Street and 657, 661, 667, 675 Cope Avenue; and

WHEREAS, the proposed Comprehensive Land Use Plan Amendment requires a map designation change from “LR” (Low Density Residential), “HR” (High Density Residential) and “IN” (Institutional) to “MR” (Medium Density Residential); and

WHEREAS, said property is legally described as:

*Lots 18, 19, 20, 22, and 22, Block 1, O’Neil’s Addition, Ramsey County, Minnesota, and
The North 164.0 feet of the East 325.0 feet except the North 30 feet thereof and except the South
3.0 feet of the West 78 feet thereof of Lot 12, Copes Subdivision of Lot 1 of Copes Subdivision of
the Southeast Quarter of Section 11, Township 29, Range 23, Ramsey County, Minnesota;
according to the plat thereof on file and recorded in the office of the Register of Deeds of said
County and State.*

WHEREAS, after required public hearings, the Roseville Planning Commission recommended approval (5 - 1) of the request for a Comprehensive Plan Amendment, indicating support for the mixed medium density residential development; and

WHEREAS, the Roseville City Council at their meeting of March 24, 2014, was presented with the project report from the Community Development Staff regarding the subject request; and

Attachment F

NOW THEREFORE, BE IT RESOLVED, that the City Council hereby approves the amendment to the Comprehensive Plan from “LR” (Low Density Residential), “HR” (High Density Residential) and “IN” (Institutional) to “MR” (Medium Density Residential) for property located at 2325 and 2235 Dale Street and 657, 661, 667, 675 Cope Avenue (legally described above), subject to the following conditions:

- a.** The review and comments of the Metropolitan Council.
- b.** Passage and publication of an ordinance properly and consistently rezoning of the subject parcel.

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

WHEREUPON said resolution was declared duly passed and adopted.

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE, CHANGING CERTAIN REAL PROPERTY LOCATED AT 657, 661, 667, AND 675 COPE AVENUE AND 2325 AND 2335 DALE STREET FROM LOW DENSITY RESIDENTIAL-1 DISTRICT (LDR-1), HIGH DENSITY RESIDENTIAL-1 DISTRICT (HDR-1), AND INSTITUTIONAL DISTRICT (INST) TO MEDIUM DENSITY RESIDENTIAL DISTRICT (MDR)

The City Council of the City of Roseville does ordain:

Section 1. Real Property Rezoned. Pursuant to Section 1009.06 (Zoning Changes) of the City Zoning Code of the City of Roseville, and after the City Council consideration on PF14-004, the following property, located at 657, 661, 667, and 675 Cope Avenue and 2325 and 2335 Dale Street, are hereby rezoned from Low Density Residential District-1 (LDR-1), High Density Residential-1 District (HDR-1), and Institutional District (INST) to Medium Density Residential District (MDR).

The property being legally described as:

Lots 18, 19, 20, 22, and 22, Block 1, O'Neil's Addition, Ramsey County, Minnesota, and The North 164.0 feet of the East 325.0 feet except the North 30 feet thereof and except the South 3.0 feet of the West 78 feet thereof of Lot 12, Copes Subdivision of Lot 1 of Copes Subdivision of the Southeast Quarter of Section 11, Township 29, Range 23, Ramsey County, Minnesota; according to the plat thereof on file and recorded in the office of the Register of Deeds of said County and State.

Section 2. Effective Date. This ordinance amendment to the City Code and Zoning Map shall take effect upon:

1. Acceptance by the Metropolitan Council of a corresponding Comprehensive Plan land use map change; and
2. The passage and publication of this ordinance.

Passed this 24th day of March, 2014.

REQUEST FOR COUNCIL ACTION

Date: 3/24/2014
Item No.: 10.a

Department Approval



City Manager Approval



Item Description: Receive and Approve the Recommended Pathway Master Plan Build-Out Plan from the Public Works, Environment and Transportation Commission

BACKGROUND

The City's Pathway Master Plan was first developed in 1975 and has been updated a number of times in the last 38 years. The most recent update was in 2008. This plan is the result of input from a City Council appointed volunteer advisory committee that worked with staff to develop a comprehensive vision for non-motorized transportation needs throughout the City. The advisory committee was made up of fourteen Roseville residents and three staff members.

A citizen survey conducted as a part of the Parks Master Planning Process indicates that the residents of Roseville rank pathways, sidewalks and trails as a high priority in the community and are interested in pursuing the expansion of the system focusing on creating improved linkages and connections.

One of the 2013 joint City Council and PWETC goals is to develop a Pathway Master Plan Build-out Plan for the list of priority pathway segments included in the 2008 plan. They have asked that the Public Works Commission review the plan and make recommendations.

To achieve this goal, the Commission has discussed the build-out plan at their April, June, July, August, and September 2013 meetings, giving final approval at their October 2013 meeting.

The Commission was asked to rank the segments with a score from 1-5 with one being the highest priority, and 5 being the lowest. The member's rankings were compiled and averaged to create a prioritized list of pathway segments. The final rankings make up the final Pathway Master Build-Out Plan.

Attached is a table listing the segments in priority order and a map showing the locations of the proposed pathway sections. It should be noted that while this Build-Out Plan sets a base priority, staff will use upcoming projects and other opportunities to recommend funding pathway segments even if it results in a section leapfrogging others on the priority list, with the approval of the City Council.

The City's Pathway master plan, including the pathway priority segments and maps, is located at: www.ci.roseville.mn.us/pathways

POLICY OBJECTIVE

Roseville, with its current pathway system and the proposed additions to that system, strives to address the transportation needs of the pedestrian and cyclist. Through the development of these

30 proposed sidewalks, we are expanding the pathway network into the larger community, allowing
31 users safer linkages to the regional system.

32 **FINANCIAL IMPACTS**

33 Adoption of this Build-Out plan does not commit the City to any specific spending, but directs
34 staff to use available funds in a priority manner. It can be used as tool by staff and the Council
35 for development of a Capital Improvement funding plan for pathways. Specific costs and funds
36 will be identified as individual projects are brought forward for approval for construction.

37 **STAFF RECOMMENDATION**

38 Staff recommends that the Council receive and approve the recommended Pathway Master Plan
39 Build-Out Plan from the Public Works, Environment and Transportation Commission.

40 **REQUESTED COUNCIL ACTION**

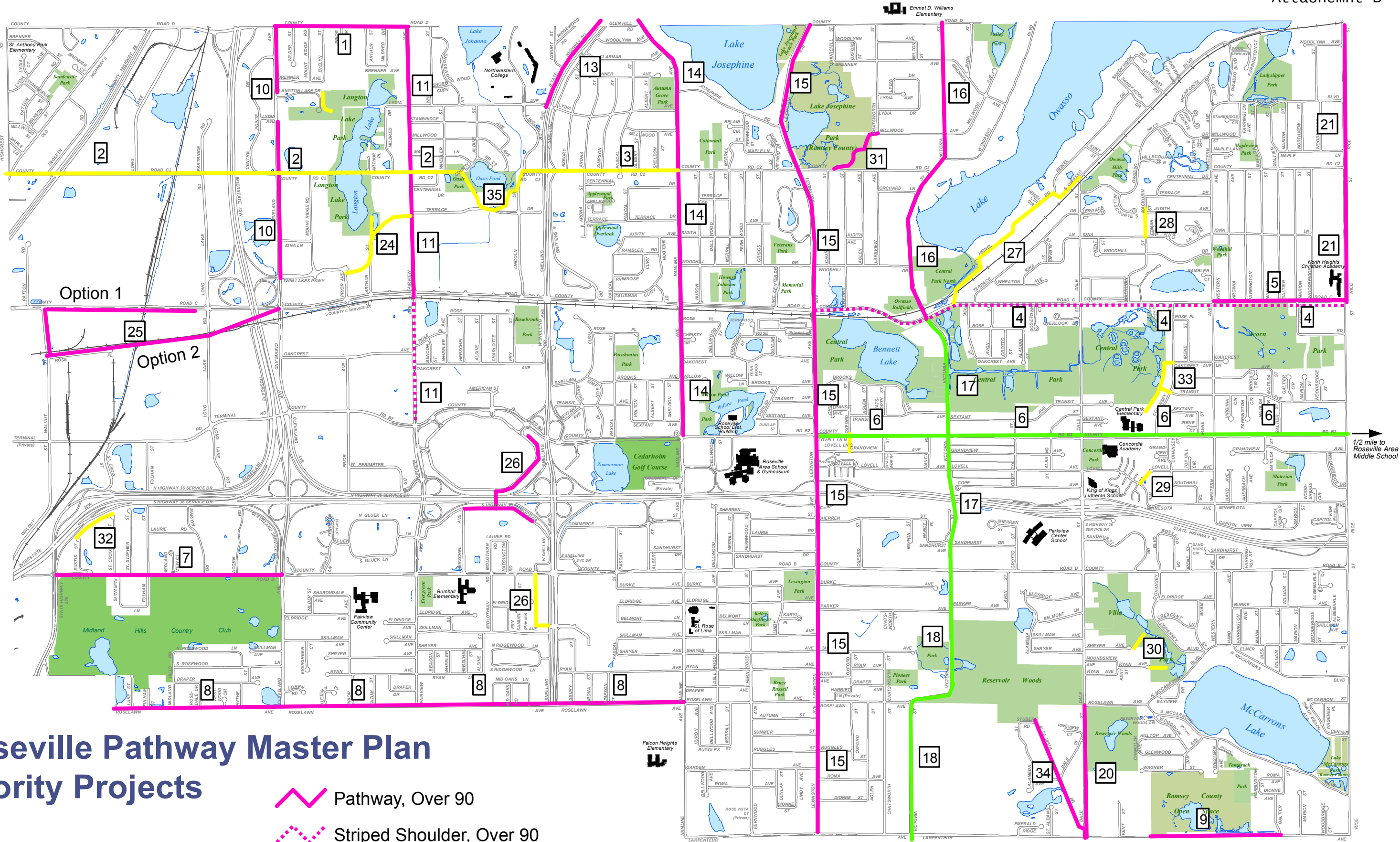
41 Approval of the Pathway Master Plan Build-Out Plan as recommended by the Public Works,
42 Environment and Transportation Commission.

Prepared by: Marc Culver, City Engineer
Attachments: A: Recommended Pathway Master Plan Build-Out Plan
B: Map of Proposed Pathways from the Pathway Master Plan
C: Map of current Pedestrian Pathways in the City of Roseville

Pathway Master Buildout Plan- SORTED BY RANK													
Map #	Street Name/ Segment Description	Between	Length (Miles)	Estimated Cost	Subtotal in ~\$1M increments	Build Year	Funding Source	Rank (1-5)	DeBenedet	Vanderwall	Gjerdingen	Felice	Stenlund
25	Northeast Diagonal Trail Connection (Option 1- County Road C/ Walnut)												
		Long Lake Road to Walnut Street	0.55	\$ 372,386.36				1.76	1.8	3	1	2	1
		County Road C to NE Diagonal Trail	0.17	\$ 109,166.67				1.76	1.8	3	1	2	1
20	Dale Street (Option 1: Combination)												
		Roselawn to Pineview Court	0.13	\$ 89,700.00				1.78	1.9	3	2	1	1
16	Victoria Street (North of Co Rd C) (Option 1: Combination)												
		County Road C2 to Millwood	0.2	\$ 121,900.00				2.00	1.5	2	2.5	3	1
		County Road C to County Road C2	0.6	\$ 365,700.00	\$ 1,058,853.03			2.00	1.5	2	2.5	3	1
15	Lexington Ave- Park Connection	Shryer to County Road B	0.4	\$ 243,800.00				2.04	1.7	1	2.5	2	3
21	Rice Street												
		McCarron Street to County Road B	0.5	\$ 81,050.00				2.04	1.2	1.5	1.5	1	5
		Larpenteur Ave to McCarron Street	0.5	\$ 81,050.00				2.04	1.2	1.5	1.5	1	5
5	Acorn Park Pedestrian Crossing	north- south crossing at Galtier	NA	\$ 15,000.00				2.18	1.4	1	2	1.5	5
21	Rice Street												
		County Road C to County Road C2	0.5	\$ 81,050.00				2.20	1	2	2	1	5
		County Road C to County Road C2	0.5	\$ 329,750.00				2.20	1	2.5	1.5	1	5
21	Rice Street	County Road C2 to County Road D	0.5	\$ 329,750.00	\$ 2,220,303.03			2.32	1.1	2.5	2	1	5
5	County Road C- Sidewalk	Western Avenue to Rice Street	0.5	\$ 335,500.00				2.48	1.4	1.5	3	1.5	5
10	Cleveland Avenue	Twin Lakes Parkway to County Road C2	0.4	\$ 261,040.00				2.64	3.2	2.5	2.5	3	2
9	Larpenteur Avenue	Reservoir Woods to Galtier Street	0.5	\$ 326,300.00				2.70	3	2.5	2	2	4
21	Rice Street	County Road C2 to County Road D	0.5	\$ 81,050.00	\$ 3,224,193.03			2.72	1.1	3	2.5	2	5
15	Lexington Avenue	Roselawn to County Road B2	0.5	\$ 304,750.00				2.78	4.4	1	2.5	1	5
3	County Road C2 (E of Snelling)	Snelling to Hamline	0.5	\$ 347,000.00				2.80	2.5	2.5	4	4	1
11	Fairview Ave												
		County Road C2 to County Road D	0.5	\$ 316,250.00				2.94	2.7	5	4	2	1
		County Road B2 to County Road C	0.5	\$ 316,250.00	\$ 4,508,443.03			2.00	1		2.5	2.5	2
18	Victoria St (South of B)	Larpenteur Ave to County Road B	1.25	\$ 747,500.00		2014-2015	MSA	2.94	1.7	2	3	3	5
15	Lexington Avenue												
		County Road B to County Road B2	0.5	\$ 304,750.00	\$ 5,560,693.03			2.98	4.4	1	3.5	1	5
		Larpenteur Ave to Roselawn	0.5	\$ 304,750.00				2.98	4.4	1.5	2	2	5
3	County Road C2 (E of Snelling)	Lexington to Victoria	0.5	\$ 347,000.00				3.00	2.5	2.5	5	4	1
10	Cleveland Avenue	County Road C2 to County Road D	0.45	\$ 293,670.00	\$ 6,506,113.03			3.04	3.2	2	5	3	2
14	Hamline Avenue	County Road C to County Road C2	0.5	\$ 304,750.00				3.10	2.5	3	3	4	3
27	Heinel Dr Connection (Option 2- Off Road)	Heinel Drive to Victoria Street	0.35	\$ 242,900.00	\$ 7,053,763.03			3.10	4	2.5	3	4	2
26	Rosedale to HarMar Connection	North South connection over TH 36	1	\$ 2,145,000.00	\$ 9,198,763.03			3.20	2	5	2	2	5
14	Hamline Avenue	County Road C2 to City Bdry	0.75	\$ 457,125.00				3.22	2.6	2	4.5	4	3
31	Lake Josephine Park Connection	Millwood to County Road C2	0.25	\$ 155,250.00				3.28	2.9	4	4.5	4	1
29	Concordia Connection	Lovell Ave to Minnesota Ave	0.1	\$ 69,400.00				3.30	5	2.5	5	3	1
34	Alta Vista Drive (Option 2- Off Road)	Dale Street to Reservior Woods Parking lot	0.45	\$ 312,300.00	\$ 10,192,838.03			3.40	5	5	5	1	1
15	Lexington Avenue	County Road B2 to County Road C	0.35	\$ 213,325.00				3.48	4.4	2	4	2	5
8	Roselawn Avenue												
		City Boundary to Cleveland	0.75	\$ 121,575.00				3.50	4.5	3	5	4	1
		Cleveland to Fairview	0.5	\$ 81,050.00				3.50	4.5	3	5	4	1
		Fairview to Snelling	0.5	\$ 81,050.00				3.50	4.5	3	5	4	1
		Snelling to Hamline	0.5	\$ 81,050.00				3.50	4.5	3	5	4	1
14	Hamline Avenue	County Road B2 to County Road C	0.5	\$ 323,250.00				3.88	2.4	5	5	4	3

Pathway Master Buildout Plan- SORTED BY RANK													
Map #	Street Name/ Segment Description	Between	Length (Miles)	Estimated Cost	Subtotal in ~\$1M increments	Build Year	Funding Source	Rank (1-5)	DeBenedet	Vanderwall	Gjerdingen	Felice	Stenlund
32	Eustis to St Croix Connection	Eustis to St Croix Connection	0.2	\$ 93,800.00	\$ 11,187,938.03			3.90	5	4	4.5	3	3
2	County Road C2 (W of Snelling)	Lincoln Dr to Wheeler (around the south side of Oasis Pond)	0.32	\$ 297,080.00				3.92	4.1	5	4.5	5	1
1	County Road D	Cleveland to Fairview	0.5	\$ 301,300.00				4.06	2.3	5	4	5	4
15	Lexington Avenue	County Road C2 to County Road D	0.5	\$ 304,750.00				4.08	4.4	4	3	4	5
2	County Road C2 (W of Snelling)												
		Langton Lake Park to Cleveland	0.45	\$ 312,300.00	\$ 12,403,368.03			4.16	4.3	3	4.5	5	4
		Centre Pointe Drive to Long Lake Road	0.13	\$ 1,690,220.00	\$ 14,093,588.03			4.20	5	5	5	5	1
8	Roselawn Avenue												
		Fairview to Snelling	0.5	\$ 329,750.00				4.20	5	4	5	4	3
		Snelling to Hamline	0.5	\$ 329,750.00				4.20	5	4	5	4	3
28	Mackubin Street	Judith Ave to Iona Ln	0.1	\$ 63,250.00			Parks Renewal	4.30	5	3.5	4	4	5
2	County Road C2 (W of Snelling)												
		Long Lake Road to Long Lake Road	0.25	\$ 173,500.00				4.36	4.8	4	5	5	3
		Long Lake Road to Highway 88	0.3	\$ 208,200.00				4.36	4.8	4	5	5	3
		Highway 88 to Highcrest	0.2	\$ 138,800.00	\$ 15,336,838.03			4.36	4.8	4	5	5	3
8	Roselawn Avenue												
		City Boundary to Cleveland	0.75	\$ 494,625.00				4.40	5	5	5	4	3
		Cleveland to Fairview	0.5	\$ 329,750.00				4.40	5	5	5	4	3
15	Lexington Avenue	County Road C to County Road C2	0.5	\$ 304,750.00	\$ 16,465,963.03			4.60	4.4	4	5		5
7	County Road B (Option 2- On Road)	Highway 280 to Cleveland Avenue	1	\$ 339,600.00	\$ 16,805,563.03	2015-2020		4.64	4.2	5	5	4	5
7	County Road B (Option 1- Off Road)	Highway 280 to Cleveland Avenue	1	\$ 579,500.00	\$ 17,045,463.03	2015-2020		4.84	4.2	5	5	5	5

Any segement included in a road CIP should be considered on its merits at that time.
All on road facility improvements should be considered at the next scheduled pavement rehabilitation project.



Roseville Pathway Master Plan

Priority Projects



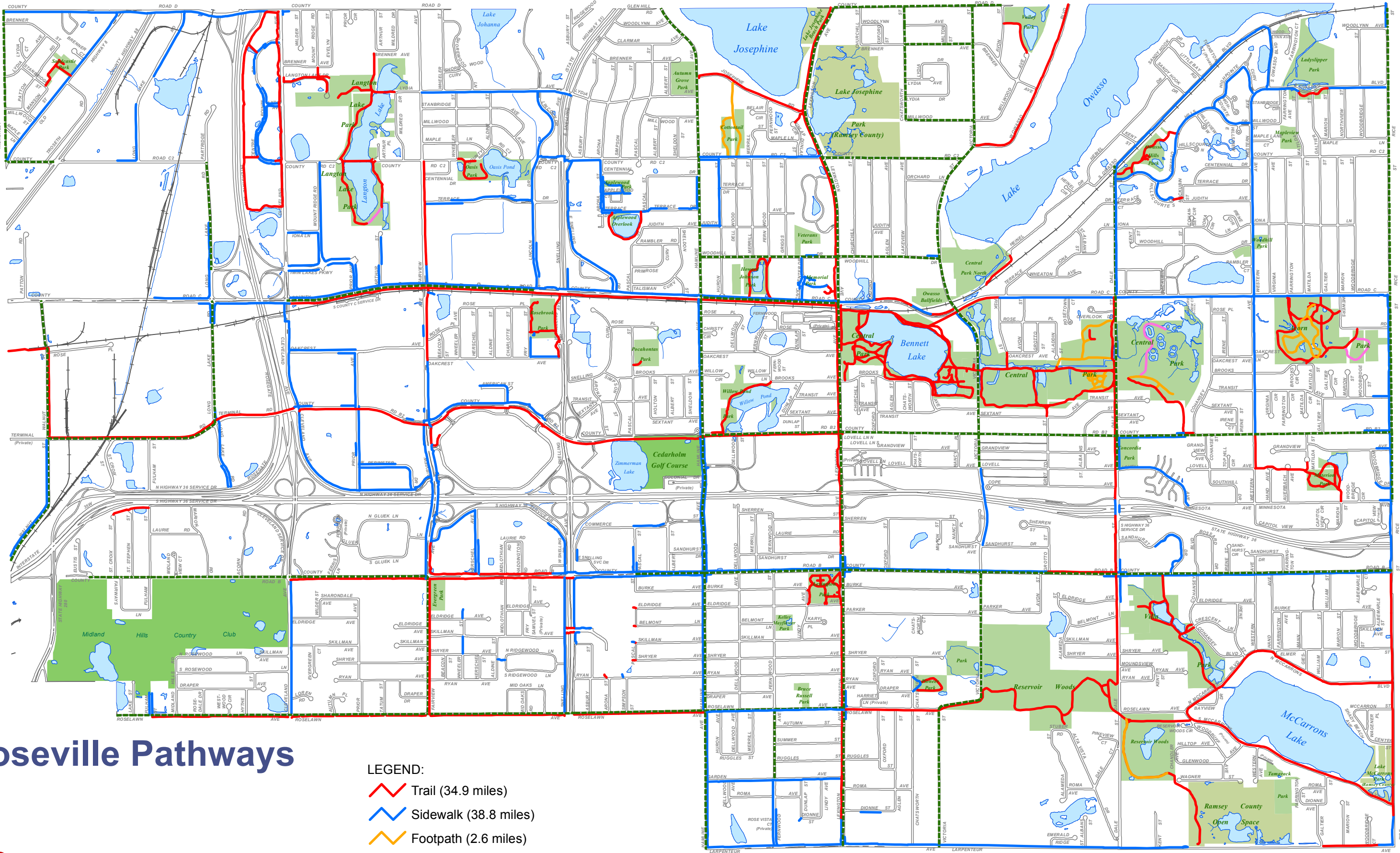
Prepared by:
Engineering Department
July 17, 2013

Data Sources and Contacts:
* Ramsey County GIS Base Map (6/05/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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 651-792-7075. 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.

0 500 1000 1500 2000 Feet

mapdoc: PathwayMasterPlan2008withUpdates.mxd
map: PathwayMasterPlan2008withUpdates.pdf



Roseville Pathways



Prepared by:
Engineering Department
January 20, 2013

LEGEND:
Trail (34.9 miles)
Sidewalk (38.8 miles)
Footpath (2.6 miles)
Striped Shoulder (29.1 miles)
Other (Boardwalk- 0.6 miles)
TOTAL 105.9 miles

Data Sources and Contacts:
* Ramsey County GIS Base Map (1/02/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
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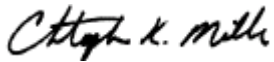
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map: 2013RosevillePathway.mxd.pdf

REQUEST FOR COUNCIL ACTION

Date: 03/24/2014
Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Public Hearing to Approve/Deny an Off-Sale 3.2% Malt Liquor License for Walmart Stores, Inc dba Walmart Store #3404 located at 1960 Twin Lakes Pkwy.

BACKGROUND

Under City Code, a public hearing is required to consider approving liquor licenses for the current calendar year. The City has received an application for a 2014 Liquor License as follows:

❖ Walmart Stores, Inc. – Off-Sale 3.2% Malt Liquor License

Neither State Statute nor City Code limits the number of licenses that can be issued for Off-Sale 3.2% Malt Liquor licenses.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

The applicant meets all requirements set forth under City Code. Staff recommends approval.

REQUESTED COUNCIL ACTION

Motion to approve Walmart's request for an Off-Sale 3.2% Malt Liquor located at 1960 Twin Lakes Pkwy.

Prepared by: Chris Miller, Finance Director

Attachment A: Applications



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

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

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

Name of City or County Issuing Liquor License Roseville License Period From: 01/01/2014 To: 12/31/2014

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

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale
 Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ 30.00

Licensee Name: Walmart Stores, Inc. DOB N/A Social Security # N/A
 (corporation, partnership, LLC, or Individual)

Business Trade Name Walmart (#3404) Business Address 1960 Twin Lakes Pkwy City Roseville

Zip Code 55113 County Ramsey Business Phone 479-204-1133 Home Phone N/A

Home Address N/A City N/A Licensee's MN Tax ID # 3632313
 (To Apply call 651-296-6181)

Licensee's Federal Tax ID # 71-0415188
 (To apply call IRS 800-829-4933)

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

SEE ATTACHED

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
(Partner/Officer Name (First Middle Last))	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

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

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

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

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

Workers Compensation Insurance Company Name: New Hampshire Ins. Co. Policy # 15630580

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.
 City Clerk or County Auditor Signature _____ Date _____
 (title)

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

Wal-Mart Stores, Inc.
Corporate Officers

Name and Title	Residence Address	SSN & DOB	Place of Birth
Michael Duke President & CEO Director	Rogers AR 72758		
Jeffrey Davis Treasurer	Rogers AR 72758		
Phyllis Harris Sr VP & Chief Compliance Officer	Rogers AR 72758		
Amy Thrasher Assistant Secretary	Bella Vista AR 72714		
Andrea Lazenby Assistant Secretary	Lowell AR 72745		

The above officers / directors own less than 1% stock of Wal-Mart Stores, Inc., a public corporation.

The above officers / directors are those designated with authority for all licensing matters and serve in the capacity as listed above for Wal-Mart Stores East, Inc., Wal-Mart Stores East, LP, Wal-Mart Louisiana, LLC, Wal-Mart Stores Texas, LLC.

WSE Management, LLC and WSE Investment, LLC own the limited and general partnership interest in Wal-Mart Stores East, LP.

WSE Management, LLC General Partner 1%
WSE Investment, LLC Limited Partner 99%

Date: March 24, 2014
Item: 13.a
Consider Off-Sale 3.2%
Malt Liquor License
Please See Item: 11.a

REQUEST FOR COUNCIL ACTION

Date: Mar. 24, 2014
Item No.: 13.b

Department Approval

City Manager Approval



Item Description: Finalize Draft Survey and Budget for Resident Community Survey

BACKGROUND

On January 13, 2014, the City Council directed staff to negotiate a contract with the Morris Leatherman Company to conduct a community survey of Roseville residents. Council also directed staff to compile a list of potential topics, themes and questions for the survey

On February 10, 2014, Council further discussed the survey with staff and approved a framework of potential questions for the survey. Council then approved that this framework be forwarded to Morris Leatherman to be crafted into a draft (Attachment A) for further review.

BUDGET IMPLICATIONS

The 2014 budget includes \$15,000 for a citizen survey. Morris Leatherman's survey draft includes 106 questions. At this length, Morris Leatherman's total charge to conduct a 400-resident survey (+/- 5.0% margin of error) is \$17,500. As an option, Morris Leatherman will conduct a 300-resident survey (+/- 5.8% margin of error) for a total charge of \$14,500.

STAFF RECOMMENDATION

Staff recommends City Council approve the Morris Leatherman survey draft and final budget for either a 300- or 400-resident community survey.

REQUESTED COUNCIL ACTION

Finalize the Morris Leatherman survey draft and budget for a 300- or 400-resident community survey.

Prepared by: Garry Bowman, Communications Manager
Attachments: A: Proposed survey draft prepared by Morris Leatherman

DECISION RESOURCES, LTD.
 3128 Dean Court
 Minneapolis, Minnesota 55416

City of Roseville
 Residential Survey
 PRELIMINARY MARCH 2014

Hello, I'm _____ of Decision Resources, Ltd., a polling firm located in Minneapolis. We have been retained by the City of Roseville to speak with a random sample of residents about issues facing the community. This survey is being conducted because the City Council and City Staff are interested in your opinions and suggestions about current and future city needs. I want to assure you that all individual responses will be held strictly confidential; only summaries of the entire sample will be reported.

1. Approximately how many years have you lived in Roseville?

LESS THAN TWO YEARS.....	1
TWO TO FIVE YEARS.....	2
FIVE TO TEN YEARS.....	3
TEN TO TWENTY YEARS.....	4
20 TO 30 YEARS.....	5
OVER THIRTY YEARS.....	6
DON'T KNOW/REFUSED.....	7

2. As things stand now, how long in the future do you expect to live in Roseville?

LESS THAN TWO YEARS.....	1
TWO TO FIVE YEARS.....	2
SIX TO TEN YEARS.....	3
OVER TEN YEARS.....	4
DON'T KNOW/REFUSED.....	5

3. How would you rate the quality of life in Roseville - excellent, good, only fair, or poor?

EXCELLENT.....	1
GOOD.....	2
ONLY FAIR.....	3
POOR.....	4
DON'T KNOW/REFUSED.....	5

4. What do you like most, if anything, about living in Roseville?

5. What do you think is the most serious issue facing Roseville today?

6. All in all, do you think things in Roseville are generally headed in the right direction, or do you feel things are off on the wrong track? RIGHT DIRECTION.....1
WRONG TRACK.....2
DON'T KNOW/REFUSED.....3

IF "WRONG TRACK," ASK:

7. Please tell me why you feel things have gotten off on the wrong track?
-
-

8. How would you rate the sense of community identity among residents in Roseville -- would you say it is very strong, somewhat strong, not too strong, or not at all strong? VERY STRONG.....1
SOMEWHAT STRONG.....2
NOT TOO STRONG.....3
NOT AT ALL STRONG.....4
DON'T KNOW/REFUSED.....5
9. Please tell me which of the following do you feel the closest connection to -- the City of Roseville as a whole, your neighborhood, your School District or something else? (IF "SOMETHING ELSE," ASK:) What would that be? CITY OF ROSEVILLE.....1
NEIGHBORHOOD.....2
SCHOOL DISTRICT.....3
CHURCH.....4
WORKPLACE.....5
FAMILY/FRIENDS.....6
DON'T KNOW/REFUSED.....7
10. Do you feel accepted in the City of Roseville? YES.....1
NO.....2
DON'T KNOW/REFUSED.....3

IF "NO," ASK:

11. Why do you feel that way?
-
-

Let's spend a few minutes discussing the future of the City of Roseville.

12. When thinking about a city's quality of life, what do you think is the most important aspect of that quality?

13. What aspects, if any, of the community should be fixed or improved in the future?

14. What, if anything, is currently missing from the City of Roseville which, if present, would greatly improve the quality of life for residents?

I would like to read a list of characteristics others have mentioned that indicate a city has a high quality of life.

15. Please tell me which one you think is most important for a city to have? (ROTATE AND READ LIST)

16. Which is second most important? (RE-READ LIST; OMITTING FIRST CHOICE)

17. Which is least important? (RE-READ LIST; OMITTING FIRST TWO CHOICES)

	MOST	SEC	LST
HIGH PROPERTY VALUES.....	01	01	01
WELL MAINTAINED PROPERTIES.....	02	02	02
LOW PROPERTY TAXES.....	03	03	03
LOW CRIME RATE.....	04	04	04
GOOD SCHOOL SYSTEM.....	05	05	05
VARIETY OF SHOPPING OPPORTUNITIES.....	06	06	06
VARIETY OF PARK AND RECREATION OPPORTUNITIES.....	07	07	07
JOB OPPORTUNITIES.....	08	08	08
COMMUNITY EVENTS AND FESTIVALS.....	09	09	09
SENSE OF COMMUNITY.....	10	10	10
ELSE.....	11	11	11
DON'T KNOW/REFUSED.....	12	12	12

Let's discuss recreational opportunities in the community....

18. How would you rate park and recreational facilities in Roseville -- excellent, good, only fair, or poor?
- | | |
|-------------------------|---|
| EXCELLENT..... | 1 |
| GOOD..... | 2 |
| ONLY FAIR..... | 3 |
| POOR..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

19. Which Roseville recreation facilities, if any, do you or members of your household use most frequently?
-
-

20. How would you rate the upkeep and maintenance of Roseville City Parks -- excellent, good, only fair, or poor?
- | | |
|-------------------------|---|
| EXCELLENT..... | 1 |
| GOOD..... | 2 |
| ONLY FAIR..... | 3 |
| POOR..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

21. In the past year, have you or any members of this household participated in any city-sponsored park and recreation programs?
- | | |
|-------------------------|---|
| YES..... | 1 |
| NO..... | 2 |
| DON'T KNOW/REFUSED..... | 3 |

22. Are there are any park and recreation programs you would like to see offered or expanded?

23. How often do you or members of your household use the trail system, weather permitting -- twice or more per week, weekly, two or three times per month, monthly, quarterly, less frequently or not at all?
- | | |
|---------------------------|---|
| TWICE OR MORE A WEEK..... | 1 |
| WEEKLY..... | 2 |
| TWO/THREE PER MONTH..... | 3 |
| MONTHLY..... | 4 |
| QUARTERLY..... | 5 |
| LESS FREQUENTLY..... | 6 |
| NOT AT ALL..... | 7 |
| DON'T KNOW/REFUSED..... | 8 |

24. Are there any areas in the City of Roseville that are lacking trails or pathways? (IF "YES," ASK:) Where would that be?

25. Which of the following would be your top priority for the City's trails and sidewalk system?

CONSTRUCTION OF ADDITIONAL TRAILS FOR
EXERCISE WITHIN PARKS.....1
CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS
AND PARKS.....2
CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS
AND SHOPPING AND BUSINESS AREAS.....3
ELSE (.....).....4
DON'T KNOW/REFUSED.....5

26. Are you aware of the Roseville Parks Renewal Program and its projects?
- | | |
|-------------------------|---|
| YES..... | 1 |
| NO..... | 2 |
| DON'T KNOW/REFUSED..... | 3 |

IF "YES," ASK:

27. What project are you most interested in?

28. Do you feel the current mix of recreational or sports facilities meet the needs of members of your household?
- | | |
|-------------------------|---|
| YES..... | 1 |
| NO..... | 2 |
| DON'T KNOW/REFUSED..... | 3 |

IF "NO," ASK:

29. What facilities do you feel are missing?

There have been on-going discussions in the community about the need for a Community Center that would provide community gathering space for recreation, programs and meetings.

30. Do you support or oppose the construction of a Community Center by the City of Roseville? (WAIT FOR RESPONSE) Do you feel strongly that way?
- | | |
|-------------------------|---|
| STRONGLY SUPPORT..... | 1 |
| SUPPORT..... | 2 |
| OPPOSE..... | 3 |
| STRONGLY OPPOSE..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |
31. If a Community Center were built, how likely would you or members of your household be to use the facility -- very likely, somewhat likely, not too likely, or not at all likely?
- | | |
|-------------------------|---|
| VERY LIKELY..... | 1 |
| SOMEWHAT LIKELY..... | 2 |
| NOT TOO LIKELY..... | 3 |
| NOT AT ALL LIKELY..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

The construction of the Community Center would use property taxes. Suppose the City of Roseville proposed a Community Center development which you considered to be a reasonable approach.

32. How much would you be willing to see your property taxes increase to fund this construction? Let's say, would you be willing to see your monthly property taxes increase by \$____? (CHOOSE RANDOM STARTING POINT; MOVE UP OR DOWN DEPENDING ON RESPONSE) How about \$____ per month?
- | | |
|-------------------------|---|
| NOTHING..... | 1 |
| \$3.00..... | 2 |
| \$6.00..... | 3 |
| \$9.00..... | 4 |
| \$12.00..... | 5 |
| \$15.00..... | 6 |
| \$18.00..... | 7 |
| DON'T KNOW/REFUSED..... | 8 |

Moving on....

I would like to read you a list of a few city services. For each one, please tell me whether you would rate the quality of the service as excellent, good, only fair, or poor? (ROTATE)

	EXCL	GOOD	FAIR	POOR	DK/R
33. Police protection?	1	2	3	4	5
34. Fire protection?	1	2	3	4	5
35. Sewer and water?	1	2	3	4	5
36. Drainage and flood control?	1	2	3	4	5
37. Building inspections?	1	2	3	4	5
38. Animal control?	1	2	3	4	5
39. Code enforcement?	1	2	3	4	5

IF ANY SERVICES WERE RATED "ONLY FAIR" OR "POOR," ASK:

40. Why did you rate _____ as (only fair/poor)?

Now, for the next four city services, please consider only their job on city-maintained streets and roads in neighborhoods. That means excluding interstate highways, state and county roads that are taken care of by other levels of government. Hence, Interstate 35W, Highway 36, Highway ____, County Road ____ or _____, should not be considered. How would you rate
....

	EXCL	GOOD	FAIR	POOR	DK/R
41. Street repair and maintenance?	1	2	3	4	5
42. Snow plowing?	1	2	3	4	5
43. Trail and pathway plowing in parks?	1	2	3	4	5
44. Trail and pathway plowing in neighborhoods?	1	2	3	4	5
45. Do you consider the city portion of your property taxes to be very high, somewhat high, about average, somewhat low, or very low in comparison with neighboring cities?	VERY HIGH.....1 SOMEWHAT HIGH.....2 ABOUT AVERAGE.....3 SOMEWHAT LOW.....4 VERY LOW.....5 DON'T KNOW/REFUSED.....6				

46. Would you favor or oppose an increase in YOUR city property tax if it were needed to maintain city services at their current level? FAVOR.....1
OPPOSE.....2
DON'T KNOW/REFUSED.....3
47. When you consider the property taxes you pay and the quality of city services you receive, would you rate the general value of city services as excellent, good, only fair, or poor? EXCELLENT.....1
GOOD.....2
ONLY FAIR.....3
POOR.....4
DON'T KNOW/REFUSED.....5

For each of the following long-term infrastructure projects, please tell me if you strongly support the City continuing to invest in it, somewhat support, somewhat oppose or strongly oppose.

	STS	SMS	SMO	STO	DKR
48. Water and sewer pipes?	1	2	3	4	5
49. City buildings?	1	2	3	4	5
50. Pedestrian pathways?	1	2	3	4	5
51. Bikeways?	1	2	3	4	5
52. City roads?	1	2	3	4	5

Changing topics....

53. Other than voting, do you feel that if you wanted to, you could have a say about the way the City of Roseville runs things? YES.....1
NO2
DON'T KNOW/REFUSED.....3
54. From what you know, do you approve or disapprove of the job the Mayor and City Council are doing? (WAIT FOR RESPONSE) And do you feel strongly that way? STRONGLY APPROVE.....1
APPROVE.....2
DISAPPROVE.....3
STRONGLY DISAPPROVE.....4
DON'T KNOW/REFUSED.....5

IF "DISAPPROVE" OR "STRONGLY DISAPPROVE," ASK:

55. Why do you feel that way?

56. From what you have heard or seen, how would you rate the job performance of the Roseville City staff -- excellent, good, only fair, or poor?
- | | |
|-------------------------|---|
| EXCELLENT..... | 1 |
| GOOD..... | 2 |
| ONLY FAIR..... | 3 |
| POOR..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

IF "ONLY FAIR" OR "POOR," ASK:

57. Why do you feel that way?
-
-

Thinking about another topic....

58. How would you rate the general condition and appearance of Roseville -- excellent, good, only fair, or poor?
- | | |
|-------------------------|---|
| EXCELLENT..... | 1 |
| GOOD..... | 2 |
| ONLY FAIR..... | 3 |
| POOR..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

IF "ONLY FAIR" OR "POOR," ASK:

59. Why do you feel that way?
-
-

60. Over the past two years, has the appearance of Roseville improved, declined or remained the same?
- | | |
|-------------------------|---|
| IMPROVED..... | 1 |
| DECLINED..... | 2 |
| REMAINED THE SAME..... | 3 |
| DON'T KNOW/REFUSED..... | 4 |

61. How would you rate the job the City does enforcing city codes on nuisances -- excellent, good, only fair or poor?
- | | |
|-------------------------|---|
| EXCELLENT..... | 1 |
| GOOD..... | 2 |
| ONLY FAIR..... | 3 |
| POOR..... | 4 |
| DON'T KNOW/REFUSED..... | 5 |

IF "ONLY FAIR" OR "POOR," ASK:

62. What nuisances does the City need to do a better job of enforcing?

The City of Roseville offers a housing program for residential home improvements.

63. Prior to this survey, were you	YES.....	1
aware of this housing program?	NO.....	2
	DON'T KNOW/REFUSED.....	3

The City also sponsors free home and garden workshops each February and fall.

64. Were you aware of these workshops?	YES.....	1
	NO.....	2
	DON'T KNOW/REFUSED.....	3

Turning to the issue of public safety in the community....

I would like to read you a short list of public safety concerns.

65. Please tell me which one you consider to be the greatest concern in Roseville? If you feel that none of these problems are serious in Roseville, just say so.

FIRST

Violent crime.....	01
Drugs.....	02
Youth crimes and vandalism.....	03
Break-ins and theft from automobiles.....	04
Business crimes, such as shop- lifting and check fraud.....	05
Residential crimes, such as burglary, and theft.....	06
Traffic speeding.....	07
Identity theft.....	08
ALL EQUALLY.....	09
NONE OF THE ABOVE.....	10
DON'T KNOW/REFUSED.....	11

66. How would you rate the amount of patrolling the Roseville Police Department does in your neighborhood -- would you say they do too much, about the right amount, or not enough?	TOO MUCH.....1 ABOUT RIGHT AMOUNT.....2 NOT ENOUGH.....3 DON'T KNOW/REFUSED.....4
---	--

Changing topics...

I would like to read you a list of characteristics of a community. For each one, please tell me if you think Roseville currently has too many or too much, too few or too little, or about the right amount.

	MANY /MCH	FEW/ LITT	ABT RGHT	DK/ REFD
67. Affordable rental units?	1	2	3	4
68. Market rate rental units?	1	2	3	4
69. Condominiums and townhomes?	1	2	3	4
70. Starter homes for young families?	1	2	3	4
72. "Move up" housing?	1	2	3	4
73. Higher cost housing?	1	2	3	4
74. Assisted living for seniors?	1	2	3	4
75. Parks and open spaces?	1	2	3	4
76. Trails and bikeways?	1	2	3	4
77. Service and retail establishments?	1	2	3	4
78. Entertainment and dining opportunities?	1	2	3	4
79. If you were going to move from your current home for upgrading, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed or not at all committed?	VERY COMMITTED.....1 SOMEWHAT COMMITTED.....2 NOT TOO COMMITTED.....3 NOT AT ALL COMMITTED.....4 DON'T KNOW/REFUSED.....5			
80. And, if you were going to move from your current home for downsizing, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed, or not at all committed?	VERY COMMITTED.....1 SOMEWHAT COMMITTED.....2 NOT TOO COMMITTED.....3 NOT AT ALL COMMITTED.....4 DON'T KNOW/REFUSED.....5			

IF "NOT TOO COMMITTED" OR "NOT AT ALL COMMITTED IN QUESTIONS
#79 OR #80, ASK:

81. Is there anything missing or that could be improved in
Roseville that would make you committed to staying?

Changing topics....

Most communities have one of three systems for garbage collection. In an open collection system, like the City of Roseville currently has, residents choose their hauler from several different companies serving the community. Other cities use an organized collection system, where the City contracts with haulers for collection throughout the city. Other cities contract with a collection of haulers who are then assigned to collect from specific regions of the city.

82. Which system do you most prefer?	OPEN/STRONGLY.....1
(WAIT FOR RESPONSE) Do you feel	OPEN.....2
strongly that way?	ORGANIZED/STRONGLY.....3
	ORGANIZED.....4
	ASSIGNED/STRONGLY.....5
	ASSIGNED.....6
	DON'T KNOW/REFUSED.....7

IF A RESPONSE IS GIVEN, ASK:

83. Could you tell me one or two reasons for your decision?

84. How would you rate the City of	EXCELLENT.....1
Roseville's recycling program -	GOOD.....2
excellent, good, only fair or	ONLY FAIR.....3
poor?	POOR.....4
	DON'T KNOW/REFUSED.....5

Continuing....

85. How would you rate the City's overall performance in communicating key local issues to residents in its publications, website, mailings, and on cable television -- excellent, good, only fair, or poor?

EXCELLENT.....	1
GOOD.....	2
ONLY FAIR.....	3
POOR.....	4
DON'T KNOW/REFUSED.....	5

86. What is your primary source of information about the City of Roseville?

87. How would you most prefer to receive information about Roseville City Government and its activities -- (ROTATE) e-mail, information on the city's website, city publications and newsletters, mailings to your home, local weekly newspaper coverage, cable television programming, the city's Facebook page or the City's Twitter feed?

E-MAIL.....	1
CITY WEBSITE.....	2
PUBLICATIONS/NEWSLTRS....	3
MAILINGS TO HOME.....	4
LOCAL WEEKLY PAPERS.....	5
CABLE TV.....	6
CITY FACEBOOK PAGE.....	7
TWITTER.....	8
ELSE: _____	

88. Do you recall receiving the City publication -- "Roseville City News" -- during the past year?

YES.....	1
NO.....	2
DON'T KNOW/REFUSED.....	3

IF "YES," ASK:

89. Do you or any members of your household regularly read it?

YES.....	1
NO.....	2
DON'T KNOW/REFUSED.....	3

90. How effective is this city publication in keeping you informed about activities in the city -- very effective, somewhat effective, not too effective, or not at all effective?

VERY EFFECTIVE.....	1
SOMEWHAT EFFECTIVE.....	2
NOT TOO EFFECTIVE.....	3
NOT AT ALL EFFECTIVE.....	4
DON'T KNOW/REFUSED.....	5

I would like to ask you about social media sources. For each one, tell me if you currently use that source of information; then, for

each you currently use, tell me if you would be likely or unlikely to use it to obtain information about the City of Roseville.

	NOT USE	USE LIK	USE NLK	DK/ REF
91. Facebook?	1	2	3	4
92. Twitter?	1	2	3	4
93. YouTube?	1	2	3	4
94. Nextdoor?	1	2	3	4
95. E-mail?	1	2	3	4
96. City website?	1	2	3	4

Now, just a few more questions for demographic purposes....

Could you please tell me how many people in each of the following age groups live in your household.

97. Persons 65 or over?	NONE.....1 ONE.....2 TWO OR MORE.....3
98. Adults between the ages of 50 and 64 years of age?	NONE.....1 ONE.....2 TWO.....3 THREE OR MORE.....4
99. Adults between the ages of 18 and 49 years of age?	NONE.....1 ONE.....2 TWO.....3 THREE OR MORE.....4
100. School-aged children and pre- schoolers?	NONE.....1 ONE.....2 TWO.....3 THREE OR MORE.....4
101. Do you own or rent your present residence?	OWN.....1 RENT.....2 REFUSED.....3
102. What is your age, please? (READ CATEGORIES, IF NEEDED)	18-24.....1 25-34.....2 35-44.....3 45-54.....4 55-64.....5 65 AND OVER.....6

103. Which of the following best describes your household: (READ)	SINGLE/NO OTHER.....1
A. Single, no other family at home.	SINGLE PARENT.....2
B. Single parent with children at home.	MAR/PARTN/CHILDREN.....3
C. Married or partnered, with children at home.	MAR/PARTN/NO CHILD.....4
D. Married or partnered with no children or no children at home.	SOMETHING ELSE.....5
E. Something else.	DON'T KNOW/REFUSED.....6

104. Which of the following categories represents your ethnicity --	WHITE.....1
White, African-American, Hispanic-	AFRICAN-AMERICAN.....2
Latino, Asian-Pacific Islander,	HISPANIC-LATINO.....3
Native American, or something	ASIAN-PACIFIC ISLAND....4
else? (IF "SOMETHING ELSE," ASK:)	NATIVE AMERICAN.....5
What would that be?	SOMETHING ELSE.....6
	MIXED/BI-RACIAL.....7
	DON'T KNOW.....8
	REFUSED.....9

Thank you for your time. Good-bye.

105. Gender (DO NOT ASK)	MALE.....1
	FEMALE.....2

106. REGION OF CITY

REQUEST FOR COUNCIL ACTION

Date: March 24, 2014
Item No.: 13.c

Department Approval

City Manager Approval



Item Description: Appoint Members to Ethics; Human Rights; Parks and Recreation; Public Works Environment and Transportation; Finance; and Community Engagement Commissions

BACKGROUND

On March 10 and 13, the City Council interviewed applicants interested in appointment to various commissions.

Council will consider applicants for one vacancy on the Ethics Commission; one vacancy on the Parks and Recreation Commission; one vacancy on the Human Rights Commission; and four vacancies on the Public Works, Environment and Transportation Commission. Two will be for terms that expire in March 2017. One will be for a term that expires in 2015 and one for a term that expires in 2016.

Since the interviews were completed, Human Rights Commissioner Michelle Courneya has submitted her resignation from the commission. Her term expires March 31, 2015.

Council may also consider appointments for seven vacancies each on the newly created Community Engagement Commission and Finance Commission. Three applicants for each commission will be appointed to terms that expire March 31, 2017; two to terms that expire March 31, 2016 and two to terms that expire March 31, 2015.

Resolution #10782 Reappointment Process and Term Limits Policy Roseville Citizen Advisory Commissions states that:

- E. If fewer applications are received than twice the number of openings, the City Council may establish a new application deadline and Council Meeting for interviews. If a new deadline is adopted, the vacancy will be re-advertised as described in "B": above.

The city has 13 applicants for the Community Engagement Commission and 12 applicants for the Finance Commission, so staff believe it does not warrant extending the deadline.

REQUESTED COUNCIL ACTION

Appoint _____ to the Ethics Commission for term ending March 31, 2017.

Appoint _____ to the Human Rights Commission for term ending March 31, 2017.

34
35 Consider whether to appoint_____ to the Human Rights Commission for term ending
36 March 31, 2015 and/or direct staff to advertise for applicants to the Commission.

37
38 Appoint _____ to the Parks and Recreation Commission for term ending March 31,
39 2017.

40
41 Appoint _____ and _____ to the Public Works Commission for term ending
42 March 31, 2017.

43
44 Appoint _____ to the Public Works Commission for term ending March 31, 2015.

45
46 Appoint _____ to the Public Works Commission for term ending March 31, 2016.

47
48 Appoint _____ and _____ and _____ to the Finance
49 Commission for term ending March 31, 2017.

50
51 Appoint _____ and _____ to the Finance Commission for term ending
52 March 31, 2016.

53
54 Appoint _____ and _____ to the Finance Commission for term ending
55 March 31, 2015.

56
57 Appoint _____ and _____ and _____ to the Community
58 Engagement Commission for term ending March 31, 2017.

59
60 Appoint _____ and _____ to the Community Engagement Commission for
61 term ending March 31, 2016.

62
63 Appoint _____ and _____ to the Community Engagement Commission for
64 term ending March 31, 2015.

65
66 **Prepared by: Patrick Trudgeon, City Manager**

67 Attachments: A: Council Preferences
68
69

Advisory Commission Preferences of City Council

Ethics – one vacancy for a three year term

Roe	Quick-Lindberg	
Etten	Quick-Lindberg	
Laliberte	Quick-Lindberg	
McGehee	Quick-Lindberg	
Willmus	Quick-Lindberg	
Chair Fjelstad	Cihacek	Quick-Lindberg

Human Rights – one vacancy for a three year term; one vacancy for term that expire 3/31/2015

Roe	Bachhuber	Slade
Etten	Bachhuber	Slade
Laliberte	Bachhuber	Slade
McGehee	Bachhuber	Slade
Willmus	Bachhuber	Slade
Chair Groff	Bachhuber	Slade

Parks & Recreation – one vacancy for a three year term

Roe	Newby	Jebens-Singh
Etten	Newby	Jebens-Singh
Laliberte	Newby	Bole
McGehee	Bole	Cihacek
Willmus	Newby	Bole
Chair Holt	Newby	Bole

Public Works, Environment and Transportation Commission – four vacancies; two for three year terms, one for a one year term and one for a two year term

Roe	Cihacek	Brodt-Lenz	Wozniak	Seigler	
Etten	Joe Wozniak	Brodt-lenz	Cihacek	Seigler	
Laliberte	Brodt-Lenz	Seigler	Wozniak	Storkamp	

McGehee	Ristow	Wozniak	Brodth-Lenz	Cihacek	Seigler
Willmus	Brodth-Lenz	Ristow	Seigler	Wozniak	Storkamp
Chair Vanderwall	Wozniak	Brodth- Lenz	Blakely	Miller	

Community Engagement Commission – seven vacancies; three for three year terms, two for a two year term and two for a one year term

Roe	Becker	Gardella	Grefenberg	Manke	Mueller	Miller	Ramundt	
Etten	Becker	Gardella	Klick	Mueller	Ramundt	Grefenberg	Miller	
Laliberte	Gardella	Becker	Ramundt	Grefenberg	Manke	Klick	Simon	
McGehee	Miller	Manke	Eagan	Barshack				
Willmus	Miller	Becker	Klick	Gardella	Grefenberg	Mueller	Ramundt	Manke

Finance Commission – seven vacancies; three for three year terms, two for a two year term and two for a one year term

Roe	Bachhuber	Cartier	Cunningham	Konidena	Rohloff	Schroeder	Zeller	
Etten	Bachhuber	Cunningham	Hodder	Konidena	Schroeder	Zeller	Rohloff	
Laliberte	Schroeder	Rohloff	Bachhuber	Zeller	Strawser	Konidena	Kysylczyn	
McGehee	Bachhuber	Cartier	Hodder	Konidena	Zeller	Strawser	Schroeder	
Willmus	Bachhuber	Carlson	Cartier	Hodder	Konidena (Rao)	Schroeder	Zeller	Strawser

REQUEST FOR COUNCIL ACTION

Date: 3/24/14
Item No.: 14.a

Department Approval



City Manager Approval



Item Description: Discuss Winter Weather Impacts on Utility Service Laterals

BACKGROUND

Staff initially discussed the severe winter impacts on water service laterals with the Council at the February 24, 2014 city council meeting. At that time 45 properties had experienced frozen water service lines. As of Wednesday March 19, 2014, 124 properties have notified staff regarding a frozen water service line. They are summarized in the following table:

Wednesday, March 19, 2014

2013 - 2014 Winter Season

Total Services frozen to date	124
--------------------------------------	------------

Total still froze as 3:30pm today	54
<i>Currently on our list to attempt a thaw with the Magikist Machine</i>	<i>42</i>
<i>Unsuccessful thaw attempts, either City, Contractor, or both</i>	<i>51</i>
<i>Waiting for Spring to thaw naturally</i>	<i>5</i>

Accounts on original freeze list that were not running water continuously as instructed in original letter sent out in December, and reminder letter in February.	17
--	----

Notifications Called In To City	
January	3
February	56
March (<i>Through ONLY March 19 at 3:30 PM</i>)	65
Total	124

To date this is just over 100 new freeze accounts that were not on the historic freeze list and notification program. Staff feels while this is a significant number of new freeze issues it is attributable to a very unusual winter season that continues to average significantly below normal

temperatures. We do not expect this to be the new average condition to design water systems to or to drastically change practices that might limit opportunities to replace infrastructure utilizing newer technologies resulting in significant cost implications. While some modification of standards and practices may be in order, they should be as a result of historic trends and averages and be tied to industry standards and practices for our area. Staff recommends we focus on mitigating the current freeze issues related to this unusual winter and take a broader look at long term ownership and design issues.

Staff is recommending the City Council discuss at this time whether the city should provide any financial assistance to the property owners that have incurred contractor costs for thawing frozen lines. The Council requested staff to bring the utility lateral issues including the frozen lines back for additional discussion. Staff has received additional feedback from residents that have contracted thawing services that has indicated the most successful contractors have been able to thaw the lines for \$300-\$600. There have been difficult to thaw lines that have incurred higher charges. A high percentage of the lines have been frozen under the roadway. This is where frost is driven deeper by traffic as it is uninsulated by snow.

Ownership of service laterals

The current policy has been in place since the 1960's. Ownership of laterals has been the property owner from the building to the city main. Many properties have replaced or repaired their service laterals as part of our road reconstruction projects over the past 25 years at their cost. We also have a number of property owners who have corrected deficiencies at their own cost outside of our pavement program annually. The Council should consider equity to property owners when considering revision of this policy. Another issue is total liability and impact on capital improvement programs and utility rates. Long term liability would be in the millions of dollars over time if the city were to assume ownership to the property line. It is possible that there may be some middle ground on the ownership issue however additional research would need to be conducted to vet this out further.

City water main standards

Staff recommends additional study of our current standards related to materials and design of public utility systems. While plastic and high density polyethylene pipe does not allow for electro mechanical thawing, they have other benefits and add to options for replacement of infrastructure. There are significant cost implications if we limit our material options as we replace infrastructure in the future. Staff will discuss the current standards and our initial thoughts regarding further study at the meeting.

POLICY OBJECTIVE

The City operates and maintains a water system to provide a continuous supply of safe drinking water to its residents. Current city code establishes ownership of the utility service lines with the property owner.

FINANCIAL IMPACTS

The city established the water utility to ensure safe, clean drinking water availability to all properties in Roseville. The water enterprise is funded through user fees to cover the cost of this service. All costs associated with assisting residents with frozen water service lines are funded through the water enterprise fund. Financial assistance in the \$300-\$500 per property would result in a total expenditure of \$45-65,000 based on the assumption we may have nearly 150 or more properties that will incur thawing costs.

55

56 The issues of service lateral ownership and revising pipe standards for city mains would have
57 a much greater long term financial liability and have a significant impact on future water and
58 sewer rates.

59 **STAFF RECOMMENDATION**

60 Staff recommends the City Council determine whether to provide any financial assistance to
61 residents who have incurred thawing costs resulting from frozen water services. Staff suggests
62 financial assistance in the range of up to \$300-\$500 per property. We feel this would reimburse
63 on average 50-75% of the costs incurred. Some properties have incurred well over \$1000.

64

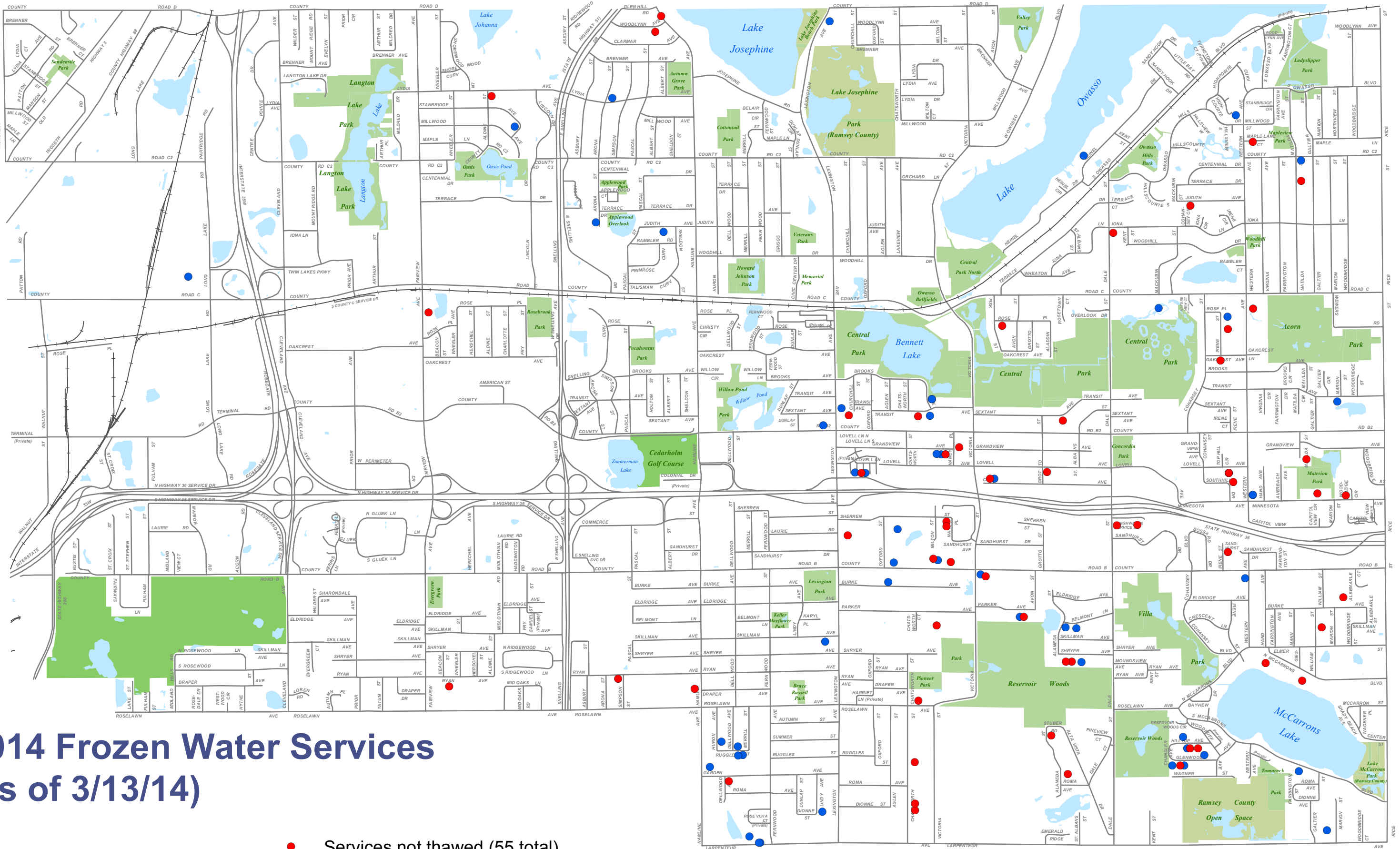
65 Staff also recommends the Council defer any action on the issue of service lateral ownership and
66 city main material standards to allow more time for staff and possibly the Public Works,
67 Environment, and Transportation Commission to study and discuss mitigation of the properties
68 on the new freeze list and present a more in depth recommendation.

69 **REQUESTED COUNCIL ACTION**

70 Motion to approve financial assistance to property owners at a level determined by the City
71 Council.

72

Prepared by: Duane Schwartz, Public Works Director
Attachment: A: Map of freeze accounts



2014 Frozen Water Services (as of 3/13/14)

- Services not thawed (55 total)
- Services thawed (53 total)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 03/24/2014

Item No.: 14.b

Department Approval



City Manager Approval



Item Description: Discuss Updating City Code Chapter 311, Business Regulation, Pawn Brokers and Precious Metal Dealers

BACKGROUND

The Roseville Police Department participates in *Problem Oriented Policing*, an approach based on the following principles:

- Law Enforcement responses alone are seldom effective in reducing or solving problems
- Heavy dependence on strong, mutually trusting partnerships among constituencies, partnerships in which each party assumes its fair share of responsibility
- An overriding goal to adopt responses to community problems that are more equitable and effective for the community as a whole than are current responses

Automated Property System (APS), a product of the Minneapolis Police Department, is the oldest database (1997) of its type in the United States. Minneapolis is a country-wide leader in developing this database which was originally geared toward the pawn industry and has now been expanded to recognize secondhand goods and precious metals dealers. Minneapolis recognized that stolen property could be sold to secondhand goods and precious metals dealers as done with pawn brokers. APS is utilized by over 260 law enforcement agencies in Minnesota and Wisconsin and is the most effective way in this area to link pawn, secondhand and precious metal dealer transactions with law enforcement.

Numerous studies have been conducted which show databases like APS are effective in combating property crimes, holding offenders accountable and returning property to its rightful owner. One study published by the *Journal of Research in Crime and Delinquency* (1) made a number of observations to include:

- The population of prolific pawners contains a large segment of people with robust arrest records
- Regulation enforcement of pawn shops has been effective, but only to the extent of displacing part of the trade to other, less regulated enterprises, such as secondhand, precious metal and antique dealers

In 2011, the current City Code, Chapter 311, Pawn Brokers and Precious Metal Dealers was changed to limit one pawn shop in Roseville after the community raised concerns over crime and disorder that can follow the pawn industry, which are dealers of secondhand goods. In 2011, the Roseville Police Department estimated twenty-five percent of one detective's time was spent monitoring the City's one

1. Where have all the Hot Goods Gone? The Role of Pawnshops, *Journal of Research in Crime and Delinquency*, 2004,

pawn shop and APS.

Current City Code, Chapter 311, Pawn Brokers and Precious Metal Dealers was updated in 2002 to incorporate APS in Roseville. Pawn America and precious metal dealers were mandated to comply with Code 311. However, today only Pawn America- which also holds a Precious Metal Dealer license from the City- complies with the Precious Metal Dealer requirements and pays the appropriate City fees. Internet research indicates at least 14 other businesses currently purchase gold and/or coins and do not comply with the City Code, Chapter 311. In the past few years, Roseville Finance and Police elected not to enforce the annual license fee, APS reporting and transaction fees to new precious metal dealers opening in Roseville due to the pre-existing precious metal dealers not in compliance with City code as it would have created an unfair business climate.

The Police Department is confident the likelihood of recovering stolen property and apprehending suspects will increase if precious metal dealers and secondhand stores report applicable transactions. Many studies, along with information gathered by Roseville Police investigations, indicate the criminals who steal property are interested in obtaining cash for that property as soon as possible. Illegal narcotics use often fuels the desire to steal. In the past few years, police throughout Ramsey County have seen a dramatic increase in thefts of consumer electronics and jewelry. There also has been an increase in locations and types of businesses where thieves can quickly sell these items.

On February 14, 2014, the Police Department sent letters to twenty-seven Roseville businesses involved in purchasing secondhand goods and precious metals. The businesses were chosen following an internet search of their business practices and general knowledge of the community. All were presented information on a future meeting and frequently asked questions about APS, etc.

On March 5th, the Police Department hosted a meeting to inform the potentially affected businesses. At least twenty-three business representatives attended the meeting. The meeting also provided the businesses representatives with an opportunity to ask questions about APS, see a demonstration of how to enter transaction data into a free website that interfaces with APS, and a brief list of exempted transactions. The Police Department collected contact information to keep the interested businesses informed of the progress of the potential ordinance change.

Police Department research yielded several city ordinances to serve as foundation for the potential changes to Roseville Ordinance. The City of Bloomington was selected as the main contributor. The City Attorney has drafted the ordinance language listed in Attachment A. Input from businesses was considered in the draft language. Secondhand goods exempted from APS reporting in the draft ordinance language include: books, magazines, DVDs, CDs, clothing, sporting goods- except bicycles, children's goods, furniture, cookware, automobiles, along with other exempted items.

Included as Attachment B is summary information on metro cities that do or do not mandate APS reporting of pawn brokers, second hand and precious metal dealers as well as their respective annual and per item APS transaction fees.

Included as Attachment C is a map of metro city ordinances addressing pawn brokers, secondhand and precious metal dealers. Roseville is nearly surrounded by ordinances which require pawn brokers, secondhand and precious metal dealers report to APS.

OBJECTIVE

81 If enacted, the Police Department expects to fund an additional police officer position that will focus on
82 stolen property, holding offenders accountable and returning property to its rightful owner.

83 **FINANCIAL IMPACTS**

84 If enacted, APS fees received will be diverted from the City's General Fund and no expected increase
85 to the Police Department budget.

86 **STAFF RECOMMENDATION**

87
88 Council discussion and direction to staff of potential changes to Chapter 311, Business Regulation
89 Pawn brokers and Precious Metal Dealers

90
91 **REQUESTED COUNCIL ACTION**

92
93 Council discussion and direction to staff of potential changes to Chapter 311, Business Regulation
94 Pawn brokers and Precious Metal Dealers

95

96 Prepared by: Rick Mathwig, Chief of Police
Attachments: A. Draft Ordinance, Chapter 311
B. Summary data of metro pawn, secondhand and precious metal dealers
C. Map of metropolitan area depicting pawn broker, secondhand and precious metal dealer ordinances

SECTION:

- 311.01: Purpose
- 311.02: Definitions
- 311.03: License Required
- 311.04: Application for License
- 311.05: Investigation by Police Department
- 311.06: Term of License and Renewals
- 311.07: License Fees
- 311.075: Billable Transaction Fees
- 311.076: Bond Required
- 311.08: Ineligible Persons and Locations
- 311.09: Requirements of Licensees
- 311.10: Alarm System Required
- 311.11: Suspension or Revocation of License
- 311.12: Prohibited Acts
- 311.13: Adoption of Statutes by Reference

311.01: PURPOSE:

The City Council finds that pawnbroker, precious metal dealer, and secondhand good dealer regulation is appropriate because such activities provide an opportunity for the commission of crimes and their concealment because such businesses have the ability to receive and transfer stolen property easily and quickly. The City Council also finds that consumer protection regulation of such activities is warranted because customers of such businesses frequently seek their services during times of desperate financial circumstances.

To help the police department better regulate current and future pawn, precious metal and secondhand good businesses, decrease and stabilize costs associated with the regulation of such industries, and increase identification of criminal activities in such industries through the timely collection and sharing of pawn transaction information, this chapter also implements and establishes the required use of the automated pawn system (APS). (Ord. 1275, 11-18-2002)

311.02: DEFINITIONS:

As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

ACCEPTABLE IDENTIFICATION: Acceptable forms of identification are a current valid Minnesota driver's license, a current valid Minnesota identification card, or a current valid photo driver's license or identification card issued by another state or province of Canada.

BILLABLE TRANSACTIONS: Every reportable transaction conducted by a pawnbroker, precious metal dealer and secondhand goods dealer except renewals, redemptions, or extensions of existing pawns on items previously reported and continuously in the licensee's possession, and non-billable secondhand goods transactions as defined in this Section.

ISSUING AUTHORITY: The City of Roseville.

ITEM CONTAINING PRECIOUS METAL: An item made in whole or in part of metal and containing more than one percent (1%) by weight of silver, gold or platinum.

MINOR: Any natural person under the age of eighteen (18) years.

NON-BILLABLE SECONDHAND GOODS TRANSACTION: Every reportable transaction under Section 311.09 conducted by a secondhand goods dealer for which a transaction fee under Section 311.075 is not required due to the transaction price paid by the secondhand goods dealer failing to surpass the minimum billable transaction threshold established within Chapter 314 of this Title.

PAWNBROKER: A person who loans money on deposit or pledge of personal property or other valuable thing or who deals in the purchasing of personal property or other valuable thing on condition of selling that same thing back again at a stipulated price or who loans

money secured by chattel mortgage or personal property, taking possession of the property or any part thereof so mortgaged. To the extent that a pawnbroker business includes buying personal property previously used, rented, or leased, the provisions of this chapter shall be applicable. Pawnbroker does not include businesses or persons who engage in transactions in which a used or secondhand item is exchanged for a new item and the value of the new item exceeds the value of the secondhand item, or who buys and sells used goods or equipment of a specialized nature such as exercise or sporting equipment, or children's clothes. A bank, savings and loan association or credit union shall not be deemed a pawnbroker for purposes of this chapter.

PAWNSHOP: Any business establishment operated by a pawnbroker.

PERSON: One or more natural persons; a partnership, including a limited partnership; a corporation, including a foreign, domestic or nonprofit corporation, a trust, a political subdivision of the state; or any other business organization.

PRECIOUS METAL DEALER: Any person engaging in the business of buying coins or secondhand items containing precious metal, including, but not limited to, jewelry, watches, eating utensils, candlesticks, and religious and decorative objects. Persons conducting the following transactions shall not be deemed to be precious metal dealers:

A. Transactions at occasional "garage" or "yard" sales, or estate sales or auctions held at the decedent's residence, except that precious metal dealers must comply with the requirements of Minnesota statutes, sections 325F.734 to 325F.742, for these transactions.

B. Transactions regulated by Minnesota statutes, chapter 80A.

C. Transactions regulated by the federal commodity futures commission act.

D. Transactions involving the purchase of precious metal grindings, filings, slag, sweepscraps or dust from an industrial manufacturer, dental lab, dentist or agent thereof.

E. Transactions involving the purchase of photographic film such as lithographic and x-ray film or silver residue or flake covered in lithographic and x-ray film processing.

F. Transactions involving coins or bullion in ingots.

G. Transactions in which the secondhand item containing precious metal is exchanged for a new item containing precious metal and the value of the new item exceeds the value of the secondhand item, except that a person who is a precious metal dealer by engaging in a transaction which is not exempted by this section must comply with the requirements of Minnesota statutes, sections 325F.734 to 325F.742.

H. Transactions between precious metal dealers if both dealers are licensed under Minnesota statutes, section 325F.733, or if the seller's business is located outside of the state and the item is shipped from outside the state to a dealer licensed under Minnesota statutes, section 325F.733.

I. Transactions in which the buyer of the secondhand item containing precious metal is engaged primarily in the business of buying and selling antiques and the items are resold in an unaltered condition except for repair, and the items are resold at retail and the buyer paid less than \$2,500.00 for secondhand items containing precious metals purchased within any period of twelve 12 consecutive months.

PRECIOUS METALS: Silver, gold or platinum.

REDEMPTION PERIOD: The date by which an item of property that has been pawned must be redeemed by the pledger without risk that the item will be sold. Such date must be a day on which the pawnbroker or precious metal dealer is open for regular business.

REPORTABLE TRANSACTION: Every transaction conducted by a pawnbroker, precious metals dealer or secondhand goods dealer in which merchandise is received through a pawn, purchase, consignment or trade, or in which a pawn is renewed, extended, or for which a unique transaction number or identifier is generated by their point of sale software, is reportable, except:

A. The bulk purchase or consignment of new or used merchandise from a merchant, manufacturer, or wholesaler having an established permanent place of business, and the

107 retail sale of said merchandise, provided the pawnbroker must maintain a record of such
108 purchase or consignment which describes each item, and must mark each item in a manner
109 which relates it to that transaction record.

110 B. Retail and wholesale sales of merchandise originally received by pawn or purchase, and
111 for which all applicable hold and/or redemption periods have expired.

112 C. Transactions in which a secondhand goods dealer obtains secondhand goods through the exchange of
113 like-kind property rather than monetary payment.

114 D. Transactions in which a precious metals dealer purchases precious metals from a person who
115 previously acquired the precious metal from the precious metal dealer. (Ord. 1275, 11-18-2002)
116 SECONDHAND GOODS: Any tangible personal property, previously owned, used, rented or
117 leases by a person other than the dealer offering it for sale, including without limitation:
118 video game players and systems; video games; bicycles electronic audio or video
119 equipment; firearms; musical instruments; ~~sports equipment~~; photographic equipment;
120 outboard motors; inboard drives; nautical sonar or radar devices; electric, pneumatic or
121 hydraulic powered construction or mechanical equipment or tools; computers or computer
122 related equipment; cellular telephones or other communication devices; jewelry; coins;
123 precious metals; artist signed or artist attributed original works of art and other secondhand
124 goods or merchandise. Secondhand goods specifically does not include: sports and fitness
125 equipment; CD's and DVD's except video games; books, magazines, post cards, stamps or
126 philatelic material; furniture, lighting fixtures, or lamps; cookware, glassware or eating
127 utensils not containing precious metals; clothing, shoes, or clothing accessories, such as
128 bags or purses; children's clothing, appliances, furniture, safety devices, or toys.

129 SECONDHAND GOODS DEALER: Any person whose regular business includes selling or
130 receiving secondhand goods, including auction house dealers, consignment house dealers,
131 flea market dealers and antique dealers , but not including transactions conducted by a
132 pawnbroker licensed under this Chapter, a precious metal dealer licensed under this
133 Chapter, or used car sales involving vehicles with titles requiring registration with the
134 Minnesota Department of Motor Vehicles under Minnesota Statutes, Chapter 168 or boats
135 required to be registered with the Department of Natural Resources.

136 **311.03: LICENSE REQUIRED:**

137 No person shall exercise, carry on or be engaged in the trade or business of pawnbroker or
138 precious metal dealer within the city unless such person is currently licensed under this
139 section to be a pawnbroker or precious metal dealer, respectively. No more than one pawn
140 broker license shall be issued by the City at any time and priority shall be given to qualified
141 applicants for renewal of existing license. No person shall exercise, carry on or be engaged in the
142 trade or business of secondhand goods dealer within the city unless such person is currently licensed
143 under this section to be a secondhand goods dealer, subject to the following exemptions:

144 A: Persons who are residents, tax-exempt, non-profit public charitable originations, tax
145 exempt political organizations or tax exempt, non-profit civic organizations conducting the
146 occasional sale of secondhand goods at events commonly known as "garage sales", "yard
147 sales", "moving sales", "fundraiser sales" or "estate sales" where all of the following are
148 present:

- 149 1. The sale is held on real property located within the City that is occupied as a
150 dwelling by one of the sellers or owned, rented, or leased by the charitable,
151 political or civic organization;
- 152 2. The persons conducting the sale own the items offered for sale and receive all the
153 proceeds therefrom;
- 154 3. The sales event does not exceed a period of three consecutive days with no more
155 than three (3) sales events being held within a year;
- 156 4. The sales event does not include the sale of firearms.

B: Secondhand goods dealers who register with the issuing authority and whose business plan and records clearly demonstrate on an annual and continual basis to the satisfaction of the issuing authority that they acquire their secondhand merchandise exclusively by:

1. Sales of property from a merchant, manufacturer, wholesaler, corporate entity or government entity, having an established place of business, or goods sold at open sale from bankrupt stock, provided the secondhand goods dealer must maintain a record of all such transactions which includes at a minimum Written Declaration of Ownership setting forth:
 - a. The seller's full corporate name, corporate address, telephone number, federal Employee Identification Number (EIN) or federal Tax Identification Number, full name of the chief executive officer of the corporation, and a description of the seller's business;
 - b. An accurate description of each item of property that must identify the item in a manner that relates to the transaction record including, but not limited to, any trademark, identification number, serial number, model number, brand name or other identifying mark on the items;
 - c. A description of the nature of the transaction, such as trade, consignment or sale;
 - d. The purchase price, asking price if consigned, or value attributed to the items if accepted in trade; and
 - e. A signed statement by the seller that the seller is the true owner of the property or proof of their authorization from the true owner to dispose of the items, and that the property is free from all other claims or liens.
2. Transactions between dealers if both dealers are licensed under Minnesota Statutes, Section 325F.733 or this Section of the City Code, or if the seller's business is located outside of the state and the item is shipped from outside the state to a dealer licensed under Minnesota Statutes Section 325F.733 or this Section of the City Code.
3. Secondhand goods that have been donated without compensation.

C: Transactions conducted by sheriffs or other public officers who are acting according to law in their official capacity.

D: transactions regulated by Minnesota Statutes Chapter 80A or the Federal Commodity Futures Commission Act.

E: Secondhand goods dealers who are able to demonstrate to the issuing authority upon request that they qualify as a recognized, tax exempt, non-profit organization pursuant to Section 501(c) of the Internal Revenue Code or tax exempt political organization pursuant to Section 527 of the Internal Revenue Code and regulated pursuant to Minnesota Statutes 10A.14, who exclusively conduct transactions involving the same or receipt of secondhand goods that have been donated without compensation. (Ord. 1275, 11-18-2002) (Ord. 1414, 9-12-2011)

311.04: APPLICATION FOR LICENSE:

Every application for license under this section, whether for a natural person, partnership, corporation or other organization, shall be made on a form supplied by the city and shall contain all information as required on that form by law.

All applications for a license under this chapter shall be signed and sworn to under oath or affirmation by applicant. If the application is that of a natural person, it shall be signed and sworn to by such person; if that of a corporation, by an officer thereof; if that of a partnership, by one of the general partners; and if that of an unincorporated association, by the manager or managing officer thereof.

Any falsification on a license application shall result in the denial of a license.

When a licensee places a manager in charge of a business, or if the named manager(s) in charge of a licensed business changes, the dealer must complete and submit the

appropriate application within 14 days. The manager shall be subject to the investigation required by section 311.05 of this chapter, and to payment of the investigation fee required by this chapter, which shall be paid in advance.

The designation of a new manager shall not cause the license to become invalid before a decision is rendered, provided proper notice and application are made by the applicant. A proposed new manager shall be referred to as the interim manager. In the event an interim manager is rejected, the licensee shall designate another interim manager and make the required application within 14 days of the decision. If a proposed manager is rejected, the decision may be appealed to the City Council by filing a written notice of appeal with the city manager within ten days after being notified of the rejection. (Ord. 1275, 11-18-2002)

311.05: INVESTIGATION BY POLICE DEPARTMENT:

A. Investigation and Report: All applications shall be referred to the police department for verification and investigation of the facts set forth in the application. The police department shall make a written report and recommendation to the City Council as to issuance or non-issuance of the license. The City Council may order and conduct such additional investigation as it deems necessary.

B. Cost of Investigation; Deposit: An applicant for any license under this section shall deposit with the city, at the time an original application is submitted, \$500.00 to cover the costs involved in verifying the license application and to cover the expense of any investigation needed to assure compliance with this section. If the investigation and verification process is conducted outside the state of Minnesota, the city may require the actual investigation costs not exceeding \$1,500.00. (Ord. 1275, 11-18-2002)

311.06: TERM OF LICENSE AND RENEWALS:

A. Term: All licenses issued through this section shall be for a period of 12 months beginning January 1, prorated on a monthly basis.

B. Renewal: A license under this section will not be renewed:

1. If the City Council determines that the licensee has failed to comply with the provisions of this chapter in a preceding license year.

2. There would be sufficient grounds not to issue a license in the first instance. (Ord. 1275, 11-18-2002)

311.07: LICENSE FEES:

The license application fees for pawnbrokers', precious metal dealers', and secondhand goods' licenses shall be as established by the City Fee Schedule in Section 314.05. (Ord. 1275, 11-18-2002) (Ord.1379A, 11-17-2008)

311.075: BILLABLE TRANSACTION FEES:

A. Licensees shall pay a monthly transaction fee on all billable transactions as set forth in section 301.03 of this title. Such fee shall be due and payable within 30days. Failure to timely pay the billable transaction fee shall constitute a violation of this chapter. (Ord. 1275, 11-18-2002)

311.076: BOND REQUIRED:

At the time of filing an application for a license, the applicant shall file a bond in the amount of \$10,000.00 with the city. The bond, with a duly licensed surety company as surety thereon, must be approved as to form by the city attorney. The bond must be conditioned on the licensee observing all ordinances of the city and all laws relating to the business of pawnbroker, precious metal dealer, or secondhand goods dealer and the licensee accounting for and delivering to any person legally entitled thereto any articles which may have come into the possession of the licensee as pawnbroker, precious metal dealer, or secondhand

goods dealer or in lieu thereof such licensee paying the person or persons the reasonable value thereof. The bond shall contain a provision that it may not be canceled without thirty days advance written notice to the licensing authority. (Ord. 1275, 11-18-2002)

311.08: INELIGIBLE PERSONS AND LOCATIONS:

A. Ineligible Persons: No licenses under this chapter shall be issued to an applicant who is a natural person, general or managing partner, manager, proprietor or agent if such applicant:

1. Is a minor at the time the application is filed;
2. Has been convicted of any offense related to the occupation licensed or involving moral turpitude;
3. Is not a citizen of the United States or a resident alien;
4. Is not of good moral character or repute;
5. Holds an intoxicating liquor license under this code;
6. Has had a pawnbroker, precious metal dealer license, or secondhand goods dealer revoked elsewhere; or
7. Other good and sufficient reason in the sole discretion of the City Council.

B. Ineligible Locations: The following locations shall be ineligible for licenses under this chapter:

1. No license shall be granted or renewed for operation on any property on which taxes, assessments or other financial claims of the state, county, school district or city are due, delinquent or unpaid.
2. No license shall be granted or renewed if the property on which the business is to be conducted is owned or controlled by a person who is ineligible for a license.
3. The property is not properly zoned.

C. Multiple Brokers or Dealers Prohibited: No license shall be issued for multiple pawnbrokers, precious metal dealers, or secondhand goods dealer at one location. (Ord. 1275, 11-18-2002)

311.09: REQUIREMENTS OF LICENSEES:

A. Record Keeping: All licensees shall maintain a computerized system for the creation, maintenance, and storage of transactional records regarding licensed activities. At the time of a receipt of an item of property, whether purchased or pawned, the pawnbroker, precious metal dealer, or secondhand goods dealer shall immediately record, on computer disc or if the computer is temporarily unavailable in a book or journal which has page numbers that are preprinted and in an indelible ink, the following information:

1. Description of Item: An accurate description of the item of property including, but not limited to, any trademark, identification number, serial number, model number, brand, brand name or other identifying mark on such item;
2. Date and Time: The date and time the item of property was received by the licensee, and the unique alpha and/or numeric transaction identifier that distinguishes it from all other transactions in the licensee's records. Transaction identifiers must be consecutively numbered;
3. Description of Person: The name, address, residence phone number, date of birth, and accurate description including: sex, height, weight, race, color of eyes and color of hair of the person from whom the item of property was received;
4. Identification Number: The identification number and state or nation of issue from any of the following forms of identification of the person from whom the item of property was

received:

a. A valid driver's license;

b. A valid state or national picture identification;

5. Price: The price of the item paid and whether the item was purchased or pawned;

6. Fees: A list of all fees and charges which the transaction may be subject to;

7. Statement: A signed statement from the person from whom the item of property is received that there are no liens on the item, that it is not stolen and that the person has the right to sell it.

8. Photograph or Video Recording: The licensee must also take a color photograph or color video recording of:

a. Each customer involved in a billable transaction. Secondhand goods dealers are exempt from this photo requirement.

b. Every item pawned or sold that does not have a unique serial or identification number permanently engraved or affixed.

The photograph taken must be at least two inches in length by two inches in width and must be maintained in such a manner that the photograph can be readily matched and correlated with all other records of the transaction to which they relate. Such photographs must be available to the chief of police, or the chief's designee, upon request. The major portion of the photograph must include an identifiable front facial close up of the person who pawned or sold the item. Items photographed must be accurately depicted. The licensee must inform the person that he or she is being photographed by displaying a sign of sufficient size in a conspicuous place in the premises. If a video photograph is taken, the video camera must zoom in on the person pawning or selling the item so as to include an identifiable close up of that person's face. Items photographed by video must be accurately depicted. Video photographs must be electronically referenced by time and date so they can be readily matched and correlated with all other records of the transaction to which they relate. The licensee must inform the person that he or she is being videotaped orally and by displaying a sign of sufficient size in a conspicuous place on the premises. The licensee must keep the exposed videotape for four months, and furnish it to the police department upon request.

9. Digitized Photographs: Effective 60 days from the date of notification by the police department licensees must fulfill the color photograph requirements by submitting them as digital images, in a format specified by the issuing authority, electronically cross referenced to the reportable transaction they are associated with.

10. Renewals, Extensions and Redemptions: For renewals, extensions and redemptions, the licensee shall provide the original transaction identifier, the date of the current transaction, the type of transaction, interest charges accrued, and any amount paid for the transaction or the article. When an article of purchased or forfeited property is sold or disposed of by a licensee the records shall contain an account of such sale with the date, the amount for which the article was sold, and the full name, current address, and telephone number of the person to whom sold.

B. Inspection of Records: The pawnbroker, precious metal dealer, or secondhand goods dealer shall make available the information required in subsection A of this section at all reasonable times for inspection by the city police department or other representative of the city.

The information required in this section shall be retained by the pawnbroker, precious metal dealer, or secondhand goods dealer for at least five years. Entries of required digital images shall be retained a minimum of 120 days.

C. Daily Reports to Police Are Required: The pawnbroker, precious metal dealer, or secondhand goods dealer shall submit daily to the police department all information required by this section regarding every reportable transaction by transferring it from their computer to the automated pawn system. All required records must be transmitted completely and accurately after the close of business each day in accordance with standards

and procedures established by the issuing authority using procedures that address security concerns of the licensees and the issuing authority. The licensee must display a sign of sufficient size, in a conspicuous place in the premises, which informs all patrons that all transactions are reported to the police department daily.

D. Data Transfer Failures:

1. If a licensee is unable to successfully transfer the required reports by electronic means, the licensee must provide the police department printed copies of all reportable transactions along with the videotape(s) for that date, by 12:00 noon the next business day;
2. If the problem is determined to be in the licensee's system and is not corrected by the close of the first business day following the failure, the licensee must provide the required reports and must be charged a \$50.00 reporting failure penalty, daily, until the error is corrected; or
3. If the problem is determined to be outside the licensee's system, the licensee must provide the required reports and resubmit all such transaction via modem when the error is corrected.
4. If a licensee is unable to capture, digitize or transmit the photographs required by this chapter, the licensee must immediately take all required photographs with a still camera, cross reference the photographs to the correct transaction, and make the pictures available to the police department upon request.
5. Regardless of the cause or origin of the technical problems that prevented the licensee from uploading their reportable transactions, upon correction of the problem, the licensee shall upload every reportable transaction from every business day the problem had existed.
6. The police department may, upon presentation of extenuating circumstances by the licensee, delay the implementation of the daily reporting penalty imposed by this section.

E. Police Order to Hold Property: Whenever the city police department notifies the pawnbroker, precious metal dealer, or secondhand goods dealer not to sell an item, the item shall not be sold or removed from the licensed premises until authorized to be released by the police department.

F. Holding Period of Pawnbrokers: Any item sold or pawned to a pawnbroker for which a report to the police is required under subsection C of this section shall not be sold or otherwise transferred for 60 days after the date of the sale or pawn. However, an individual may redeem an item pawned 72 hours after the item was received on deposit by the pawnbroker, excluding Sundays and legal holidays.

G. Receipt: The pawnbroker, precious metal dealer, or secondhand goods dealer shall provide a receipt to the seller or pledger of any item of property received, which shall include:

1. The name, address and phone number of the pawnbroker, precious metal dealer, or secondhand goods dealer business.
2. The date on which the item was received by the pawnbroker, precious metal dealer, or secondhand goods dealer.
3. A description of the item received and amount paid to the pledger or seller in exchange for the item pawned or sold.
4. The signature of the pawnbroker, precious metal dealer, or secondhand goods dealer or agent.
5. The last regular business day by which the item must be redeemed by the pledger without risk that the item will be sold and the amount necessary to redeem the pawned item on that date.
6. The annual rate of interest charged on pawned items received.
7. The name, address, and signature of the seller or pledger.

H. Hours of Operation: No pawnbroker, precious metal dealer, or secondhand goods dealer shall be open for the transaction of business on any day of the week before 7:00 A.M. or after 10:00 P.M.

I. Minors: The pawnbroker, precious metal dealer, or secondhand goods dealer shall not

purchase or receive personal property of any nature on deposit or pledge from any minor.

J. Inspection of Items: The pawnbroker, precious metal dealer, or secondhand goods dealer shall at all times during the term of the license allow the city police department to enter the premises where the pawnbroker, precious metal dealer, or secondhand goods dealer business is located, for the purpose of inspecting such premises and inspecting the items, wares and merchandise therein for the purpose of locating items suspected or alleged to have been stolen or otherwise improperly disposed of.

K. License Display: A license issued under this section must be posted in a conspicuous place in the premises for which it is used. The license issued is only effective for the compact and contiguous space specified in the approved license application.

L. Maintenance of Order: A licensee under this section shall be responsible for the conduct of the business being operated and shall maintain conditions of order.

M. Prohibited Goods: No licensee under this section shall accept any item of property which contains an altered or obliterated serial number or "operation identification" number or any item of property whose serial number has been removed.

N. Payment by Check: Payment of more than \$250.00 by a licensee for any article deposited, left, purchased, pledged or pawned shall be made only by a check, draft, or other negotiable or nonnegotiable instrument which is drawn against funds held by a financial institution. This policy must be posted in a conspicuous place in the premises.

O. Holding Period for Precious Metal Dealers and Secondhand Goods Dealers: Any item received by a precious metal dealer for which a report to the police is required under subsection C of this section shall not be sold or otherwise transferred for ~~two weeks~~ 14 days after the date of the receipt. Any item received by a secondhand goods dealer for which a report to the police is required under subsection C of this section shall not be sold or otherwise transferred for 7 days after the date of the receipt.

P. Storage Sites: All items must be stored within the licensed premises building except the city may permit the licensee to designate one locked and secured warehouse building within the city within which the licensee may store only cars, boats and other motorized vehicles. No item may be stored in the designated warehouse building that is not reported in the records pursuant to subsection A of this section. The licensee shall permit immediate inspection of the warehouse at any time during business hours by the city, and failure to do so is a violation of this chapter. Oversized items may not be stored in parking lots or other outside areas. All provisions in this section regarding record keeping and reporting shall apply to oversized items.

Q. Off Site Sales Storage: All items accepted by a licensee at a licensed location in the city shall be for pledge or sale through a licensed location in the city. No licensee under this section shall sell any items which are transferred from a non-licensed facility or a licensed facility outside the city. (Ord. 1275, 11-18-2002)

311.10: ALARM SYSTEM REQUIRED:

An alarm system, professionally installed and approved by the city manager or his/her designee, must be installed at the licensed premises. (Ord. 1275, 11-18-2002)

311.11: SUSPENSION OR REVOCATION OF LICENSE:

A. Violation: The City Council may suspend or revoke a license issued under this chapter upon a finding of a violation of:

1. Any of the provisions of this chapter;
2. any state statute regulating pawnbrokers, precious metal dealers, or secondhand goods dealer;

3. any state or local law relating to moral character and repute. Any conviction by the pawnbroker, precious metal dealer, or secondhand goods dealer for theft, receiving stolen property or any other crime or violation involving stolen property shall result in the immediate suspension pending a hearing on revocation of any license issued hereunder.

B. Notice; Hearing: Except in the case of a suspension pending a hearing on revocation, a revocation or suspension by the City Council shall be preceded by written notice to the licensee and a public hearing. The written notice shall give at least eight (8) days' notice of the time and place of the hearing and shall state the nature of the charges against the pawnbroker, precious metal dealer, or secondhand goods dealer. The council may, without any notice, suspend any license pending a hearing on revocation for a period not exceeding 30 days. The notice may be served upon the pawnbroker, precious metal dealer, or secondhand goods dealer by United States mail addressed to the most recent address of the business in the license application. (Ord. 1275, 11-18-2002)

311.12: PROHIBITED ACTS:

A. No pawnbroker, precious metal dealer, or secondhand goods dealer licensed under this chapter shall:

1. Lend money on a pledge at a rate of interest above that allowed by law;
2. Possess stolen goods;
3. Sell pledged goods before the time to redeem has expired;
4. Refuse to disclose to the pledger, after having sold pledged goods, the name of the purchaser or the price for which the item sold;
5. Make a loan on a pledge to a minor or purchase property from a minor;
6. Accept for pawn, sale or consignment any article or property if the article or property belongs to another, or if another person has a security interest in the property; or
7. Receive any article or property from a person of unsound mind or an intoxicated person.

B. No person shall:

1. Pawn, pledge, sell, assign, lease or deposit with a pawnbroker, precious metal dealer, or secondhand goods dealer any article of property not their own, or any article of property in which another person has a security interest.
 2. Give false or fictitious name, date of birth, address, telephone number, or identification card to a pawnbroker, precious metal dealer, or secondhand goods dealer. (Ord. 1275, 11-18-2002)
- (Ord. 1319, 04-25-2005)

311.13: ADOPTION OF STATUTES BY REFERENCE:

Minnesota statutes, sections 325J.01 et seq., 1996, are hereby adopted by reference. Wherever this chapter is more restrictive than said statutes, this chapter will control. Wherever said statutes are more restrictive than this chapter, said statutes shall control. (Ord. 1275, 11-18-2002)

Pawn, 2nd Hand, Precious Metal ordinances

Attachment B

	Metro-wide						
	<u>Pawn</u>	<u>\$ Annual license</u>	<u>2nd Hand</u>	<u>\$ Annual license</u>	<u>Precious Metals</u>	<u>\$ Annual license</u>	<u>Transaction Fee</u>
<u>Anoka- city</u>	Y APS	\$2,000	N		N		\$1.50
<u>Apple Valley</u>	Y/NA	\$8,800	N	\$500	Y APS	\$8,800	\$2.00
<u>Bloomington</u>	Y APS	\$4,725	Y APS	\$660	Y APS	\$2,295	\$2.00
<u>Burnsville</u>	Y APS	\$100	Y APS	\$100	Y APS	\$100	\$0
<u>Coon Rapids</u>	Y APS	\$2,810	Y APS	\$315	Y APS	\$2,810	\$1.50
<u>Crystal</u>	Y APS	\$6,900	Y APS	\$75	Y	\$75	\$2.00
<u>Eden Prairie</u>	Y/NA	\$10,000	N		Y APS	\$10,000	\$0.00
<u>Forest Lake</u>	YAPS	\$100	N		N		\$1.00
<u>Fridley</u>	Y APS	\$3,000	N		N		\$3.00
<u>Golden Valley</u>	Y/NA	\$5,000	N		Y APS	\$5,000	\$1.30
<u>Inver Grove Heights</u>	Y APS	\$8,000			Y	\$8,000	\$1.90
<u>Little Canada</u>	Y APS	\$8,000	Y	\$300	N		\$1.50
<u>Maplewood</u>	Y APS	\$10,218	Y		Y	\$367	\$2.50
<u>Minneapolis</u>	Y APS	\$3,388	Y APS	\$305	Y APS	\$461	\$2.00
<u>Minnetonka</u>	Y/NA	\$4,000	Y APS	\$500	Y APS	\$500	\$1.50
<u>Oakdale</u>	Y APS	\$350	Y APS	\$350	Y APS	\$350	\$2.00
<u>Ramsey- City</u>	Y APS	\$4,000	Y APS	\$2,000	Y	\$4,000	\$1.35
<u>Richfield</u>	Y APS	\$4,187	N		N		\$2.00
<u>Roseville</u>	Y APS	\$10,000	N		*Y	*\$10,000	\$2.90
<u>Shakopee</u>	Y APS	\$2,500	Y APS	\$2,500	N		\$1.50
<u>St. Paul</u>	Y APS	\$2,717	Y APS	\$72	N		\$3 (1.50)
<u>St Louis Park</u>	YAPS	\$2,000	N		N		\$1.50
<u>W. St. Paul</u>	Y/NA	\$6,504	Y	\$247	Y APS	\$1,690	\$2.00
<u>Ramsey County</u>	N		N		Y	\$200	
<u>Arden Hills</u>	N		N		N		
<u>Shoreview</u>	Y/NA		N		N		\$2.00
<u>New Brighton</u>	Y/NA		Y		N		
	25/18		14/10		16/10		
		<u>AVG</u>		<u>AVG</u>		<u>AVG</u>	<u>AVG</u>
		\$4,752		\$610		2,977	\$1.69



Y= Recognized in code

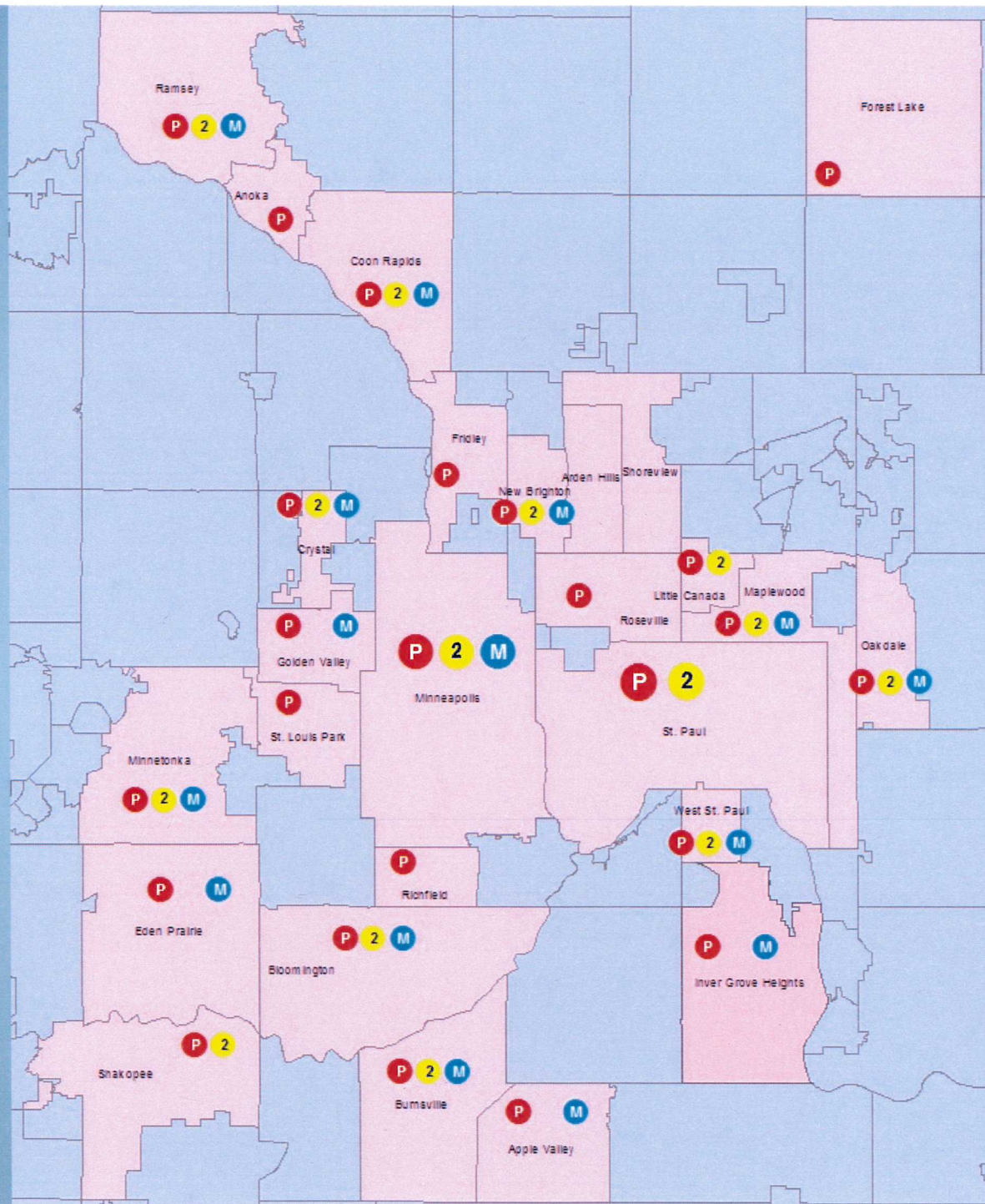
YAPS= Recognized and report to APS

N= Not Recognized in code

Y/NA= Recognized but no pawn shops in city

15/9 Pawn-Precious same annual fee

* Roseville precious metal fee not assessed



ORDINANCE LEGEND

- P** PAWN
- 2** SECONDHAND
- M** PRECIOUS METALS

