



City Council Agenda

Monday, October 8, 2012

6:00 p.m.

City Council Chambers

(Times are Approximate)

- | | |
|-----------|---|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order: Willmus, McGehee, Roe, Pust, Johnson |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports and Announcements |
| 6:15 p.m. | 5. Recognitions, Donations and Communications
a. Recognize Representative Mindy Greiling & Ramsey County Commissioner Jan Parker |
| 6:30 p.m. | 6. Approve Minutes
a. Approve Minutes of September 24, 2012 Meeting |
| 6:35 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 2012 City Benefits Insurance Renewals and Cafeteria Contributions |
| 6:45 p.m. | 8. Consider Items Removed from Consent |
| | 9. General Ordinances for Adoption |
| | 10. Presentations
(Recess to Table) |
| 6:50 p.m. | a. Quarterly Joint Meeting with HRA |
| | 11. Public Hearings |
| | 12. Business Items (Action Items)
(Recess to Dais) |

7:20 p.m. a. Approve LHB Consulting as Lead Consultant for the Park and Recreation Renewal Program

7:40 p.m. b. Adopt Twin Lakes Redevelopment Area Environmental Policy

13. Business Items – Presentations/Discussions

8:00 p.m. **14. City Manager Future Agenda Review**

8:05 p.m. **15. Councilmember Initiated Items for Future Meetings**

8:15 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Monday	Oct 15	6:00 p.m.	City Council Meeting
Tuesday	Oct 16	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Oct 17	6:30 p.m.	Human Rights Commission
Thursday	Oct 18	4:00 p.m.	Grass Lake Water Management Organization
Monday	Oct 22	6:00 p.m.	City Council Meeting
Tuesday	Oct 23	6:30 p.m.	Public Works, Environment & Transportation Commission
November			
Wednesday	Nov 7	6:30 p.m.	Planning Commission
Thursday	Nov 8	6:30 p.m.	Parks & Recreation Commission
<i>Monday</i>	<i>Nov 12</i>		<i>City Offices Closed – Veterans Day</i>
Wednesday	Nov 14	6:30 p.m.	Ethics Commission
Thursday	Nov 15	4:00 p.m.	Grass Lake Water Management Organization

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

REQUEST FOR COUNCIL ACTION

Date: October 8, 2012
Item No.: 5.a

Department Approval

City Manager Approval



Item Description: Recognize Retiring Officials – Representative Mindy Greiling and
Commissioner Jan Parker

Background

Representative Mindy Greiling has represented the City of Roseville for 20 years at the Minnesota House of Representatives. She will retire from that position at the end of this year.

Much of Rep. Greiling's legislative work focused on education and mental health as well as the needs of Roseville, as an inner ring suburb. Rep. Greiling was instrumental in securing bonding money in 2006 and 2008 to make improvements to the Guidant John Rose Minnesota OVAL.

Rep. Greiling is a former teacher and Roseville Area School board member. She was a local Girl Scout leader and member of the League of Women Voters of Roseville. She has served on many local, state and national boards. She was named Best Local Politician by the Roseville Review among at least 50 other accolades from a variety of organizations.

Commissioner Jan Parker has represented the City of Roseville for 16 years at Ramsey County. She will retire from that position at the end of this year.

Commissioner Parker served on the Health Services Committee, Regional Railroad Authority, Housing and Redevelopment Authority, Budget Committee, Facilities Committee, Human Services and Workforce Solutions Committee, Public Safety and Justice Committee, and the Public Works, Parks and Solid Waste Committee and County's Legislative Committee. She has served on several local and state boards including the North Suburban Gavel Association, North Suburban Community Fund and Roseville Rotary.

Both elected officials have generously supported the City of Roseville and the entire region. They communicated frequently with City officials about concerns of our residents. They represented the best of the community while working for our City's needs.

REQUESTED COUNCIL ACTION

Express the City's appreciation for the work that Representative Mindy Greiling and Commissioner Jan Parker have given to the City of Roseville, Minnesota.

Prepared by: William J. Malinen, City Manager

Date: October 8, 2012

Item: 6.a

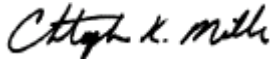
Approve September 24, 2012

Council Minutes

REQUEST FOR COUNCIL ACTION

Date: 10/08/2012
Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$597,720.43
67671-67856	\$668,276.43
Total	\$1,265,996.86

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: 10/2/2012 - 10:59 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/21/2012	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	3,011.03
0	09/21/2012	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	500.00
0	09/21/2012	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	325.00
0	09/21/2012	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	318.00
0	09/21/2012	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	50.00
0	09/21/2012	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	50.00
0	09/21/2012	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.09.2012 ICMA Defe	50.00
0	09/21/2012	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#7258500	PR Batch 00002.09.2012 PERA Life	32.00
0	09/21/2012	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.09.2012 Minnesota F	814.25
0	09/21/2012	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.09.2012 Minnesota F	142.01
0	09/21/2012	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.09.2012 Minnesota F	103.84
0	09/21/2012	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.09.2012 Minnesota F	9.71
0	09/21/2012	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Services	216,212.95
0	09/21/2012	General Fund	Training	Matt Marshall	Training Lunch Reimbursement	7.95
0	09/21/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	45.00
0	09/21/2012	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-August 20	4,600.08
0	09/21/2012	Community Development	Training	Thomas Paschke	Training Lunch Reimbursement	24.35
0	09/21/2012	Community Development	Sienna Green Ph II Prof Svcs	Commonwealth Land Title Insurance, Co	Remit Grant Proceeds	84,382.00
0	09/21/2012	Sanitary Sewer	Contract Maintenance	Connelly Industrial Electronics, Inc.	Technician Labor	378.15
0	09/21/2012	Sanitary Sewer	Printing	Ecoenvelopes, LLC	Utility Billing Section 2-Inserts	778.05
0	09/21/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2-Inserts	191.76
0	09/21/2012	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2-Inserts	191.76
0	09/21/2012	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2-Inserts	191.76
0	09/21/2012	General Fund	Contract Maintenance	City of St. Paul	Concrete Pole Replacement	8,805.41
0	09/21/2012	General Fund	Contract Maintenance	City of St. Paul	Radio Service-Aug 2012	153.05
0	09/21/2012	General Fund	Training	City of St. Paul	Motor Vehicle Theft Training	160.00
0	09/21/2012	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Summer Maintenance and Coil Clean	1,454.10
0	09/21/2012	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Summer Maintenance and Coil Clean	1,138.25
0	09/21/2012	General Fund	Contract Maint. - City Hall	Yale Mechanical, LLC	Repair Labor	1,483.95
0	09/21/2012	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2012 Blanket PO for Vehicle Repairs	470.21
0	09/21/2012	General Fund	Vehicle Supplies	Midway Ford Co	2012 Blanket PO for Vehicle Repairs	420.99
0	09/21/2012	General Fund	Vehicle Supplies	Midway Ford Co	2012 Blanket PO for Vehicle Repairs	17.87
0	09/21/2012	General Fund	Vehicle Supplies	Midway Ford Co	2012 Blanket PO for Vehicle Repairs	486.24
0	09/21/2012	General Fund	Vehicle Supplies	Cushman Motor Co Inc	2012 Blanket PO for Vehicle Repairs	466.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/21/2012	Police Vehicle Revolving	Capital Outlay	Advanced Graphix, Inc.	Window Vision Decals	801.56
0	09/21/2012	Storm Drainage	Professional Services	SEH, Inc	Surface Water Management Plan Upd	5,970.41
0	09/21/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	103.28
0	09/21/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	47.99
0	09/21/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	12.27
0	09/21/2012	Non Motorized Pathways	NESCC-Fairview Pathway	Foth Infrastructure & Environmental, LLC	Professional Services	1,342.42
0	09/21/2012	General Fund	Contract Maintenance Vehicles	Midway Ford Co	2012 Blanket PO For Vehicle Repairs	50.00
0	09/21/2012	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	145.60
0	09/21/2012	General Fund	Contract Maintenance	Mister Car Wash	Vehicle Washes	5.60
0	09/21/2012	General Fund	Contract Maintenance	Intoximeters, Inc.	Handheld Repair	94.77
0	09/21/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	105.21
0	09/21/2012	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Vehicle Forfeiture Services	752.50
0	09/21/2012	Water Fund	Utilities	Xcel Energy	2501 Fairview/Water Tower	13,629.87
0	09/21/2012	Contracted Engineering Svcs	Deposits	WSB & Associates, Inc.	Twin Lakes Walmart Review	148.50
0	09/21/2012	Pathway Maintenance Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Pathway maintenance limestone Clas	1,220.12
0	09/21/2012	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Couplings	22.20
0	09/21/2012	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Couplings	652.44
0	09/21/2012	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Bulldozer, Wood Handle	21.26
0	09/21/2012	General Fund	Vehicle Supplies	Larson Companies	2012 Blanket PO for Vehicle Repairs	331.74
0	09/21/2012	General Fund	Training	Streicher's	Ammunition	587.80
0	09/21/2012	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	General Civil Matters	13,336.00
0	09/21/2012	General Fund	Vehicle Supplies	Fastenal Company Inc.	2012 Blanket PO for Vehicle Repairs	177.32
0	09/21/2012	Pathway Maintenance Fund	Operating Supplies	Ramy Turf Products	Seed	317.96
0	09/21/2012	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	2012 Blanket PO for QRS Mortar Mi	4,606.39
0	09/21/2012	Water Fund	Operating Supplies	ESS Brothers & Sons, Inc.	2012 Blanket PO for QRS Mortar Mi	958.59
Check Total:						372,908.16
0	09/21/2012	General Fund	Memberships & Subscriptions	IAFCI- ACH	International Fire Chiefs Association	204.00
0	09/21/2012	Golf Course	Operating Supplies	Goodin-ACH	Club House Faucet	244.45
0	09/21/2012	Recreation Fund	Operating Supplies	Best Buy- ACH	Puppet Wagon Supplies	85.81
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	17.34
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	4.99
0	09/21/2012	Water Fund	Professional Services	Appointment Plus-ACH	Annual Fee	643.00
0	09/21/2012	General Fund	Operating Supplies	Superamerica-ACH	Water	10.68
0	09/21/2012	Sanitary Sewer	Operating Supplies	Norms Tire Sales-ACH	Tube Patching	85.00
0	09/21/2012	General Fund	Operating Supplies	Things Remembered-ACH	Firefighter Retirement Plaque	16.00
0	09/21/2012	Recreation Fund	Professional Services	Swank Motion Pictures-ACH	Video Rental	450.99
0	09/21/2012	General Fund	Memberships & Subscriptions	GFOA- ACH	Membership Renewal	435.00
0	09/21/2012	Storm Drainage	Operating Supplies	Menards-ACH	Concrete Knee Pads	53.77
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Supplies	3.52
0	09/21/2012	General Fund	Operating Supplies	Olive Garden-ACH	Employee Interview Supplies	54.63
0	09/21/2012	P & R Contract Maintenance	Miscellaneous	North Hgts Hardware Hank-ACH	No Receipt-Schlosser	46.93
0	09/21/2012	Golf Course	Merchandise For Sale	Cub Foods- ACH	Golf Course Supplies	21.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	10.75
0	09/21/2012	General Fund	Training	Nelsons Cheese & Deli-ACH	Lunch During Training	24.00
0	09/21/2012	General Fund	Operating Supplies	O'Reilly Automotive-ACH	Auto Parts	5.35
0	09/21/2012	General Fund	Operating Supplies	Menards-ACH	Gloves, Sprayer	87.63
0	09/21/2012	Water Fund	Operating Supplies	Suburban Ace Hardware-ACH	Meter Supplies	19.22
0	09/21/2012	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Shop Supplies	183.72
0	09/21/2012	General Fund	Employee Recognition	Byerly's- ACH	Employee Recognition Supplies	98.98
0	09/21/2012	Golf Course	Operating Supplies	Home Depot- ACH	Lumber	179.75
0	09/21/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Preschool Supplies	4.88
0	09/21/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Preschool Supplies	8.48
0	09/21/2012	General Fund	Operating Supplies	Target- ACH	Station Supplies	49.26
0	09/21/2012	Recreation Fund	Operating Supplies	Gopher Sport- ACH	Lacrosse Supplies	300.29
0	09/21/2012	General Fund	Training	Caribou Coffee- ACH	Training Expenses	24.06
0	09/21/2012	General Fund	Worksession Expenses	Ol Mexico-ACH	CIP Task Force Discussion	52.00
0	09/21/2012	Recreation Fund	Operating Supplies	Caponi Art Park-ACH	Dance Performance Field Trip	32.00
0	09/21/2012	General Fund	Conferences	GFOA- ACH	Conference Expenses	555.00
0	09/21/2012	General Fund	Vehicle Supplies	Suburban Ace Hardware-ACH	Shop Supplies	5.55
0	09/21/2012	General Fund	Training	Super America-ACH	Training Expenses	5.02
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	Playground Supplies	43.37
0	09/21/2012	General Fund	Training	Jimmy John's Sandwiches- ACH	Lunch During Training	13.42
0	09/21/2012	General Fund	Operating Supplies	Boston Market-ACH	Suburban Rate Authority Meeting Sup	179.23
0	09/21/2012	Golf Course	Operating Supplies	Dunn Bros Coffee-ACH	Golf Tournament Prize	9.19
0	09/21/2012	General Fund	Operating Supplies	Peavey Corporation - ACH	Drug Testing Kits	344.03
0	09/21/2012	General Fund	209001 - Use Tax Payable	Peavey Corporation - ACH	Sales/Use Tax	-22.13
0	09/21/2012	General Fund	Operating Supplies	Panera Bread-ACH	CSO Interview Supplies	84.55
0	09/21/2012	General Fund	Operating Supplies	Fastenal-ACH	Bolts	43.66
0	09/21/2012	General Fund	Operating Supplies	Boaters Outlet-ACH	Lock Pin	4.60
0	09/21/2012	General Fund	Conferences	Hilton Hotels-ACH	Conference Lodging-Schwartz	585.52
0	09/21/2012	Recreation Fund	Operating Supplies	Grainger-ACH	Fans	50.90
0	09/21/2012	General Fund	Training	GFOA- ACH	Conference Expenses	675.00
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Certified Laboratories-ACH	Gloves	94.03
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Shop Supplies	19.85
0	09/21/2012	General Fund	Operating Supplies	PTS Tool Supply-ACH	Infrared Gun	64.35
0	09/21/2012	Recreation Fund	Operating Supplies	Michaels-ACH	Puppet Wagon Supplies	28.87
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Weed Whip Supplies	11.25
0	09/21/2012	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies	143.50
0	09/21/2012	East Metro SWAT	Minor Equipment	Twin City Saw-ACH	SWAT Supplies	12.75
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	20.65
0	09/21/2012	Recreation Fund	Operating Supplies	Larsons Printing-ACH	Logo's	278.29
0	09/21/2012	Golf Course	Operating Supplies	Suburban Ace Hardware-ACH	Nuts and Bolts	6.11
0	09/21/2012	Boulevard Landscaping	Operating Supplies	Batteries Plus-ACH	Batteries	24.59
0	09/21/2012	East Metro SWAT	Minor Equipment	Twin City Saw-ACH	SWAT Supplies	88.12
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	10.76
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	7.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	5.86
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	Camp Supplies	7.44
0	09/21/2012	General Fund	Training	Caribou Coffee- ACH	Training Expenses	18.39
0	09/21/2012	Boulevard Landscaping	Operating Supplies	Advance Shoring Company-ACH	Concrete Supplies	301.34
0	09/21/2012	Golf Course	Operating Supplies	Consignment Central-ACH	Golf Course Supplies	19.04
0	09/21/2012	Water Fund	Operating Supplies	Staples-ACH	Meter Van Supplies	24.63
0	09/21/2012	Water Fund	Operating Supplies	McMaster-Carr-ACH	Meter Van Supplies	23.99
0	09/21/2012	Water Fund	Use Tax Payable	McMaster-Carr-ACH	Sales/Use Tax	-1.54
0	09/21/2012	General Fund	Training	Reds Savoy Pizza-ACH	Training Expenses	44.93
0	09/21/2012	General Fund	Operating Supplies	Frattallones-ACH	Cable Ties	8.88
0	09/21/2012	General Fund	Transportation	Southwest Air-ACH	Conference Transportation	277.60
0	09/21/2012	General Fund	Op Supplies - City Hall	Butler Vacuum-ACH	Vacuum Supplies	21.44
0	09/21/2012	General Fund	Operating Supplies	Linder's Garden Ctr-ACH	Garden Supplies	11.83
0	09/21/2012	General Fund	Training	Subway-ACH	Training Expenses	33.90
0	09/21/2012	Sanitary Sewer	Operating Supplies	Mills Fleet Farm-ACH	Bulbs	6.81
0	09/21/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Measuring Cups for Herbicide	8.55
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Paint Supplies, Shop Tools	64.15
0	09/21/2012	Recreation Fund	Operating Supplies	Oriental Trading-ACH	P & R Supplies	29.91
0	09/21/2012	Recreation Fund	Use Tax Payable	Oriental Trading-ACH	Sales/Use Tax	-1.92
0	09/21/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Camp Snacks	65.80
0	09/21/2012	Recreation Fund	Operating Supplies	Walmart-ACH	P & R Supplies	28.33
0	09/21/2012	Golf Course	Operating Supplies	Goodwill-ACH	Golf Course Supplies	19.78
0	09/21/2012	Golf Course	Merchandise For Sale	Restaurant Depot- ACH	Gof Course Supplies	105.25
0	09/21/2012	Golf Course	Operating Supplies	Restaurant Depot- ACH	Gof Course Supplies	106.31
0	09/21/2012	Recreation Fund	Operating Supplies	PetSmart-ACH	Animal Food	74.38
0	09/21/2012	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Bulbs	2.77
0	09/21/2012	Golf Course	Merchandise For Sale	Target- ACH	Golf Course Supplies	12.48
0	09/21/2012	Golf Course	Operating Supplies	Target- ACH	Golf Course Supplies	57.32
0	09/21/2012	Golf Course	Operating Supplies	Party City-ACH	Golf Course Supplies	66.09
0	09/21/2012	Community Development	Training	MESH-ACH	Rodent and Pest Control Training	40.00
0	09/21/2012	Golf Course	Operating Supplies	Wine Time-ACH	Golf Course Supplies	224.59
0	09/21/2012	Golf Course	Operating Supplies	Ruby Tuesday-ACH	Golf Course Supplies	40.29
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Field Paint	406.86
0	09/21/2012	Golf Course	Operating Supplies	Tuesday Morning-ACH	Golf Course Supplies	9.60
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Arboretum Supplies	20.33
0	09/21/2012	Golf Course	Operating Supplies	Suburban Ace Hardware-ACH	Golf Course Supplies	17.11
0	09/21/2012	Recreation Fund	Operating Supplies	Michaels-ACH	Camp Supplies	22.57
0	09/21/2012	Golf Course	Operating Supplies	Lexington Floral- ACH	Golf Course Supplies	25.72
0	09/21/2012	Recreation Fund	Operating Supplies	Walgreens-ACH	HANC General Supplies	8.67
0	09/21/2012	Golf Course	Operating Supplies	Home Depot- ACH	Lumber	258.38
0	09/21/2012	Golf Course	Merchandise For Sale	Target- ACH	Golf Course Supplies	9.79
0	09/21/2012	Golf Course	Operating Supplies	Target- ACH	Golf Course Supplies	49.47
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Dey Appliance-ACH	Furnace Filters	83.37
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	BFG Supply Co-ACH	Fertilizer, Soil Mix	278.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/21/2012	Information Technology	Operating Supplies	Vista Print-ACH	IT Department Support Information C	76.81
0	09/21/2012	Information Technology	Use Tax Payable	Vista Print-ACH	Sales/Use Tax	-4.94
0	09/21/2012	General Fund	Conferences	PayPal-ACH	Asian Gang Investigators Conference	60.00
0	09/21/2012	General Fund	Operating Supplies	Menards-ACH	Barricade Tape	33.81
0	09/21/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Station Supplies	39.00
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Bathroom Repair Suppliws	27.48
0	09/21/2012	Recreation Fund	Operating Supplies	Walgreens-ACH	Batteries	12.84
0	09/21/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Supplies	4.93
0	09/21/2012	License Center	Merchandise for Sale	Mydriversmanuals-ACH	Drivers Manuals	92.70
0	09/21/2012	General Fund	Operating Supplies	S & T Office Products-ACH	Administration Supplies	92.57
0	09/21/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Bocce Ball Supplies	95.36
0	09/21/2012	Water Fund	Operating Supplies	Suburban Ace Hardware-ACH	Meter Supplies	6.95
0	09/21/2012	Community Development	Operating Supplies	Office Max-ACH	Toner	68.55
0	09/21/2012	Golf Course	Operating Supplies	Suburban Ace Hardware-ACH	Nuts and Bolts	12.75
0	09/21/2012	Recreation Fund	Operating Supplies	Ehlers Store-ACH	Preschool Supplies	2.72
Check Total:						10,406.45
0	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	FSH Communications-LLC	Payphone Advantage	64.13
0	09/26/2012	General Fund	Training	Brady Martin	Training Supplies Reimbursement	68.22
0	09/26/2012	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Twin Lakes Parkway Condemnation	405.39
0	09/26/2012	Community Development	Professional Services	Bryan Lloyd	Variance Board Supplies Reimburse	38.35
0	09/26/2012	General Fund	Conferences	Justin Juergensen	Mileage Reimbursement	134.98
0	09/26/2012	General Fund	Conferences	Eileen Nutzmann	Mileage Reimbursement	155.40
0	09/26/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	700.00
0	09/26/2012	Recreation Fund	Operating Supplies	Hayley Richter	Program Supplies Reimbursement	195.18
0	09/26/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	209.00
0	09/26/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	09/26/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	1,430.00
0	09/26/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	779.10
0	09/26/2012	General Fund	Operating Supplies	Brad Stene	Boots Reimbursement	99.99
0	09/26/2012	Information Technology	Transportation	Scott Newcomb	Mileage Reimbursement	340.22
0	09/26/2012	License Center	Transportation	Pam Ryan Senden	Mileage/Parking Reimbursement	80.48
0	09/26/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	630.49
0	09/26/2012	General Fund	Vehicle Supplies	Midway Ford Co	2012 Blanket PO for Vehicle Repairs	42.07
0	09/26/2012	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	90.00
0	09/26/2012	General Fund	Vehicle Supplies	Napa Auto Parts	Correct Short Pay from 9/21/12	130.00
0	09/26/2012	General Fund	Contract Maintenance	Metro Fire	SCBA Flow Test	3,390.00
0	09/26/2012	License Center	Office Supplies	Uline	Envelopes	104.73
0	09/26/2012	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music	151.38
0	09/26/2012	License Center	Professional Services	Quicksilver Express Courier	Courier Service	161.20
0	09/26/2012	Recreation Fund	Operating Supplies	Fikes, Inc.	Bathroom Supplies	560.35
0	09/26/2012	Golf Course	Use Tax Payable	Hornungs Pro Golf Sales, Inc.	Sales/Use Tax	-4.51
0	09/26/2012	Golf Course	Operating Supplies	Hornungs Pro Golf Sales, Inc.	Plastic Repair Tools	70.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/26/2012	Recreation Fund	Operating Supplies	Grainger Inc	Ballast	50.89
0	09/26/2012	General Fund	Operating Supplies	Grainger Inc	Vehicle Wash and Wax	279.63
0	09/26/2012	General Fund	Operating Supplies	Grainger Inc	Sanitizer	171.32
0	09/26/2012	Information Technology	Operating Supplies	SHI International Corp	Battery	76.01
0	09/26/2012	General Fund	Operating Supplies	SHI International Corp	Toner	173.11
0	09/26/2012	Recreation Fund	Operating Supplies	Fastenal Company Inc.	Beam Clamp	8.65
0	09/26/2012	Pathway Maintenance Fund	Operating Supplies	Ramy Turf Products	Seed	299.25
Check Total:						11,277.48
0	09/20/2012	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	662.72
0	09/20/2012	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	462.56
0	09/20/2012	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	266.97
0	09/20/2012	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	388.81
0	09/20/2012	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	34.51
0	09/20/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	11,976.69
0	09/20/2012	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	159.02
0	09/20/2012	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	982.61
0	09/20/2012	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	144.71
0	09/20/2012	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	1,648.08
0	09/20/2012	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	835.42
0	09/20/2012	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	1,263.10
0	09/20/2012	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	1,109.87
0	09/20/2012	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	3.97
0	09/20/2012	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.09.2012 State Incom	235.00
0	09/20/2012	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	30.42
0	09/20/2012	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	206.51
0	09/20/2012	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	357.65
0	09/20/2012	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	45.93
0	09/20/2012	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	172.26
0	09/20/2012	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	257.32
0	09/20/2012	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	271.67
0	09/20/2012	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	0.92
0	09/20/2012	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	53.45
0	09/20/2012	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	149.39
0	09/20/2012	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	110.66
0	09/20/2012	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	50.14
0	09/20/2012	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	82.40
0	09/20/2012	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	10.04
0	09/20/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.09.2012 Post Emplo	2,676.85
0	09/20/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	691.66
0	09/20/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	360.44
0	09/20/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	514.91
0	09/20/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	62.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/20/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	20,793.06
0	09/20/2012	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	190.15
0	09/20/2012	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,356.94
0	09/20/2012	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	287.04
0	09/20/2012	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	2,472.97
0	09/20/2012	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,207.56
0	09/20/2012	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,707.24
0	09/20/2012	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	5.76
0	09/20/2012	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,697.90
0	09/20/2012	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	513.37
0	09/20/2012	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	933.60
0	09/20/2012	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	691.66
0	09/20/2012	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	360.44
0	09/20/2012	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	514.91
0	09/20/2012	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	62.79
0	09/20/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	28,566.23
0	09/20/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	190.15
0	09/20/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,356.94
0	09/20/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	287.04
0	09/20/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	2,472.97
0	09/20/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,207.56
0	09/20/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,707.24
0	09/20/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	1,697.90
0	09/20/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	5.76
0	09/20/2012	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	770.03
0	09/20/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	828.63
0	09/20/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	30.42
0	09/20/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	217.11
0	09/20/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	45.93
0	09/20/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	395.67
0	09/20/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	193.21
0	09/20/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	273.16
0	09/20/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	271.67
0	09/20/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	0.92
0	09/20/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	149.39
0	09/20/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	110.66
0	09/20/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera Emplo	933.60
0	09/20/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	10.04
0	09/20/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	82.40
0	09/20/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.09.2012 Pera additio	57.67
0	09/20/2012	General Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	6,323.09
0	09/20/2012	Recreation Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	1,270.00
0	09/20/2012	Telecommunications	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	317.50
0	09/20/2012	P & R Contract Maintenance	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	280.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/20/2012	Community Development	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	448.00
0	09/20/2012	License Center	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	50.00
0	09/20/2012	Police Grants	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	92.77
0	09/20/2012	Sanitary Sewer	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	210.14
0	09/20/2012	Water Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	225.00
0	09/20/2012	Storm Drainage	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	10.00
0	09/20/2012	Solid Waste Recycle	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.09.2012 MNDP De	17.50
0	09/20/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	1.48
0	09/20/2012	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	75.55
0	09/20/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	218.65
0	09/20/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	160.82
0	09/20/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	107.32
0	09/20/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	135.49
0	09/20/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	14.04
0	09/20/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	28,669.09
0	09/20/2012	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	466.08
0	09/20/2012	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	2,518.25
0	09/20/2012	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	305.07
0	09/20/2012	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	3,830.01
0	09/20/2012	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	1,951.03
0	09/20/2012	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	3,242.99
0	09/20/2012	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	2,537.27
0	09/20/2012	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	6.98
0	09/20/2012	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	623.41
0	09/20/2012	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	1,669.41
0	09/20/2012	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	1,094.24
0	09/20/2012	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	507.18
0	09/20/2012	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	881.49
0	09/20/2012	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Federal Incc	74.52
0	09/20/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	4,608.24
0	09/20/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	127.69
0	09/20/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	887.06
0	09/20/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	184.73
0	09/20/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,883.03
0	09/20/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	872.06
0	09/20/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,102.28
0	09/20/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,085.85
0	09/20/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	4.26
0	09/20/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	633.30
0	09/20/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	465.83
0	09/20/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	310.84
0	09/20/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	40.69
0	09/20/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	392.43
0	09/20/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	6,802.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	09/20/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	188.50
0	09/20/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,309.50
0	09/20/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	272.69
0	09/20/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	2,779.70
0	09/20/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,287.33
0	09/20/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,627.16
0	09/20/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	1,602.95
0	09/20/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	6.31
0	09/20/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	934.90
0	09/20/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	687.64
0	09/20/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	458.86
0	09/20/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	579.30
0	09/20/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 FICA Empl	60.06
0	09/20/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	3,853.12
0	09/20/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	44.08
0	09/20/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	306.24
0	09/20/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	63.78
0	09/20/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	650.11
0	09/20/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	301.07
0	09/20/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	380.53
0	09/20/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	374.88
0	09/20/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	1.48
0	09/20/2012	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	75.55
0	09/20/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	218.65
0	09/20/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	160.82
0	09/20/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	107.32
0	09/20/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	135.49
0	09/20/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	14.04
0	09/20/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	3,853.12
0	09/20/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	44.08
0	09/20/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	306.24
0	09/20/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	63.78
0	09/20/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	650.11
0	09/20/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	301.07
0	09/20/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	380.53
0	09/20/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.09.2012 Medicare Ei	374.88
Check Total:						203,128.34
67671	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	David Anderson	Energy Audit	60.00
Check Total:						60.00
67672	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Taylor Atkins	Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67673	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Paul Basquin	Check Total:	60.00
					Energy Audit	60.00
67674	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Douglas Bergstrom	Check Total:	60.00
					Energy Audit	60.00
67675	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Christian Boche	Check Total:	60.00
					Energy Audit	60.00
67676	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Sharon Bottensek	Check Total:	60.00
					Energy Audit	60.00
67677	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Ernest Brown	Check Total:	60.00
					Energy Audit	60.00
67678	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Kirk Brown	Check Total:	60.00
					Energy Audit	60.00
67679	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Robert Burmeister	Check Total:	60.00
					Energy Audit	60.00
67680	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Judy Byers	Check Total:	60.00
					Energy Audit	60.00
67681	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Gregory Carlson	Check Total:	60.00
					Energy Audit	60.00
67682	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Xiaoyi Chen	Check Total:	60.00
					Energy Audit	60.00
67683	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Corrine Cochrane	Check Total:	60.00
					Energy Audit	60.00
67684	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Carol Covel	Check Total:	60.00
					Energy Audit	60.00
67685	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Edward Cushing	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67686	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Raina Cuthbert	Check Total:	60.00
					Energy Audit	60.00
67687	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Sean Dobie	Check Total:	60.00
					Energy Audit	60.00
67688	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jennifer Doerfler	Check Total:	60.00
					Energy Audit	60.00
67689	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Michael Donahue	Check Total:	60.00
					Energy Audit	60.00
67690	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Dutch Elbers	Check Total:	60.00
					Energy Audit	60.00
67691	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Dale Enns	Check Total:	60.00
					Energy Audit	60.00
67692	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Joel Fischer	Check Total:	60.00
					Energy Audit	60.00
67693	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Frank Forsberg	Check Total:	60.00
					Energy Audit	60.00
67694	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Gail Lust and Matt Anderson	Check Total:	60.00
					Energy Audit	60.00
67695	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Paul Garske	Check Total:	60.00
					Energy Audit	60.00
67696	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Minnelly Gonzalez	Check Total:	60.00
					Energy Audit	60.00
67697	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Henry Gregorian	Check Total:	60.00
					Energy Audit	60.00
67698	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Gary Gustafson	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67699	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Thomas Hart	Check Total:	60.00
					Energy Audit	60.00
67700	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Karen Hassan	Check Total:	60.00
					Energy Audit	60.00
67701	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Patricia Hoag	Check Total:	60.00
					Energy Audit	60.00
67702	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Carol Holm	Check Total:	60.00
					Energy Audit	60.00
67703	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Amy Ihlan	Check Total:	60.00
					Energy Audit	60.00
67704	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Michael jensen	Check Total:	60.00
					Energy Audit	60.00
67705	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Alan Johnson	Check Total:	60.00
					Energy Audit	60.00
67706	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Kathleen Kartheiser	Check Total:	60.00
					Energy Audit	60.00
67707	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Peter Kiernan	Check Total:	60.00
					Energy Audit	60.00
67708	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	James Kinney	Check Total:	60.00
					Energy Audit	60.00
67709	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jerry Kotval	Check Total:	60.00
					Energy Audit	60.00
67710	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jerome LaRochelle	Check Total:	60.00
					Energy Audit	60.00
67711	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	LPS Field Services Inc	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67712	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Stephanie Lundorff	Check Total:	60.00
					Energy Audit	60.00
67713	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	James Messer	Check Total:	60.00
					Energy Audit	60.00
67714	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	James Mullin	Check Total:	60.00
					Energy Audit	60.00
67715	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	James Nelson	Check Total:	60.00
					Energy Audit	60.00
67716	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Kuen (Keith) Nelson	Check Total:	60.00
					Energy Audit	60.00
67717	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Caleb Newby	Check Total:	60.00
					Energy Audit	60.00
67718	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Dung Nguyen	Check Total:	60.00
					Energy Audit	60.00
67719	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Donald Oberdorfer	Check Total:	60.00
					Energy Audit	60.00
67720	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Robert Osburn	Check Total:	60.00
					Energy Audit	60.00
67721	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Karen Paulsen	Check Total:	60.00
					Energy Audit	60.00
67722	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Brian Peters	Check Total:	60.00
					Energy Audit	60.00
67723	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Barbara Pihlgren-Warner	Check Total:	60.00
					Energy Audit	60.00
67724	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Lynn Reed	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67725	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Harold Reppe	Check Total:	60.00
					Energy Audit	60.00
67726	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Mona Riano	Check Total:	60.00
					Energy Audit	60.00
67727	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Nestor Riano	Check Total:	60.00
					Energy Audit	60.00
67728	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jerold Rice	Check Total:	60.00
					Energy Audit	60.00
67729	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Howard Rieke	Check Total:	60.00
					Energy Audit	60.00
67730	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jeffrey Robel	Check Total:	60.00
					Energy Audit	60.00
67731	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Deborah Rohloff	Check Total:	60.00
					Energy Audit	60.00
67732	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	John Rusterholz	Check Total:	60.00
					Energy Audit	60.00
67733	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Thien Sam	Check Total:	60.00
					Energy Audit	60.00
67734	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Dennis Sandberg	Check Total:	60.00
					Energy Audit	60.00
67735	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Richard Sandberg	Check Total:	60.00
					Energy Audit	60.00
67736	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Peter Schlesinger	Check Total:	60.00
					Energy Audit	60.00
67737	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Brad Schmitt	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67738	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jon Scholten	Check Total:	60.00
					Energy Audit	60.00
67739	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Timothy Schumacher	Check Total:	60.00
					Energy Audit	60.00
67740	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Lawrence Shearon	Check Total:	60.00
					Energy Audit	60.00
67741	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Ken Sherwood	Check Total:	60.00
					Energy Audit	60.00
67742	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Karen Sorenson	Check Total:	60.00
					Energy Audit	60.00
67743	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Marilyn Steinwall	Check Total:	60.00
					Energy Audit	60.00
67744	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	James Studenski	Check Total:	60.00
					Energy Audit	60.00
67745	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Michael Tema	Check Total:	60.00
					Energy Audit	60.00
67746	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	David Twitchell	Check Total:	60.00
					Energy Audit	60.00
67747	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Anthony Vogel	Check Total:	60.00
					Energy Audit	60.00
67748	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jaime Wanless	Check Total:	60.00
					Energy Audit	60.00
67749	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Jeff Wehrman	Check Total:	60.00
					Energy Audit	60.00
67750	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Ted Williams	Check Total:	60.00
					Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						60.00
67751	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Won Yoon	Energy Audit	60.00
Check Total:						60.00
67752	09/19/2012	Housing & Redevelopment Agency	Payment to Owners	Rita Schild	Energy Audit	60.00
Check Total:						60.00
67753	09/20/2012	Water Fund	Accounts Payable	COVENTRY	Refund Check	40.00
Check Total:						40.00
67754	09/20/2012	Water Fund	Accounts Payable	COVENTRY	Refund Check	2,194.75
Check Total:						2,194.75
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Golf Course	Contract Maintenance	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	81.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	81.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	197.37
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	81.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	81.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	117.37
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Golf Course	Contract Maintenance	Jimmys Johnnys, Inc	Regular Service	5.10
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.87
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.18
67755	09/20/2012	Golf Course	Contract Maintenance	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	8.10
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	8.10
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	30.82
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	30.82
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	169.84
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	90.84
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	12.97
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	161.72
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	169.84
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
67755	09/20/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
Check Total:						2,962.07
67756	09/21/2012	General Fund	Training	Thomas Alexander	Training Class Reimbursement	84.98
Check Total:						84.98
67757	09/21/2012	General Fund	Contract Maintenance	Allied Blacktop Company	CSS1 - H Fog Seal Pavement Treatme	831.90
67757	09/21/2012	Pathway Maintenance Fund	Operating Supplies	Allied Blacktop Company	CSS1 - H Fog seal pavement treatmer	7,910.10
Check Total:						8,742.00
67758	09/21/2012	General Fund	Vehicle Supplies	Auto Plus	Air Filter	106.56
Check Total:						106.56
67759	09/21/2012	General Fund	Training	BCA/Criminal Justice Training & Educati	Crime Scene Course	225.00
67759	09/21/2012	General Fund	Training	BCA/Criminal Justice Training & Educati	Crime Scene Course	225.00
67759	09/21/2012	General Fund	Training	BCA/Criminal Justice Training & Educati	Crime Scene Course	225.00
Check Total:						675.00
67760	09/21/2012	Pathway Maintenance Fund	Operating Supplies	Bituminous Roadways Inc	Qty 6183 s.y. - Pavement treatment R	4,946.40
Check Total:						4,946.40
67761	09/21/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Senior Project Superintendent	9,083.18
67761	09/21/2012	Fire Station 2011	Operating Supplies	Bossardt Corporation	Construction Support Expenses	676.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67762	09/21/2012	Police Vehicle Revolving	Capital Outlay	Bravo Protection Products	Check Total:	9,759.36
					Commercial Window Tint	525.00
67763	09/21/2012	General Fund	Professional Services	Brighton Veterinary Hospital	Check Total:	525.00
					Animal Control Billing-July & August	1,250.00
67764	09/21/2012	Storm Drainage	Operating Supplies	Central Landscape Supply	Check Total:	1,250.00
					Spring Back Rake	429.64
67765	09/21/2012	General Fund	Office Supplies	CES Imaging	Check Total:	429.64
					Ink	15.98
67766	09/21/2012	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Check Total:	15.98
					Pawn Transactions-Aug 2012	1,459.80
67767	09/21/2012	General Fund	Operating Supplies	Clarey's Safety Equipment Inc	Check Total:	1,459.80
					Ladder Lock	49.96
67768	09/21/2012	General Fund	Operating Supplies	Commercial Asphalt Co	Check Total:	49.96
					Qty 1 - Asphalt patching material, per	705.91
67769	09/21/2012	Information Technology	Financial Support	Diversified Collection Services, Inc.	Check Total:	705.91
					PR Batch 00002.09.2012 Financial St	210.24
67770	09/21/2012	Recreation Fund	Fee Program Revenue	Randy Ellingboe	Check Total:	210.24
					Key Deposit Refund	25.00
67771	09/21/2012	General Fund	Minor Equipment	ESRI, Inc.	Check Total:	25.00
					Qty 1 - ArcGIS Engine Concurrent U:	1,140.00
					Qty 1 - ArcGIS Engine Concurrent U:	1,140.00
					Qty 1 - ArcGIS Engine Concurrent U:	990.00
					Qty 1 - ArcGIS Engine Concurrent U:	1,420.00
					Qty 1 - ArcGIS Engine Concurrent U:	625.00
					Sales Tax	365.41
67772	09/21/2012	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Inc.	Check Total:	5,680.41
					Bituminous Pathway Disposal	985.00
67773	09/21/2012	General Fund	Op Supplies - City Hall	Gertens Greenhouses	Check Total:	985.00
					Nursery Supplies	153.65

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67773	09/21/2012	Storm Drainage	Operating Supplies	Gertens Greenhouses	Nursery Supplies	116.76
67773	09/21/2012	Non Motorized Pathways	NESCC-Fairview Pathway	Gertens Greenhouses	Nursery Supplies	119.70
67773	09/21/2012	Boulevard Landscaping	Operating Supplies	Gertens Greenhouses	Blanket PO for streetscape plants	710.60
Check Total:						1,100.71
67774	09/21/2012	Storm Drainage	Professional Services	Hydromethods, LLC	Stormwater Treatment Analysis	595.00
Check Total:						595.00
67775	09/21/2012	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	PR Batch 00002.09.2012 City Manag	377.75
67775	09/21/2012	General Fund	PERA Employer Share	ICMA Retirement Trust 401-109956	PR Batch 00002.09.2012 ICMA-401	164.79
Check Total:						542.54
67776	09/21/2012	General Fund	Professional Services	IFP, Test Services	Psychological Evaluations	6,175.00
67776	09/21/2012	General Fund	Professional Services	IFP, Test Services	Psychological Evaluations	950.00
Check Total:						7,125.00
67777	09/21/2012	General Fund	Training	Inside the Tape	Death Investigation Training	310.00
Check Total:						310.00
67778	09/21/2012	Storm Drainage	Professional Services	J Peters & Associates, Inc.	DOT/SAP Assessment	395.00
Check Total:						395.00
67779	09/21/2012	General Fund	Professional Services	Language Line Services	Interpreter Service	33.32
Check Total:						33.32
67780	09/21/2012	General Fund	Operating Supplies	LexisNexis Risk Data Mgmt, Inc.	Person Searches	57.10
Check Total:						57.10
67781	09/21/2012	Telecommunications	Temporary Employees	Zach Litzinger	Wild Rice Festival Cleanup	50.00
Check Total:						50.00
67782	09/21/2012	General Fund	Memberships & Subscriptions	Sarah Mahmud	Notary Fee Reimbursement	20.00
Check Total:						20.00
67783	09/21/2012	Telecommunications	Temporary Employees	Joe Morey	Wild Rice Festival Clean-up	50.00
Check Total:						50.00
67784	09/21/2012	General Fund	Contract Maintenance	Ohio Calibration Laboratories	Interface Board Replacement	195.00
Check Total:						195.00
67785	09/21/2012	Sanitary Sewer	Cleanup Assistance	Renee Pardello	Sewer Backup Cleaning Assistance	1,644.65

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						1,644.65
67786	09/21/2012	General Fund Donations	K-9 Supplies	Petco	K9 Supplies	95.88
Check Total:						95.88
67787	09/21/2012	General Fund	Training	Thomas Pitzl	Training Expenses Reimbursement	40.05
Check Total:						40.05
67788	09/21/2012	Recreation Fund	Postage	Postmaster	Fall Brochure Postage-Acct: 2437	131.80
Check Total:						131.80
67789	09/21/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA WI En	161.54
67789	09/21/2012	General Fund	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	1,352.09
67789	09/21/2012	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	20.00
67789	09/21/2012	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	288.84
67789	09/21/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	115.38
67789	09/21/2012	Community Development	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	79.61
67789	09/21/2012	License Center	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	38.46
67789	09/21/2012	Police Grants	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	30.56
67789	09/21/2012	Golf Course	HSA Employee	Premier Bank	PR Batch 00002.09.2012 HSA Empl	115.38
Check Total:						2,201.86
67790	09/21/2012	Boulevard Landscaping	Operating Supplies	Prescription Landscape	Year one of three contract for mowing	1,586.33
Check Total:						1,586.33
67791	09/21/2012	General Fund	Professional Services	Ramsey County Recorder	Abstract Recording Fee	46.00
Check Total:						46.00
67792	09/21/2012	Water Fund	2012 Watermain Lining	SGC Horizon, LLC	Construction Project Publication	180.25
Check Total:						180.25
67793	09/21/2012	Boulevard Landscaping	Operating Supplies	Specialty Turf & Ag, Inc.	Herbicides, Pesticides	180.72
Check Total:						180.72
67794	09/21/2012	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	557,781.90
Check Total:						557,781.90
67795	09/21/2012	General Fund	Training	Travis Steinberg	Training Lunch Reimbursement	6.88
Check Total:						6.88
67796	09/21/2012	Police Vehicle Revolving	Capital Outlay	Stop Tech, LTD., Inc.	Stop Sticks	546.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67796	09/21/2012	Police Vehicle Revolving	Use Tax Payable	Stop Tech, LTD., Inc.	Sales/Use Tax	-35.13
					Check Total:	510.95
67797	09/21/2012	Storm Drainage	Professional Services	Sheila Stowell	PWET Meeting Minutes	207.00
67797	09/21/2012	Storm Drainage	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
					Check Total:	211.83
67798	09/21/2012	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2012 Blanket PO for Right of Way Wi	113.29
					Check Total:	113.29
67799	09/21/2012	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
67799	09/21/2012	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	133.59
					Check Total:	224.43
67800	09/21/2012	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	143.22
					Check Total:	143.22
67801	09/21/2012	General Fund	Operating Supplies	Mike Urmann	Supplies Reimbursement	38.55
					Check Total:	38.55
67802	09/21/2012	General Fund	Op Supplies - City Hall	Viking Electric Supply, Inc.	Electrical Supplies	153.66
					Check Total:	153.66
67803	09/21/2012	Contracted Engineering Svcs	Deposits	Weis Builders Inc.	Return of Escrow-2275 Snelling Ave	6,000.00
					Check Total:	6,000.00
67804	09/21/2012	Recreation Fund	Memberships & Subscriptions	Ice Skating Institute	Skater Memberships	65.00
					Check Total:	65.00
67805	09/26/2012	Water Fund	Accounts Payable	JAMES ALLEN	Refund Check	30.59
					Check Total:	30.59
67806	09/26/2012	Water Fund	Accounts Payable	RON ANDERSON	Refund Check	162.73
					Check Total:	162.73
67807	09/26/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing	69.90
67807	09/26/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing	348.35
67807	09/26/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing	30.30
67807	09/26/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing	249.40
67807	09/26/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing	95.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						793.35
67808	09/26/2012	Recreation Fund	Fee Program Revenue	Charles Bourke	Key Deposit Refund	25.00
Check Total:						25.00
67809	09/26/2012	Water Fund	Accounts Payable	MARK BUDLONG	Refund Check	22.02
Check Total:						22.02
67810	09/26/2012	Water Fund	Accounts Payable	CLIFF CANADAY	Refund Check	174.47
Check Total:						174.47
67811	09/26/2012	Sanitary Sewer	Accounts Payable	ALBERT CASWELL	Refund Check	8.11
Check Total:						8.11
67812	09/26/2012	Information Technology	Operating Supplies	CDW Government, Inc.	APC Rack	297.80
Check Total:						297.80
67813	09/26/2012	Recreation Fund	Advertising	Centennial Boys Hockey Blueline Club	1/2 Page Ad in HS Hockey Program	125.00
Check Total:						125.00
67814	09/26/2012	Recreation Fund	Advertising	Centennial Girls Blue Line Club	1/2 Page Ad in HS Hockey Program	125.00
Check Total:						125.00
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	93.32
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	56.73
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	204.36
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	306.02
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	172.11
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	39.67
67815	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	104.00
Check Total:						1,062.27
67816	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	9.49
Check Total:						9.49
67817	09/26/2012	Information Technology	Telephone	City of North St. Paul	Billing Interconnects	1,900.00
67817	09/26/2012	Information Technology	Telephone	City of North St. Paul	Billing Interconnects	600.00
Check Total:						2,500.00
67818	09/26/2012	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	164.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67818	09/26/2012	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	194.68
67818	09/26/2012	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	184.48
Check Total:						543.56
67819	09/26/2012	Housing & Redevelopment Agency	Land Purchases	Commercial Partners Title, LLC	Assessment Search	175.00
Check Total:						175.00
67820	09/26/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Midway Speedskating August Bingo	2,381.40
67820	09/26/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Roseville Youth Hockey August Bing	2,143.26
Check Total:						4,524.66
67821	09/26/2012	Recreation Fund	Fee Program Revenue	Cradle of Hope	Key Deposit Refund	25.00
Check Total:						25.00
67822	09/26/2012	License Center	Office Supplies	Deluxe For Business	Checks	286.33
Check Total:						286.33
67823	09/26/2012	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	40.83
67823	09/26/2012	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	40.83
Check Total:						81.66
67824	09/26/2012	Water Fund	Accounts Payable	LYNDA DIEDRICH	Refund Check	68.45
67824	09/26/2012	Sanitary Sewer	Accounts Payable	LYNDA DIEDRICH	Refund Check	28.12
67824	09/26/2012	Storm Drainage	Accounts Payable	LYNDA DIEDRICH	Refund Check	10.24
67824	09/26/2012	Solid Waste Recycle	Accounts Payable	LYNDA DIEDRICH	Refund Check	5.60
Check Total:						112.41
67825	09/26/2012	General Fund	Contract Maintenance Vehicles	Dueco, Inc.	Annual Inspection	1,364.31
Check Total:						1,364.31
67826	09/26/2012	Recreation Fund	Operating Supplies	Flagship Recreation	L Support	100.46
Check Total:						100.46
67827	09/26/2012	Water Fund	Accounts Payable	JOHN FRERICH	Refund Check	61.13
Check Total:						61.13
67828	09/26/2012	License Center	Professional Services	Har Mar Lock	Service Call	169.66
Check Total:						169.66
67829	09/26/2012	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	4,974.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67830	09/26/2012	General Fund	Memberships & Subscriptions	IAFC Membership	Check Total:	4,974.47
					2013 Dues	229.00
67831	09/26/2012	General Fund	Contract Maintenance	IFP, Test Services	Check Total:	229.00
					Psychological Evaluation	475.00
67832	09/26/2012	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Check Total:	475.00
					Telephone	329.00
67833	09/26/2012	Water Fund	Accounts Payable	ROBERT LIDFORS	Check Total:	329.00
					Refund Check	99.75
67834	09/26/2012	General Fund	Vehicle Supplies	LKQ Minnesota, Inc.	Check Total:	99.75
					New Engine for CSO Pickup	4,039.88
67834	09/26/2012	General Fund	Vehicle Supplies	LKQ Minnesota, Inc.	Engine Return Credit	-427.50
67835	09/26/2012	Water Fund	Accounts Payable	BILL MALINEN	Check Total:	3,612.38
					Refund Check	50.29
67836	09/26/2012	Recreation Fund	Fee Program Revenue	Jeff McKenzie	Check Total:	50.29
					Key Deposit Refund	25.00
67837	09/26/2012	Fire Station 2011	Professional Services	Meyer Rohlin Land Services, Inc.	Check Total:	25.00
					Survey Technician Field Work	1,250.00
67838	09/26/2012	Water Fund	2012 Watermain Lining	Mn Dept of Health	Check Total:	1,250.00
					Watermain Permit for Project W-12-1	150.00
67839	09/26/2012	Golf Course	Operating Supplies	Mn Dept of Health-Environmental Health	Check Total:	150.00
					Food Licensure Certification	35.00
67840	09/26/2012	Community Development	Professional Services	MN Dept of Health-Well Mgmt Section	Check Total:	35.00
					Well Maintenance Permit #652675	50.00
67841	09/26/2012	Recreation Fund	Fee Program Revenue	Robert Nelson	Check Total:	50.00
					Key Deposit Refund	25.00
67842	09/26/2012	License Center	Office Supplies	Pakor, Inc.-NW8935	Check Total:	25.00
					Passport Folders	43.43

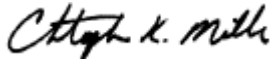
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67842	09/26/2012	License Center	Use Tax Payable	Pakor, Inc.-NW8935	Sales/Use Tax	-2.78
					Check Total:	40.65
67843	09/26/2012	Street Construction	Professional Service	Park Construction Company, Inc.	Streetscape Consultation	502.75
					Check Total:	502.75
67844	09/26/2012	Recreation Fund	Advertising	The Perfect Wedding Guide	Skating Center Advertising	1,860.00
					Check Total:	1,860.00
67845	09/26/2012	Storm Drainage	Clothing	Postmaster- Cashier Window #5	Leaf Card Postage-Acct: 2437	1,817.22
					Check Total:	1,817.22
67846	09/26/2012	TIF District #10-Can Am	Professional Services	Ramsey County	2011 TIF Administrative Charges	537.16
67846	09/26/2012	T.I.F. District # 11	Professional Services	Ramsey County	2011 TIF Administrative Charges	547.54
67846	09/26/2012	T.I.F. District # 11	Professional Services	Ramsey County	2011 TIF Administrative Charges	323.74
67846	09/26/2012	T.I.F. District #12 (Arona)	Professional Services	Ramsey County	2011 TIF Administrative Charges	1,725.04
67846	09/26/2012	T.I.F. District # 13	Professional Services	Ramsey County	2011 TIF Administrative Charges	323.74
67846	09/26/2012	TIF District #17-Twin Lakes	Professional Services	Ramsey County	2011 TIF Administrative Charges	313.36
67846	09/26/2012	TIF District #17-Twin Lakes	Professional Services	Ramsey County	2011 TIF Administrative Charges	510.58
67846	09/26/2012	TIF #18 Sienna Green	Professional Services	Ramsey County	2011 TIF Administrative Charges	302.98
67846	09/26/2012	TIF #19 Applewood Point II	Professional Services	Ramsey County	2011 TIF Administrative Charges	844.18
67846	09/26/2012	TIF #18 Sienna Green	Professional Services	Ramsey County	2011 TIF Administrative Charges	778.12
					Check Total:	6,206.44
67847	09/26/2012	Recreation Fund	Fee Program Revenue	Roxana Rios	Key Deposit Refund	25.00
					Check Total:	25.00
67848	09/26/2012	Recreation Fund	Advertising	Roseville HS Boys Hockey Boosters	1/2 Page ad in HS Hockey Program	150.00
					Check Total:	150.00
67849	09/26/2012	Water Fund	Accounts Payable	ROSEVILLE PROPERTIES	Refund Check	75.23
					Check Total:	75.23
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	24.40
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	73.20
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	287.86
67850	09/26/2012	Storm Drainage	Telephone	Sprint	Cell Phones	249.04
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	51.02
67850	09/26/2012	Sanitary Sewer	Telephone	Sprint	Cell Phones	168.96
67850	09/26/2012	Recreation Fund	Telephone	Sprint	Cell Phones	121.99
67850	09/26/2012	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	347.15
67850	09/26/2012	Community Development	Telephone	Sprint	Cell Phones	149.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	24.40
67850	09/26/2012	General Fund	Telephone	Sprint	Cell Phones	384.25
Check Total:						1,881.66
67851	09/26/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	106.40
67851	09/26/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	153.30
67851	09/26/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Credit	-106.40
67851	09/26/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	306.60
67851	09/26/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	48.14
Check Total:						508.04
67852	09/26/2012	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	235.75
67852	09/26/2012	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
Check Total:						240.58
67853	09/26/2012	General Fund	Contract Maintenance Vehicles	Tousley Ford Inc	2012 Blanket PO For Vehicle Repairs	235.72
Check Total:						235.72
67854	09/26/2012	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	178.04
Check Total:						178.04
67855	09/26/2012	Fire Station 2011	Contractor Payments	Xcel Energy	Gas Line Relocation	1,464.11
Check Total:						1,464.11
67856	09/26/2012	Information Technology	Telephone	XO Communications Inc.	Telephone	1,407.11
Check Total:						1,407.11
Report Total:						1,265,996.86

REQUEST FOR COUNCIL ACTION

Date: 10/8/2012
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approve 2012/2013 Business and Other Licenses

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

John Hopp Jr. & Robert Tessman at Mind, Body & Soul Wellness
2201 Lexington Ave S
Roseville, MN 55113

Barbara North at Massage Envy Roseville
2480 Fairview Ave
Roseville, MN 55113

Elizabeth Kaul-Bjornson at Kairos Center
2301 Woodbridge #103
Roseville, MN 55113

Christmas Tree License

Holiday Trees
418 Woodhill Dr
Roseville, MN 55113

Solid Waste Hauler License

Gene's Disposal Service
5661 152nd St N
Hugo, MN 55038

Allied Waste Services of the Twin Cities
4325 E 66th St
Inver Grove Heights, MN 55076

Recycling Hauler License

Gene's Disposal Service
5661 152nd St N
Hugo, MN 55038

36 Allied Waste Services of the Twin Cities
37 4325 E 66th St
38 Inver Grove Heights, MN 55076
39

40 **POLICY OBJECTIVE**
41 Required by City Code

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

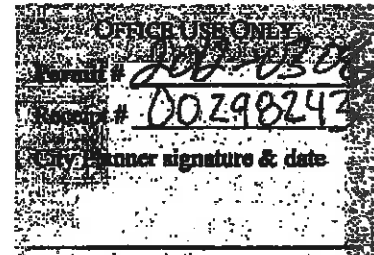
44 **STAFF RECOMMENDATION**
45 Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements. Staff
46 recommends approval of the license(s).

47 **REQUESTED COUNCIL ACTION**
48
49 Motion to approve the business and other license application(s) as submitted.

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



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



SEASONAL OUTDOOR SALES PERMIT

☐ APPLICATION FEE: \$50

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

Seasonal Outdoor Sales Requirements

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

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

1. Applicant Information:

Company name: Holiday Trees
 Last name: Haugen First name: Harold
 Address: _____ City/State/Zip: Roseville, MN, 55113
 Phone number: _____ Email address: _____

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

South East Corner Lexington Ave and Co Rd B

3. Proposal Details:

Type of use: Retail Christmas Trees
 Beginning date: Nov. 23, 2012 Ending date: Dec. 31, 2012
 Hours of operation: _____
 Use will be: ☐ daily ☐ weekly ☒ other Week Days 1pm - 8pm
Week Ends 10am - 8pm
 Equipment/display will be: ☐ removed nightly ☒ in place 24 hours

Structure or tent proposed: ☐ No
Wood ☒ Yes length: 8' width: 8' height: 8' slant 7'

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

"1 ON Trailer (4'x6') - 1 on House (3'x4') - Wooden Signs"

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

Roseville Crossing, LLC:

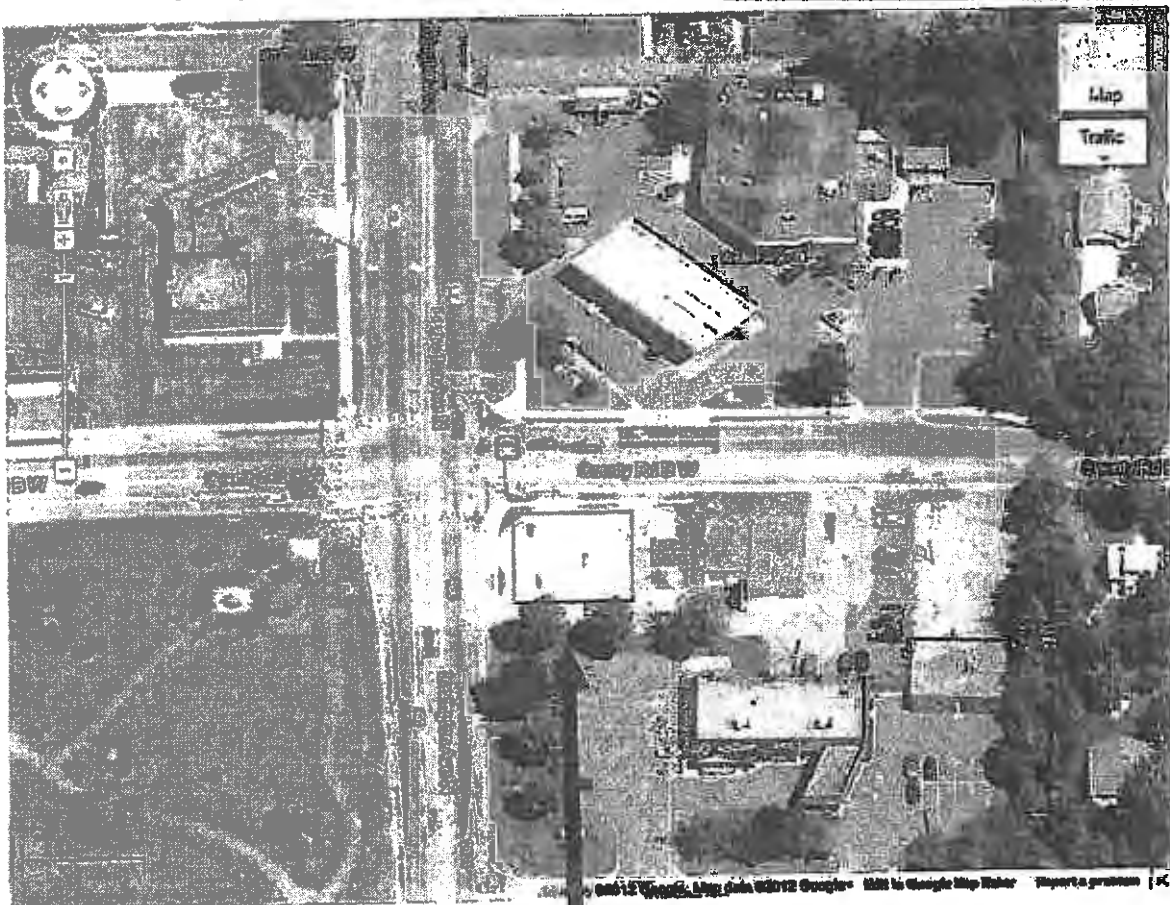

(Signature)

7/16/12
(Date)

Mr. Harold Haugen:


(Signature)

June 15, 2012
(Date)



Christmas Tree Sales Location



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

Solid Waste Hauler License Application

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

Business Name

Gene's Disposal Service Inc.

Business Address

5661 152ND ST N Hugo, MN 55038

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

Business Phone

Contact Person

(Business Matters)

Email Address

Contact Person

(Operational Matters)

Gene OR LISA Wegleitner

Email Address

Emergency Contact Information

Contact Name:

Cell Phone:

Alternate Contact Information:

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

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

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

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

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

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

☒ Commercial/Industrial

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

2

(over)



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)
Business Name Gene's Disposal Service Inc.
Business Address 5661 152nd St N Hugo, MN 55038
Business Phone _____

Contact Person _____ Mail Address _____
Emergency Contact Information _____

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

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

☒ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

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

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

<u>EUREKA Recycling</u>	<u>Glass*</u>	<u>Cans/Plastic*</u>
<u>2828 Kennedy St NE</u>		
<u>Mpls, MN 55413</u>		
<u>Office paper/Boxboard*</u>	<u>Corrugated Cardboard*</u>	<u>Other (please specify)</u>

*Required items for residential and multifamily haulers

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

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

Date _____

Applicant's Signature _____

Title _____

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

Garbage

RRT
NEWPORT, MN

Construction/Demolition Debris

SKB
10304 NAPLES ST NE
BLAINE, MN 55449

Yard Waste/Brush

SKB
" "

Organics

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

Residential Customer Rates

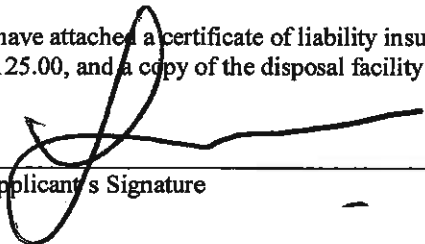
Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	<u>17⁰⁰</u> (per month)
64 Gallon Service*	<u>18⁹⁹</u> (per month)
96 Gallon Service*	<u>21⁰⁰</u> (per month)
Walk-up Service*	<u>5⁰⁰</u> (per month)
Additional Garbage*	<u>2.07</u>
Yard Waste*	<u>1.75</u>

*These services are required to be offered in Roseville.

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

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


Applicant's Signature

Title

Date



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2013

1. Legal Name John Hopp Jr
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes ☐ No ☒ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Mind Body & Soul Wellness center 2201 Lexington Ave South
Roseville MN
9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

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

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



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30 2013

1. Legal Name Barbara North
2. Home Address 1111 11th St NE
3. Home Telephone 651-792-1111
4. Date of Birth 11/11/11
5. Drivers License Number 11111111
6. Email Address 11111111@1111.com

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

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

2480 FARMER MASSAGE ENY 2480 FARMER AVE
ROSEVILLE MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2013

1. Legal Name Elizabeth Dorothy Kaul-Bjornson
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes ☒ No ☐ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
I am a self-employed massage therapist. The name of my business is Kairos Center for Well-Being www.kairoscenter.net
2301 Woodbridge #103 Roseville, MN 55113
9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

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

License fee is \$100.00

Make checks payable to: City of Roseville



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

Recycling Hauler License Application

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

Business Name ALLIED WASTE SERVICES of The Twin Cities

Business Address 4325 E. 66th Street - Inver Grove Heights, MN 55076

Business Phone _____

Contact Person _____ Email Address _____ com

Emergency Contact Information _____

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

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

☒ Residential ☒ Commercial ☒ Multifamily ☐ Industrial

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

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

Allied/IFH Recycling
2195 E. 117th Street
Inver Grove Heights, MN
55076

SAME Glass*

SAME Cans/Plastic*

Office paper/Boxboard*

Corrugated Cardboard*

Other (please specify)

SAME

SAME

SAME

*Required items for residential and multifamily haulers

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

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

Date Applicant's Signature Title



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

Solid Waste Hauler License Application

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

Business Name ALLIED WASTE SERVICES of The Twin Cities

Business Address 4325 E 160th Street - Fover Grove Heights, MN 55076
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651-455-8634

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: _____

Cell Phone: _____

Alternate Contact Information:

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

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

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

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

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

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

☒ Commercial/Industrial

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

(over)

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

Garbage

Blaine Transfer - 10320 Naples St.
NRG Plant - Maxwell Ave - Newport

Construction/Demolition Debris

Malcom
630 Malcom Ave - NPLS

Yard Waste/Brush

Malcom
630 Malcom Ave - NPLS

Organics

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

Residential Customer Rates

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

Service	Cost
35 32 Gallon Service*	14.75 (per month)
68 64 Gallon Service*	15.00 (per month)
95 96 Gallon Service*	16.00 (per month)
Walk-up Service*	Call for Quote (per month)
Additional Garbage*	5.00/Bag
Yard Waste*	TBD for 2013

*These services are required to be offered in Roseville.

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

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

Applicant's Signature

Title

Date



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2013

1. Legal Name Robert B. Tessman
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____ com
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes ☐ No ☒ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
"Mind, Body and Soul" 2201 Lexington Ave., Roseville MN

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

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

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

License fee is \$100.00

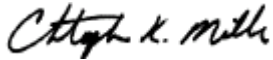
Make checks payable to: City of Roseville

REQUEST FOR COUNCIL ACTION

Date: 10/08/2012

Item No.: 7.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
Police	MidAmerica Auctions	Used vehicle for crime impact team (a)	\$ 8,125.00
Police	Recon Robotics	Throwbot units - 2 (b)	34,546.67

Comments/Description:

- a) To be purchased with Police Narcotic Forfeiture Funds.
- b) The units are micro-robots used to quietly move through structures, transmitting video and audit. It will be funded initially from the Police Narcotics Forfeiture Fund, with full reimbursement from Ramsey County Emergency Management and Homeland Security.

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
Police	Sell used crime impact team vehicle - est. \$4,000

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

25 **STAFF RECOMMENDATION**

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

28 **REQUESTED COUNCIL ACTION**

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

31

32

Prepared by: Chris Miller, Finance Director

Attachments: A: None

33

REQUEST FOR COUNCIL ACTION

Date: October 8, 2012

Item No.: 7.d

Department Approval

City Manager Approval



Item Description: **Approve 2013 City Benefits Insurance Renewals & Cafeteria Contributions**

Medical Background:

Each year the largest human resources expense aside from employee salaries is the cost of benefits, in particular medical insurance. The gap between the two keeps narrowing nationwide. City benefits costs were near \$1.4 million in 2012. Over the last ten years Roseville has made changes and additions in the benefits area to minimize increases and to share the burden, while making health insurance as affordable and effective as possible.

In response to escalating health care costs, the City began offering higher deductible plans coupled with Health Reimbursement Accounts (HRA) & Health Savings Accounts (HSA) and added more tiers of coverage. In 2004 we added a single-plus-one tier option to give employees and retirees the least expensive and most efficient alternatives. In 2005, the City added a High Deductible plan with a Health Reimbursement Account for payment of deductible expenses. In 2006 the City raised deductibles but also increased contributions to the Health Reimbursement Account and added this account to the mid-level plan to help staff control and minimize their risk. In 2008 Roseville dropped the no longer sustainable, rich, 100% coverage plan. Finally, in 2009 the City added a Health Savings Account (HSA) option.

The City currently offers three medical options and three tiers through one provider, Health Partners, under the National Joint Powers Alliance (NJPA) consortium. The unique part of NJPA is that the pool is self-insured but underwritten and administered by Health Partners so it operates like a fully insured plan. This is of interest to Roseville for a couple of reasons. First, since our claims have been declining over the past four years due to wellness and consumer driven plan initiatives, we have been able to achieve less than trend increases. NJPA allows Roseville to continue our current consumer-driven plan designs while achieving further savings due to their tax exempt status.

Regular employees are eligible on a prorated basis if they work a minimum of 20 hours per week. We currently have 163.75 total Full-Time Equivalents (FTE's). We also

have 14 former employees who are on the City's health plan through COBRA.

The City of Roseville's contract with NJPA for employee health insurance through Health Partners will renew on January 1, 2013. The initial renewal rate was 4.97% and the final negotiated renewal was a 2.33% overall increase. However, because each plan within Roseville's structure has a different claims experience with the self-insured, the actual increases will vary some within the overall 2.33% increase. The \$2,000 deductible plan will have a 4.42% increase, the \$1,000 deductible plan will have a 2.52% increase and the \$2,500 deductible will get a .52% decrease.

The plans offset each other. The \$2,000 plan that had a 115% premiums to claims ratio would have had a 35% increase and the \$2,500 plan that had a 14.5% premiums to claims ratio would have had a 50% decrease. Any way you look at it, this increase is substantially better than in years past and better than the NJPA trend of 4.5% and the national trend of approximately 7.5% increase. Staff has continued to show a change in behaviors, and claims have shown great improvement over the past four years.

Last year the City conducted a comparison study and found that comparable cities with high deductible plans actually had a bit lower out of pocket maximums than Roseville but also had higher premiums and City contributions costs. Thus, the costs by the City and the employee were similar to the average because comparable cities were paying up front and the employee at Roseville was taking on more out of pocket risk in the case of an event.

Attachment A is a historical summary of Roseville's health insurance renewals and the design changes that have been made. The City's contribution increase is not included because there has not been a method that has consistently been used, such as percentage of premium increase or set dollar increase covered by the City. Therefore there is no way to consistently lay this out historically because there have been too many variables each year in the budgeting decision process.

Finally, Roseville is moving to a new online open enrollment system which our benefits broker Financial Concepts is paying for this year. Employee census and demographics is being loaded to the system currently with the City's contribution and final plans information scheduled to be completed by the end of this week. System testing will be conducted the final two weeks in October and full roll out to all staff will occur on November 5th.

City Contributions Background and Recommendations:

Historically we have maintained a philosophy of paying 100% of the premium for medical and dental insurance for the single plan. This also remains the trend in the marketplace, although the market continues to move away from paying 100% for rich coverage plans (as Roseville has already done).

In 2004 the City Council began moving to a more equal contribution per employee, regardless of the employee's family status and lifestyle choices, as supported by an employee survey done that year. Strides toward equal contribution halted in 2008 due

to enormous premium increases, plan design changes, and the economic downturn.

In 2010 Council approved implementation of a Benefits Contribution Incentive that provides the full cafeteria dollar amount only to those benefit eligible employees who participated in a confidential health risk assessment, and a preventive care physical with a blood pressure check. If staff does not participate in these wellness items they receive \$25 less per month in their cafeteria amount.

With the 2013 plan designs remaining constant but the premiums increasing by 2.33% overall the Benefits Committee recommends a equalized \$25 per month increase to the 2013 Cafeteria Contribution levels to offset any premium increases:

➤ **Opt Out:** \$475 (\$25 increase to Benefits Contribution Incentive)

➤ **Those on the \$1,000 Deductible Plans would receive:**

- Single: \$615 (increase of \$25)
- Single + 1: \$730 (increase of \$25)
- Family: \$940 (increase of \$25)

➤ **Those on the \$2,000 or \$2,500 Deductible Plan would receive:**

- Single: \$725 (increase of \$25)
- Single + 1: \$839 (increase of \$25)
- Family: \$1,015 (increase of \$25)

➤ **Monthly contributions deposited into a Health Reimbursement Account or Health Savings Account are as follows:**

▪ **\$1,000 Deductible Plan Monthly Deposit:**

- Single \$83 (same as 2012)
- Single + 1 \$90 (same as 2012)
- Family \$70 (same as 2012)

▪ **\$2,000 or 2,500 Deductible Plan Monthly Deposit:**

- Single \$200 (same as 2012)
- Single + 1 \$170 (same as 2012)
- Family \$125 (same as 2012)

Dental Renewal:

Review of the 2012 dental claims compared to premiums paid resulted in no increase in premiums for anyone. However, this year the City did go out to bid and was able to negotiate a slightly lower administrative fee with Delta Dental which ultimately will decrease premiums for each tier by a few dollars each month. There are no changes in coverage for the plan.

Life & Long Term Disability:

The City's current provider, Standard Insurance through the FCI City/County Consortium, has been awarded a one year contract extension through 2013 which provides for no changes and no increase in rates for Long Term Disability or for Basic and Voluntary Life insurance.

Financial Impact:

The above proposed Cafeteria Benefits budget for 2013 reflects a 2.5% increase or \$34,776 over the 2011 and 2012 budget. This amounts to half of what was in the preliminary budget for benefits.

Council Action Requested:

Approve 2013 City benefits insurance renewals and cafeteria contributions as described above with the respective contracts (subject to review and approval by the City Attorney).

Prepared by: Eldona Bacon, SPHR Human Resources Manager
Attachments: A: Summary of Health Insurance Renewals

Health Ins. Renewals History Design Changes 2004-2013

Medical Premium Analysis Data

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Proposed Renewal	12.00%	25.00%	29.00%	17.40%	42.50%	28.70%	15.00%	6.29%	0.00%	4.97%
Renewal After Negotiations	6.00%	20.00%	21.00%	15.10%	33.20%	28.70%	8.90%	2.00%	0.00%	3.00%
Roseville Final Renewal	6.00%	9.60%	3.10%	9.50%	6.80%	18.00%	8.90%	-1.44%	-1.50%	2.33%
MN Trend	14.00%	11.00%	9.00%	9.00%	14.10%	14.10%	11.40%	8.20%	7.50%	7.50%
FCI Average Renewal	6.00%	7.80%	6.23%	7.05%	7.00%	8.83%	8.84%	4.70%	7.30%	6.80%
Savings from Proposed to Renewal	\$56,000	\$106,892	\$335,214	\$81,369	\$395,789	\$103,195	\$69,092	\$88,629	\$18,000	\$40,308

Plan Changes

***NOTE:** * City covered 100% of richest plans above for singles until 2007 then began paying 100% of the 80% plan

- 1.) **2002** Added the 80% plan option with deductible \$300 to give employees cost alternatives however this addition increased the cost of 100% coverage.
- 2.) **2004** Added the Single + 1 tier option to allow for more plan choice however this addition increased the cost for the family tier.
- 3.) **2005** increased deductible to \$500 + added the High Deductible \$1,000 Plan with the Health Reimbursement Acct. to give employees further cost alternatives however this addition increased the cost of the other 2 plans.
- 4.) **2006** Added a health reimbursement acct. to the 2 deductible plans & increased HD plan to \$1,200 Deductible + add 3 tier RX
- 5.) **2007** Co-pay \$20 to \$30 for co-pay & lower deductible plan from \$500 to \$750 Deductible + increase to all RX of \$5, Doubled OOP max.
- 6.) **2008** Eliminated the 100% co-pay plan increased both deductibles \$750 to \$1,000 and \$1,200 to \$2,500 + Doubled OOP max.
- 7.) **2009** Added a HD Plan with HSA & higher OOP + Added 2 smaller networks (Elect & Essential) to the open access plan for lower cost options
- 8.) **2010** moved to HP for savings and used 3 networks (1,000, 2,000, 2,500 Deductibles) Increased OOP max. on HD Plan
- 9.) **2011** moved to National Joint Powers Agreement (NJPA) self ins. had 1.44% decrease in overall premiums & no plan changes
- 10.) **2012** Renewal provides City savings of \$18,000 with no plan or premium changes for staff.
- 11.) **2013** Renewal has no plan design changes but a 2.33% increase in premiums & requests an additional \$34,776 in City Contributions funding.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10/08/12

Item No.: 10.a

Department Approval



City Manager Approval



Item Description: Roseville Housing and Redevelopment Authority Quarterly Joint Meeting
with the City Council

BACKGROUND

At the annual joint meeting between the City Council and the Roseville Housing and Redevelopment Authority (RHRA), it was mentioned that the two bodies should meet more frequently, perhaps quarterly, given the expanded work plan the RHRA is undertaken from its newly approved strategic plan. The RHRA Board and staff would like to give the City Council an update on some of the issues they have been working on and would also like to receive input on future work plan items.

Specifically, the RHRA Board would like to have a conversation about three items with the City Council. They are:

Dale Street Fire Station

The RHRA has entered into a purchase agreement for the O'Neill property (single-family house at corner of Dale and Cope Ave. as well as four single-family lots along Cope Ave). The RHRA is looking to close on these parcels at the end of November. Prior to doing that, staff wants to reaffirm that the City Council continues to be willing to partner with the RHRA in redevelopment of these properties. To that end, the RHRA Attorney has drafted a Memorandum of Understanding (MOU) between the City and RHRA. The MOU, which has been reviewed by the City Attorney, is intended to lay out the obligations of both parties in regard to the transaction of the Dale Street Fire Station. Under the MOU, the RHRA will pay the City the appraised value of the fire station property, less the costs of demolition and environmental remediation. Additionally, the City will agree to consider rezoning the Fire Station property from Institutional to High Density Residential 1 (HDR-1) as part of the future redevelopment of the site. The RHRA will work with the surrounding neighborhood to envision the preferred development of the site and will seek a qualified developer for the site to implement the vision for the site. If acceptable, the City Council should authorize entering into the MOU with the Roseville HRA.

30

31 **RHRA Action Plan**

32 Based on the newly adopted RHRA strategic plan, the RHRA has created its “action plan” to
33 implement the goal and priorities contained in the document. The RHRA Board would like to
34 review the action plan with the Council and carry on the conversation about the importance of
35 providing proper funding in order to implement the strategic plan. No specific action is needed
36 at this time.

37

38 **Multi-Family Rental Housing Licensing**

39 RHRA staff has been working on creating program guidelines for a new multi-family rental
40 housing licensing program that would incentivize multi-family property owners. The proposed
41 program would cover buildings with five or more units and will require the properties to be
42 licensed with the City. The program will require inspections of the rental properties and
43 depending on the classification of the rental property license, participation in the Crime Free
44 Housing program and other educational programs hosted by the City. The inspections will be
45 conducted by third-party inspectors, with the property owners paying for the costs of inspections.
46 Attachment C contains some detail on the proposed program. RHRA, Community
47 Development, and Police Department staff is still working on many of the details, but staff
48 wanted to bring the matter up for discussion with the RHRA and City Council and give
49 opportunity for input on the shaping of the program. Staff will review the program in detail at
50 the meeting. At this time, no action is needed.

51

Prepared by: Patrick Trudgeon, RHRA Executive Director (652) 792-7071

Attachments: A: Dale Street Redevelopment Outline and MOU
 B: RHRA Action Plan
 C: Multi-Family Housing Rental Licensing Program

Redevelopment Process/Timeline for 2325 Dale and Fire Station #3

September – November 30, 2012

Due-diligence of 2325 Dale, Fire Station #3 and lots 18, 19, 20, 21 on Cope

- Environmental Assessment – Phase I and Hazardous Building report pre-demolition
- Review survey provided by property owner. Public Works surveyor will stake properties lines for visual review.
- Survey of sites to be completed by property owner.

Send out notice to neighborhood that RHRA will be purchasing the property and give information related to future involvement of public process for redevelopment of site

October 08, 2012

Joint meeting between Roseville City Council and Roseville HRA to review Redevelopment Process/Timeline that the HRA has developed. Discuss a Memorandum of Understanding for the HRA to steer the redevelopment of Fire State #3 2335 Dale with Council.

Close on Purchase Agreement November 30, 2012

- Based upon RHRA satisfaction of contingencies and due diligence is acceptable.
- RHRA will need to maintain purchased properties until redevelopment

January - March 2013

- Update comprehensive market study.
- Work with AIA/U of M design charrette team related to concept ideas for the sites
- Consider other resources related to concepts for the sites.

April – June 2013

- Roseville fire department burns buildings down on 2325 Dale Street
- Foundation and any remains are cleared from site
- RHRA develops request for proposal (RFP) for redevelopment of site

July – September 2013

RHRA sends out notice of RFP to developers to respond

October – December 2013

- Fire Station Vacated
- RHRA reviews RFP's that were submitted at their meetings to discuss proposals and invites neighborhood for comments.

January - March 2014-2016

- Dale street station is conveyed to RHRA based upon MOU.
- Preferred developer status is granted to a developer for sites.

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF ROSEVILLE, MINNESOTA
AND HOUSING AND REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF ROSEVILLE

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into as of _____, 2012 by and between the City of Roseville (“the City”) and Housing and Redevelopment Authority in and for the City of Roseville (“the RHRA”).

A. PURPOSE

The purpose of this MOU is to articulate the general understanding about responsibilities of the City and the RHRA in regards to redevelopment of parcels legally described on Attachment A and generally located at the corner of Dale Street and Cope Ave (referred to as the “Property”).

B. THE CITY OF ROSEVILLE OBLIGATIONS:

1. The City will convey the Property to the RHRA by quit claim deed for a purchase price equal to the appraised value of land less, the cost of demolition of the existing building and environmental remediation of the Property.
2. The RHRA will, at its cost, obtain the appraisal of the Property, and the costs of demolition and remediation will be as mutually agreed upon by the City and RHRA.
3. Property will be conveyed to the HRA within 60 days after the Fire Department vacates the Property.
4. Either before or after closing on the conveyance, the City will rezone the Property up to HDR-1, High Density Residential (subject to compliance with all procedures under City ordinances and State law), based upon a redevelopment proposal received by RHRA.
5. The parties will mutually agree as to allocation of closing costs for conveyance of the Property.

C. RHRA OBLIGATIONS:

1. The RHRA will work with the surrounding neighborhood and City Council in envisioning a preferred development on the Property.
2. The RHRA will seek a redeveloper to develop the Property, and negotiate with that redeveloper regarding terms of sale of the Property and construction of the preferred development on the Property.
3. The RHRA will undertake environmental review and remediation of the Property, including conducting a Phase I and Phase II environmental review as necessary; a Hazardous Building Assessment and resulting remediation as determined by the studies (the cost of which is offset against the purchase price, as described above).

D. MISCELLANEOUS:

1. This MOU may be modified by mutual written consent of the parties.
2. Either party may terminate this MOU at any time before the date of expiration.
3. This MOU is effective as of the date above, and remain in effective through December 31, 2014 unless earlier terminated by either party.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the first written above.

CITY OF ROSEVILLE

Dan Roe, Mayor

William J. Malinen, City Manager

RHRA

Chair

Executive Director

Action	Responsible	New or Existing	Timeline	Budget Implications	Sources of Funds	Outcome	Financial Needs			
							2013	2014	2015	2016
1. Foster, promote, and effectively communicate the advantages of living in Roseville										
A. Increase the use of HRA's financial resources, housing programs and HRC Center services by residents, property owners, and others. - Construction Services - Rehab loans (3-5 a year) - Loan closing costs/fees - General marketing	HRC HRC	Existing	Ongoing Ongoing	\$15,000 Loan pool of \$424,800 receivables \$425,000 Budget \$4,800 2012 General overall marketing and operations	Levy	Revolving loan	15,000			
	HRC Staff		Upon loan closing		Levy		12,500			
	Staff	Existing	Ongoing	Staff time Participation in NAHRO, SLUC, ULI and others						
	Staff/Consultant	Existing	Ongoing	\$30,000	Levy		30,000			
	Staff/partners	Existing	Yearly	\$29,128-2012 Costs \$22,272-2011 Income	Levy	Fees	9,752.96			
	NEC/Staff	Existing	Ongoing	\$12,000 for Energy Audits	Levy		12,000			
	Staff/Consultant	Existing	Ongoing	Part of \$30,000 budget						
G. Promote innovative housing developments to foster neighborhood-level places that maximize the sense of community	Staff	New	Ongoing	Part of 2.						
2. Create and maintain high quality, sustainable multi-family housing options										
A. Increase alternative housing options and flexible designs to support both changing demographics and long term uses.	Developer/Staff	New	2012-2018	Part of 2 d. Project specific						
B. Provide financial resources to preserve and develop new housing in partnership with non-profit community groups, private sector development partners, and federal, state, and regional agencies.	Developer/Staff	Existing	Ongoing	Part of 2 d. and 2 e.	Levy	State, County, Met Council, Federal Reserve	175,000			
C. Create walkability and pedestrian connectivity in all redevelopment plans the HRA participates in.	Developer/Staff	New	Ongoing	Project specific		Met Council County Funds				
D. Provide leadership in assembling sites and/or providing financial assistance for the development of intergenerational housing. - Dale Street Station - Good Samaritan - Owasso School	Staff Developer/Staff Staff	New	2012-2014 2013-2015 2014-2016	\$686,000 acct 724 Unknown 2.4 Million		724 \$239,600 accts 720/721 Bonding Bond/Payment options				
E. Continue to provide resources that support affordable housing options in the community.	Staff	Existing	Ongoing	Part of 2 b.		\$239,600 accts 720/721 State, Cty & Met Council				
F. Identify preferred redevelopment sites and increase partnership so that HRA has a "development in the works" at all times.	Staff	New	1 per year	Part of 2 d.						
3. Create and maintain high-quality, sustainable single-family housing options.										
A. Increase resources to renovate, redevelop, and/or undertake infill projects.	Staff	New	2013 forward	Existing fund balance of \$424,800		Revolving Loan Funds				
B. Maintain and encourage a mix of housing types in each neighborhood by directly purchasing available properties for demolition and supporting new home construction.	Staff	New	2-3 Homes a year	\$200,000	Levy	CDBG Funds	200,000			
C. Ensure availability of appropriate resources to rehabilitate and upgrade existing housing stock for changing demographics.	HRC	Existing w/ possible pro-gram change	Ongoing	Existing fund balance of \$424,800		Revolving Loan Funds				
4. Prevent and eliminate blight on individual properties, neighborhoods and the entire community.										
A. Identify properties that are underutilized, deteriorated, or blighted and use available tools (such as condemnation, licensing and/or regulations) to revitalize or redevelop.	Staff/Code Officials	New	1 a year	Condemnation, Licensing, Regulations	Levy					
B. Utilize funding tools such as HIA's, Conduit Debt Financing, and Bonding to be used to promote the improvement of housing and redevelopment sites.	Staff	Existing	Ongoing review	HIA's, Conduit Debt Financing and Bonding		HIA's, Conduit Debt Financing				
C. Continue to provide resources to maintain proactive code enforcement policies to prevent nuisance properties from negatively impacting surrounding properties.	Staff	Existing	6 mo. each year	\$26,690- 2012 Account 722 for abatement	Levy	Revolving funds	28,730			
D. Continue to explore, in partnership with the City, further regulation (such as licensing) of rental units within the City and develop a better understanding of the resources needed.	Staff/Consultant Code Officials, Police	New	Start 2013 annually	Fee based program		Fee based				
E. Identify at-risk neighborhoods and create partnerships to strengthen them.	Staff	New	Start 2013 continuing	Southeast Roseville Neighborhood integration	Levy	County and State Funds				
5. Retain and attract desirable housing and businesses that lead to employment, investment, and commitment to the community.										
A. Engage the community in developing objectives that articulate business develop priorities.	Consultant/Staff	New	2013	Planning process	Levy		30,000			
B. Support the creation of redevelopment plans for areas and corridors that would benefit from reinvestment and revitalization.	Staff/Planners/ Consultant	New	Ongoing	Review previous corridor plans for use and implementation		Met Council Planning Grants				
C. Use Public-Private partnerships to encourage reinvestment, revitalization, and redevelopment of retail, office, and employment districts.	Staff/Developer/Ow ners	New	2014 ongoing	Loan program outcome from outreach process	Levy	Clean-up grants				
D. Create strong relationships with existing and prospective businesses to understand their needs and to maximize opportunities for business retention, growth, and development.	Staff/Mayor/ Consultant	New	Ongoing	Need to develop outreach and meeting process	Levy		10,000			
E. Develop programs for businesses that encourage people to live within the community.	Staff/HRC	New	2013		Levy		10 loans per year for live/work.			
F. Incentivize environmental stewardship of commercial development.	Staff/Xcel	New	2013 ongoing	Audit/resource program/loan program	Levy Levy					
G. Partner w/ City Council to pro-vide financial resources to facilitate community economic development & redevelopment objectives.	Staff	New	Ongoing	Meet with council quarterly to discuss objectives.			4 loans per year			
6. Provide the necessary staff support & resources to work with partners to ensure goals & objectives of strategic plan are accomplished in a timely manner.										
A. Review current HRA staff levels and provide any additional support needed to ensure implementation of the Strategic Plan.	CDD/Program Man./Debt Assistant Secretary Attorney	Existing	Ongoing	Increase in staff \$50000-\$60000 Increase fee to \$15,000	Levy		162,506			
B. Explore and evaluate financial resources available to support the implementation of the Strategic Plan.	Staff	New and Existing	Ongoing	Staff time	Levy	Met Council Funds, Excess TIF districts	15,000			
C. Actively promote education, growth, and advancement of staff, board members, and community members.	Staff	Existing	Ongoing				3,225			
D. Provide Quarterly Progress Report to the HRA board of all HRA's funding sources, grant programs, and overall operations.	Staff	Existing	Ongoing	Staff time						
E. Conduct an annual review with the City Council of the HRA's strategic plan and budget. A new strategic plan will be developed every four years.	Staff/consultant	Existing	Yearly meetings with Council	Update in 2016	Levy	Other programs that qualify for action				
F. Seek & nurture partnership w/ police & fire departments, neighboring cities, school districts, non-profits, and consumers to improve overall quality of life in the City.	Staff	Existing	Ongoing	Staff time. Some new programming will require additional staff time.						
Subtotal							808471			
Reserves for cash flow							+69777			
Income from Cash Carryover, Investment Income and H&G Fees							-110000			
Total Levied							698471			

Multi-family Rental Housing Licensing

The purpose of this program is to protect the public health, safety and welfare of citizens of the City who occupy rental units in Multi-family properties. This would be achieved by adopting a Rental Dwelling inspection program to provide minimum maintenance standards for existing and newly constructed Multi-family rental properties in Roseville, MN.

The Multi-family rental housing licensing program would be required for dwellings that have more than 4 units. Properties that are licensed care facilities will be exempt from an inspection program.

The program would be set as follows:

- Initially all units in each property would be inspected.
- Inspections will be done by third-party inspectors.
- The City will maintain a list of approved “City-licensed inspectors” and will provide evaluation guidelines for inspections.
- Based upon results of the inspections, properties will then be issued a License Type A, B, C, or D.
- The City-licensed inspector will send a copy of the inspection to both the City and the rental property owner or their designee.
- Costs for having the City-licensed inspector will be paid by the rental property owners and is separate from the license fee.

A completed application form and the license fee must also be submitted. The City license fee is \$100 per building and \$10 per unit. The license will be effective based upon the classification of the property. Property owners who fail to obtain or renew a license within 30 days of expiration will result in a \$500 penalty; the penalty will double every 2 weeks it remains unpaid.

Property Licensing Requirements

The type of license (A, B, C, or D) a property owner receives will be determined by the overall number of property code violations identified during the initial inspection. In addition, the City may, upon receipt of creditable third party complaints or residents with reasonable concerns, require an inspection of a unit. Upon a complaint based inspection the city may require additional units to be inspected. Upon that inspection, the City may require a license category criteria inspection be performed using the same standards as the license renewal inspection (see table below).

After the initial 100% inspection, the minimum inspection standards will be followed for license renewal:

- At least 35% of units will be inspected for properties that have between 5 – 20 units.
- At least 25% of the units will be inspected for properties that have more than 21 units.

Requirement →	Attend Roseville Multifamily Property Owner's Quarterly meetings	Participate in Crime Free Housing Program	Inspections and Licensing Fee	Mitigation Plan	Monthly Updates
License Type ↓					
Type A	Recommended	Phase 1 (recommended)	Once every 3 years	-	-
Type B	Attend 25%	Phase 1	Once every 2 years	-	-
Type C	Attend 50 %	Phases 1 & 2	Once a year	-	-
Type D	Attend 75 %	Phases 1, 2, & 3	Once every 6 months	Required - Must be completed prior to council approval	Required

Property owners who fail to meet the requirements under the Type of license criteria may be subject to doubled fees for rental licensing, repeat nuisance violations, and/or change of rental licensing type.

Violation Rate Calculation

Inspection criteria will be based upon the Building Maintenance and Preservation Code (Chapter 906). Inspection criteria and evaluators guidelines will be provided to owners and posted on the City's website. The license type will be based on the average number of code violations per inspected property.

Property Code Violations Criteria (Property Code Only)	
License Category	Property Code Violations per Inspected Unit
Type A – 3 Year	0-.75
Type B – 2 Year	Greater than .75 but not more than 1.5
Type C – 1 Year	Greater than 1.5 but not more than 3
Type D – 6 Months	Greater than 3

Example

Based on the table above, an 11-unit property would be required to have 4 units inspected ($35\% \times 11 = 3.85$)

To receive a Type A License, the 4 units could have no more than 3 violations averaged for the units inspected ($4 \times .75 = 3$)

To receive a Type B License, the 4 units could have no more than 6 violations averaged for the units inspected ($4 \times 1.5 = 6$)

To receive a Type C License, the 4 units could have no more than 12 violations averaged for the units inspected ($4 \times 3 = 12$)

Police Service Calls

Number of police service calls will also impact license types for properties. Police call rates will be based on the average number of valid police calls per property per year. Police incidences for the purpose of determining licensing categories shall include disorderly activities and nuisances. This would include but not limited to homicide, rape, robbery, aggravated assault, burglary, theft, auto theft, and arson. Calls will not be counted for purposes of determining license type where the victim and suspect are “family or household members” as defined in the Minnesota Domestic Abuse Act or calls related to medical first response.

Calls for Disorderly Conduct Services & Part I Crimes	
Impact on License Type	Calls Per Property/Year
No License Change	Still being determined*
Downgrade License by 1 Level <i>For example, a Type A would become a Type B</i>	Still being determined*
Downgrade License by 2 Levels <i>For example, a Type A would become a Type C</i>	Still being determined*

**The number of acceptable police calls per building is being reviewed with the Roseville Police Department.*

Fees

Property owners who fail to meet the requirements under the Type of license criteria may be subject to doubled fees for rental licensing and Repeat Nuisance Ordinance (RNO), Chapter 511. Enforcement of that ordinance will be coordinated between departments on a monthly basis. RNO may need to be modified based upon current use of the ordinance.

For properties that have chronic code violations that are not being resolved, the City may use the “Tenant Remediation Act.”

Cost implications to the City

To implement, coordinate, and regulate this new program, City staffing would likely need to be increased in the HRA, Community Development, Building Codes and Police departments.

This Multi-Family Rental Housing program outline is intended to provide program concepts and is draft for discussion purposes only with the Roseville City Council and the Roseville Housing Redevelopment Authority. More program specifics will follow for a Multi-Family Rental Housing Program based upon direction given to Staff. Program outlines will be available for comment by Roseville multi-family rental property owners, and residents at a future HRA meeting.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10-8-12

Item No.: 12 . a

Department Approval



City Manager Approval



Item Description: Approve LHB Consulting as Lead Consultant for the Park and Recreation Renewal Program

BACKGROUND

On November 3rd, 2010 the City Council adopted the Parks and Recreation System Master Plan.

On July 11th, 2011, the City Council authorized a \$19.025M Park and Recreation Renewal Program (PRRP).

On January 9, 2012, the City Council authorized the staff to work with Arizona State University (ASU) to implement the Best Value Procurement Method for the PRRP.

The PRRP was on hold until the litigation was cleared on July 23rd, 2012.

The first step to the implementation process is to select a lead consultant for a scope as follows:

- Coordinate planning efforts in concert with the community and city staff
- Review projects, costs, staging of improvements and implementation schedules
- Facilitate public meetings during the planning phase
- Create detail concept plans for parks and facilities
- Develop system wide design and construction standards
- Assist in the selection of sub-consultants
- Assure consistency with the adopted system wide master plan

A Request for Proposal (RFP) was prepared using the ASU Best Value Procurement format and language with final City Attorney approval.

On July 25th, 2012 the RFP was issued to (19) known qualified firms and was posted via the city web site; McGraw Hill plans exchange and other web sites.

On August 8th, 2012 a mandatory pre-proposal education/training session was held for any and all interested firms.

On August 20th, 2012, six proposals were received. The Best Value Procurement selection process began with a five member evaluation team made up of staff from Parks and Recreation and Public Works and a representative from the Parks and Recreation Commission. All firms were within the \$194,500 anticipated budget, although costs and firm names were not known to the evaluation team until the interview time.

The best value process uses six selection criteria:

- Past Performance Information (PPI)
- Project Capability
- Identification and Mitigation of Risk
- Value Added
- Cost
- Interview of Key Personnel

The submittal evaluation process is “blind” (no bias from knowledge of consultant names by the selection committee), minimizes the decision making of the selection committee, and forces the consultants to show dominant and clear reasons as to why they should be hired. The process connects value with price, forcing consultants to show dominant value. To further minimize the bias of the selection committee during the submittal evaluation process, the selection committee does the following:

1. Rates all criteria separately.
2. Justifies any high rating.
3. Does not see the price breakout and PPI until after the prioritization of the consultants.
4. Does not see the prioritization of consultants until after the prioritization is completed.

On August 28th, 2012 interviews were conducted with the project lead only from all six firms. The purpose was for them to describe their proposed plan and approach to the evaluation team.

On August 31st, 2012, the highest ranked Potential Best Value Lead Consultant was identified as LHB Consulting, at which time the clarification phase began. The clarification phase consisted of understanding better; their scope, milestone schedule, financial arrangements, assessment of risks and mitigation plans and value added plans of the proposal. The following list includes all 6 firms and their total evaluation score and base cost:

<u>Firm</u>	<u>Total Evaluation Score</u>	<u>Base Cost</u>
LHB Consulting	996.3	\$172,338
Stantec	923.6	\$169,800
SEH	838.8	\$173,000
HGA	782.6	\$193,100
SRF Consulting Group	740.4	\$190,000
WSB and Associates	706.2	\$185,500

LHB Consulting offered a strong recommendation on a well thought out Value Added Plan that will help to facilitate continued discussion with staff, citizens, community groups and other consultants for an additional cost not to exceed \$22,080. This proposal specifically offices the lead project manager from LHB at City Hall 2 days per month throughout the contract to provide that ongoing coordination.

Community input has been a very significant part of the Master Plan Update, Implementation Process and the identified Park and Recreation Renewal Program. For the Renewal Program to continue to be highly successful, it is very important that this continue. The Value Added proposal underscores the understanding of LHB Consulting on the importance of resident input/involvement in creative ways will make the difference. The Evaluation Team recommends this approach.

After completing the Best Value Procurement process and LHB demonstrating their understanding of the project, approach, fees, costs and deliverables, the evaluation team is recommending that the City enter into an agreement with LHB Consulting as the Lead Consultant for the Parks and Recreation Renewal Program (PRRP) for a scope as outlined for a cost of \$194,418 including the Value Added Item as described to be taken from the City Park and Recreation Renewal Program (PRRP) Budget.

The anticipated time to perform the work of the lead consultant is expected to be 9 months.

The next steps in the process will be to:

- Finalize the agreement between the City of Roseville and LHB Consulting
- Finalizing plan to accommodate Recreation Programs
- Finalize project packaging and schedules
- Coordinate timing of projects

POLICY OBJECTIVE

It is the policy of the City to use the Arizona State University (ASU) Best Value Procurement Method Model for the Park and Recreation Renewal Program to deliver the best value for the community.

BUDGET IMPLICATIONS

The total cost of the Lead Consultant as outlined is \$194,418 including the value added item. The cost would be paid for out of the budgeted PRRP for the identified planning and construction management costs.

STAFF RECOMMENDATION

Based on LHB Consulting firm being ranked the highest using the Best Value Procurement Method Model and the extensive community interaction proposed by LHB, staff recommends that the City enter into an agreement with LHB, in the amount of \$194,418, including the Value Added Item as outlined, to be taken from the PRRP Budget.

REQUESTED COUNCIL ACTION

Motion authorizing the Mayor and City Manager to enter into a professional services agreement with LHB Consulting for services as referenced in the attached pre-award document to assist in leading the Park and Recreation Renewal Program as outlined for a cost of \$194,418 including the Value Added community interaction item to be taken from the Park and Recreation Renewal Program Budget and with final City Attorney review and approval.

Prepared by: Lonnie Brokke, Director of Parks and Recreation
Attachments: Pre-Award Document

City of Roseville
Lead Consultant
for the
City of Roseville
2012-2015 Parks and Recreation Renewal Program

PRE AWARD DOCUMENT

Prepared By:



LHB, Inc.

21 September 2012

SECTION 1 – FINANCIAL SUMMARY

Approved Value Added Options

NO	DESCRIPTION	COST (\$)
1	To more effectively coordinate parks renewal efforts with the Parks and Recreation Department and other city departments, other jurisdictions, park users and user groups, and the general public, LHB will hold “office hours” at City Hall. Staff from LHB will be housed at City Hall for at least one day every two weeks during the course of the Lead Consultant contract. This work will be performed on an hourly basis not exceeding the amount indicated provided all work occurs within the specified project duration.	\$22,080
2		
3		
4		
5		
<i>Total Approved Value Added Options:</i>		<i>\$22,080</i>

Client Requested Scope Changes

NO	DESCRIPTION	COST (\$)
1	None	
2		
3		
4		
5		
<i>Total Approved Client Scope Changes:</i>		<i>\$0</i>

Final Cost Proposal

NO	DESCRIPTION	COST (\$)
1	Original Proposal Cost	\$172,338
2	Total Approved Value Added Options	\$22,080
3	Total Client Requested Scope Changes	\$0
Final Project Cost		\$194,418

SECTION 2 – PROJECT DURATION SUMMARY

Approved Value Added Options

NO	DESCRIPTION	DURATION
1	To more effectively coordinate parks renewal efforts with the Parks and Recreation Department and other city departments, other jurisdictions, park users and user groups, and the general public, LHB will hold “office hours” at City Hall. Staff from LHB will be housed at City Hall for at least one day every two weeks during the course of the Lead Consultant contract.	0 days added
2		
3		
4		
5		
<i>Total Approved Value Added Options:</i>		<i>0 days added</i>

Client Requested Scope Changes

NO	DESCRIPTION	DURATION
1	None	
2		
3		
4		
5		
<i>Total Approved Client Scope Changes:</i>		

Final Project Duration

NO	DESCRIPTION	DURATION (Calendar Days)
1	Original Proposal Duration (Days)	270
2	Total Approved Value Added Options (Days)	0
3	Total Client Requested Scope Changes (Days)	0
Final Project Duration		270

SECTION 3 – PROJECT SCHEDULE

A complete project schedule identifying **major** activities and actions/decisions required from the client

No	Activity / Task	Duration	Start Date	End Date
1	Receive Notice to Proceed	0 days	10/22/2012	10/22/2012
2	Define public engagement strategy	14 days	10/22/2012	11/05/2012
3	Conduct program review (sequencing of concept planning, staging of improvements, cost review, distribution of investment)	14 days	10/22/2012	11/05/2012
4	Develop concept framework for parks with early implementation potential by non-Roseville entities	14 days	11/12/2012	11/26/2012
5	Select consultant for trails, natural resources	7 days	10/29/2012	11/05/2012
4	Review trails, natural resources policies with selected consultant	14 days	11/19/2012	12/03/2012
7	Identify potential trails, natural resource projects	14 days	12/03/2012	12/17/2012
8	Define implementation actions for trails, natural resource projects	14 days	12/17/2012	12/31/2012
9	Initiate construction and design standards process	7 days	01/07/2013	01/14/2013
10	Develop concept plans (Parks Concept Design series 1)	45 days	01/21/2013	03/04/2013
11	Review concepts to best accommodate parks programs	7 days	01/28/2012	02/04/2013
12	Conduct review of needs for construction and design standards	7 days	03/04/2013	03/10/2013
13	Facilitate review of concepts for Parks Concept Design series 1 by Park and Recreation Commission and City Council	14 days	03/11/2013	03/25/2013
14	Select consultant(s) for Final Plan Development for Park series 1	7 days	03/04/2013	03/11/2013
15	Develop concept plans (Parks Concept Design series 2)	45 days	03/04/2013	04/15/2013
16	Review concepts to best accommodate parks programs	7 days	03/11/2013	03/18/2013
17	Facilitate review of concepts for Parks Concept Design series 2 by Park and Recreation Commission and City Council	14 days	04/22/2013	05/06/2013
18	Select consultant(s) for Final Plan Development for Park series 2	7 days	04/15/2013	04/21/2013
19	Develop concept plans (Parks Concept Design series 3)	45 days	04/15/2013	06/03/2013
20	Review concepts to best accommodate parks programs	7 days	04/22/2013	04/29/2013
21	Finalize construction and design standards	7 days	06/03/2013	06/10/2013
22	Facilitate review of concepts for Parks Concept Design series 3 by Park and Recreation Commission and City Council	14 days	06/10/2013	06/24/2013
23	Select consultant(s) for Final Plan Development for Park series 3	7 days	06/03/2013	06/10/2013
24	Present master plan modifications to commissions and city council	30 days	06/17/2013	07/15/2013
25	Update master plan document	14 days	07/15/2013	07/29/2013
26	Prepare parks inventory	30 days	06/17/2013	07/15/2013
27				
28				
29				

Contractor tasks are in "black", Client tasks are in "blue", Risky activities are in "red"

SECTION 4 – RISK MANAGEMENT PLAN

A complete list of all pre-identified risks that the Vendor does not control.

Identified Risk 1:	Park improvement cost escalation beyond projected budgets
Solution / Strategy:	Staff has indicated that cost projections were updates prior to issuance of the RFP and budgets were adjusted accordingly. Still, as indicators of economic activity suggest more construction activity in the coming years, the city might expect costs to increase. LHB will assess estimated costs at the concept plan stage of every park’s development using internal and, if necessary, external information sources. Internal review of cost projects will utilize historical data for similar construction projects and in-house staff with significant construction cost estimating experience. If necessary, especially for non-typical improvements and unique construction, LHB will contact two to three qualified contractors to review the work and understand the likely range of potential costs. Using that information, LHB will work with staff to assess costs and distribution of investments across the system to ensure alignment with funding mechanisms. We will also encourage the final design consultants to perform an independent assessment of the costs of implementation based on the final design/construction document drawings.
Identified Risk 2:	Failure to gain agreement on a solution for a new park in southwest Roseville
Solution / Strategy:	In the Master Plan, no conclusion is reached on a specific or preferred direction for a park in this part of the community. However, the Master Plan and the city’s Comprehensive Plan clearly indicate the need for a park in southwest Roseville and articulate policy aimed at the creation of suitable park resources for those residents. LHB intends to use the Master Plan (and the Comprehensive Plan) as a starting point for discussions—general and intensive—with residents in that part of the community. We recommend a neighborhood-based charrette (an intensive design workshop) as a method of directly engaging those residents in pursuit of a solution. The key, we believe, is to invest people in the process of finding a reasonable answer, and charging them with responsibility to assisting the city in defining appropriate solutions. While a charrette was not a part of the Master Plan engagement activities, it seems wholly appropriate that it be used for this specific park improvement. Details of a charrette will be determined with staff during the public engagement definition task (Task 2 in the Project Schedule).
Identified Risk 3:	Lack of performance by consultants selected for parks projects
Solution / Strategy:	The goal of the city’s renewal program is implementation of improvements to the community’s parks and recreation system. The citizens of Roseville benefit by having these improvements accomplished earlier in the process, and consultants selected to assist in the process of delivering the improvements need to be aligned with that direction.

	LHB, while not contractually responsible for the work of other consultants, will provide concept plans developed to guide consultants' work in alignment with the Master Plan, with detail demonstrating key concept level directions for park configuration and layout, grading, stormwater management, natural resources amenities, planting and turf establishment, site furnishings, building locations and types, and special features. The concepts will also define directions for accommodating existing or planned recreation programs and activities, concepts for protecting the public during construction activities, and desired implementation dates.. .. The key element of maintaining a schedule is to define appropriate and necessary timelines, require the consultant to identify issues that might delay their work, and, once under contract, assess consultant progress on a regular schedule, all of which we understand will be documented or requested in the city's Requests for Proposals for the preparation of final design/construction documents. If delays in delivery of consultants' work becomes apparent during the Lead Consultant contract period, LHB will work with staff to determine remedies, including, if amenable to the city, reassignment of work to other consultants LHB has made a suggestion that the trails and natural resources consultants be engaged early (Task 5 in the Project Schedule) so that their work can inform the development of concept plans. Because so much of the critical direction (including cost estimates and public engagement) is focused around the development of the concepts, these consultants must be keenly aware of the need for delivery of their work products. We envision a close relationship with these consultants during the first several months of the Lead Consultant process in order to ensure delivery of their work as the first series of park concept plans are generated. A consultant's deviation from the accepted/approved concept plans as the final design/construction documents are completed, whether in design direction, schedule, or details, will not become the responsibility of the Lead Consultant unless the city directs the Lead Consultant to participate outside the terms of the Lead Consultant agreement.
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Identified Risk 4:	Displacement of programmed park activities during implementation of improvements
Solution / Strategy:	Staff has noted the need to closely coordinate implementation planning to ensure planned park and recreation programs are not displaced. LHB intends to work with parks program staff during the development of concepts for the parks to understand the impacts of changes and to strategize methods of accommodating park programs even during construction activities. Priority will be on direct accommodation, public safety, but we may also need to consider providing temporary facilities can be defined as a part of the park improvement contract, sequencing of improvements (which may have an impact on construction costs), and, likely as a last resort, relocating activities to another park. A part of this effort will also require an assessment of the impressions of the construction site on the public and defining through the concept planning process key practices for maintaining an organized and

	secure work zone. This concern was identified during the first meeting of the clarification phase. It was not directly considered during the development of LHB’s work plan, but accommodation of park programs during renewal efforts is a task that fits the concept planning stage. We will meet with staff (using “office hours” already dedicated as a value-added element of our work) to review park plans as they are conceived, frame options for accommodating park programs, and determine an optimal solution to be carried forward to the final design/construction phase.
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Identified Risk 5:	Slow progress toward agreement on a concept plan
Solution / Strategy:	Significant public engagement during the Master Plan process allowed the city to move forward with confidence toward renewal. Still, LHB believes that an interested public will become more active at the time when real change will be considered for <i>their</i> park. While we intend a public engagement process that encourages broad and active participation, we also intend to use the Master Plan (as the adopted policy of the City of Roseville) and its various components as the starting points for discussions with parks stakeholders. We’re not starting over; it’s a process of refinement and, if we’re intending the Master Plan as a guide, citizens need to be apprised of its key directions as they share ideas and concerns during the park concept planning process. To aid in the public’s understanding of the concept planning process, the process of engaging the community and parks stakeholders will include a review of the key directions of the Master Plan at the outset of the park concept planning process (with a consistent message conveyed to the community and parks stakeholders for each park). We will demonstrate the importance of a concept plan relative to the Master Plan by: · reviewing the concept planning process and their role in that process; · defining the timeframe for their input; and · framing the bounds of decision-making for their participation. By carefully articulating HOW the public is involved, we believe the process of arriving at a decision point can be better accommodated—simply, the public is made aware of the key role they play, and our experience suggests they respond appropriately with sound direction for our work to progress.

SECTION 5 – SCOPE OVERVIEW

A clear description of “what’s in” and “what’s out” of the scope.

The city’s Request for Proposals provided a description of those services and tasks to be delivered by the city. The city shall provide public notification of meetings and other engagement activities. However, we can be supportive in that process by providing descriptions of meetings and other supportive materials.

The “brief feasibility study” for the Victoria Ballfield Complex is understood to be an exercise in configuration, not economics. LHB will study alternative layouts and orientation for the ballfield complex that support a tournament configuration, with associated support facilities for parking, concessions, restroom, storage and maintenance that accommodate the complex. The city will be responsible for any work related to assessment of revenue generation potential. As in other concept planning exercises, LHB’s work will assess the impacts of implementation on existing programs and activities and offer recommendations for accommodating those programs and activities.

LHB has only preliminarily addressed grouping of parks for the concept planning stage. The city will refine and confirm the parks that will become a part of each of the three series of concept planning explorations as a part of Program Review (Task 3). We know there are parameters, but the definition we’ve provided in our original milestone schedule was our interpretation, and it merits assessment by staff. Park program accommodation might also play a role in defining the sequence of parks considered in each series.

LHB has defined a list of deliverables related to each task in our originally submitted Milestone Schedule. That list should be incorporated as a part of this section of the Pre-Award Document.

SECTION 6 – PROJECT ASSUMPTIONS

A detailed list of all proposal assumptions that may impact cost, schedule, or satisfaction.

Assumption 1:	All work will be completed within a nine month timeframe
Solution / Strategy:	If our assumption was incorrect, we will work with the city at the outset to reframe the schedule of activities to better align our work with expectations. We framed this schedule as a reasonable approach with the understanding that the goal was delivery of park improvements under the renewal program and our work could be accomplished within 270 calendar days. Should the need arise during the project to reduce the pace of work to better accommodate the interests of the public, we will make adjustments to our milestone schedule. An extension of the time required for public review will not trigger an increase in fees, however LHB's participation at additional meetings may result in additional fees. Should LHB be asked to participate in additional meetings, we will assess the status of billings and work remaining and offer an assessment of potential additional fees. No work will proceed without an agreement being reached for any adjustment of the "Standard Agreement for Professional Services." If the city determines that reworking of a prepared by unapproved concept plan is warranted as a result of public input after the concept plan stage for that park, the reworking of the concept plan may result in additional fees. As with participation in additional meetings, we will assess our billings and work remaining to understand the impacts on the overall budget. No work will proceed without an agreement being reached for any adjustment of the "Standard Agreement for Professional Services." Extending the term of LHB's engagement or reworking concepts would be most necessary to ensure the public has proper time to respond to proposals for change—that they are satisfied with the improvements resulting from this work. The project schedule included as a part of this document assumes a start date of 22 October 2012. That schedule will be adjusted should there be a delay in the Notice to Proceed.

Assumption 2:	
Solution / Strategy:	If our assumption was incorrect, we will....

Assumption 3:	
Solution / Strategy:	If our assumption was incorrect, we will....

SECTION 7 – PROJECT ACTION ITEM CHECKLIST

A separate checklist should be created for the Client Representatives and the Vendor that includes the major activities, tasks, or decisions that will need to be made.

Vendor Action Item Checklist

No	Activity / Task / Decision	Due Date	Impact (Cost / Time)	Responsible Party
1	Define public engagement strategy (Task 2 of Project Schedule) – This task will require coordination of efforts for any parks where early implementation activities might occur; knowing which parks might have early implementation (such as Villa Park) may require advanced notice to park stakeholders to allow fair engagement prior to development of a concept plan.	11/05/2012	*	Schroeder
2	Identify trails and natural resource projects (Task 7 of the Project Schedule) – This task needs to be accomplished so that projects can be integrated into the concept planning effort. Special effort will be required for any parks where early implementation and early concept planning will occur, with deliverables needed for those parks occurring prior to the Due Date indicated.	12/17/2012	*	Schroeder
3	Develop concept plans (Task 10, 15, 19) – This task aligns directly with the transfer of design responsibility to a consultant charged with final design/construction documents.	03/04/2013 04/15/2013 06/03/2013	*	Schroeder
4				
5				

** costs are addressed in Original Proposal Cost; timing is addressed in Section 3 – Project Schedule*

Client Action Item Checklist

No	Activity / Task / Decision	Due Date	Impact (Cost / Time)	Responsible Party
1	Conduct program review (sequencing of concept planning, staging of improvements, cost review, distribution of investment) (Task 3 of Project Schedule) – This task will be performed jointly by the city and the Lead Consultant; having the proper alignment of parks in each Concept Planning series will allow the work of the Lead Consultant and the trails and natural resources consultants to be more clearly connected to the concept planning work scheduled to begin in mid-January and to allow any necessary public notices to be disseminated.	11/05/2012		Evenson
2	Develop concept framework for parks with early implementation potential by non-Roseville entities	11/12/2012		Evenson

	(Villa Park) (Task 4 of Project Schedule) – This action requires the city to define the parameters for those parks where some implementation may be performed by non-city entities. This activity will be led by the city with input from the Lead Consultant.			
3	Select consultant for trails and natural resources (Task 5 of Project Schedule) – If some parks are slated for early implementation activities or early concept planning, having the trails and natural resources consultants available is critical to achieving the goals of the Master Plan. Allowing these consultants adequate time to perform their work prior to the start of the concept planning effort requires adherence to the completion date indicated. This activity will be led by the city with input from the Lead Consultant.	11/05/2012		Evenson
4	Select consultants for final design/construction documents (Task 14, 18, 23) – With concepts plans approved, the process of implementation is expedited by having these consultants ready to proceed with their work on final design and construction documents.	03/11/2013 04/21/2013 06/10/2013		Evenson
5	Review concepts to best accommodate parks programs (Task 11, 16, 20) – The ability to manage implementation activities while accommodating current park programs requires direct input from staff prior to finalizing concepts.	02/04/2013 03/18/2013 04/29/2013		Evenson
6	Facilitate review of concepts by Parks and Recreation Commission and City Council (Task 13, 17, 22) – Concepts must be reviewed and approved prior to initiating final design/construction documents.	03/25/2013 05/06/2013 06/24/2013		Evenson

SECTION 8 – CONTACT LIST

Provide a list of critical individuals on this project (Client Representatives, Contractor, Subcontractors, Suppliers, etc)

No	Name	Company/Position	Phone	Email
1	Michael Schroeder	LHB, Inc.	612.868.2704	michael.schroeder@lhbcorp.com
2	Lydia Major	LHB, Inc.	612.752.6956	lydia.major@lhbcorp.com
3	Jason Aune	LHB, Inc.	612.752.6926	jason.aune@lhbcorp.com
4	Lonnie Brokke	City of Roseville	651.792.7101	lonnie.brokke@ci.roseville.mn.us
5	Jill Anfang	City of Roseville	651.792.7102	jill.anfang@ci.roseville.mn.us
6	Jeff Evenson	City of Roseville	651.792.7107	jeff.evenson@ci.roseville.mn.us

REQUEST FOR COUNCIL ACTION

Date: 10/8/12
Item No.: 12.b

Department Approval



City Manager Approval



Item Description: Twin Lakes Redevelopment Area Environmental Policy

BACKGROUND

The Twin Lakes Alternative Urban Areawide Review (AUAR) environmental review document was originally approved in 2001 in consideration of redevelopment of the Twin Lakes area. On October 15, 2007, the City of Roseville adopted an update to the 2001 Twin Lakes AUAR. Under Minnesota State Rules, an AUAR is required to begin the process to be updated prior to the expiration of five years from the date of adoption. In the case of the Twin Lakes AUAR, it will expire on October 15, 2012.

At the September 17, 2012 City Council meeting, staff brought forward options for the Council to consider in regards to the AUAR. It was decided to let the existing AUAR lapse and begin a new visioning process for the Twin Lakes Redevelopment Area. In the interim, staff and the City Council felt it expedient to adopt a policy regarding environmental review in the Twin Lakes Redevelopment Area.

Staff has drafted a resolution for City Council consideration that would create a policy for environmental review in the Twin Lakes Redevelopment Area. The proposed policy would state that the Twin Lakes area should be subject to an AUAR in order to ensure that development within the area cleans up existing environmental contamination and mitigates future environmental concerns. In the absence of a Twin Lakes AUAR, a development will need to draft an Environmental Assessment Worksheet (EAW) for City consideration. The requirement for an EAW can be waived by the City Council after the developer providing application to the City asking for a waiver and stating the reasons why an EAW should not be undertaken. The final decision on whether or not an EAW is done will be with the City Council. Finally the policy exempts all previously approved development within the Twin Lakes Redevelopment Area from the policy.

POLICY OBJECTIVE

The Twin Lakes Redevelopment Area has long been established as an important priority for the City of Roseville. Ensuring that proper environmental study is undertaken for the Twin Lakes area will help in the success of the Twin Lakes Redevelopment Area.

BUDGET IMPLICATIONS

There is no fiscal impact for the City with this policy.

30 **STAFF RECOMMENDATION**

31 Staff recommends approval of the Twin Lakes Redevelopment Area Environmental Policy and
32 adoption of the attached resolution.

33 **REQUESTED COUNCIL ACTION**

34 Motion to **ADOPT** a resolution establishing the Twin Lakes Redevelopment Area Environmental
35 Policy as described in Attachment A of this report.

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

Attachments:

A: Resolution establishing the Twin Lakes Redevelopment Area Environmental Policy

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the day of , 20 , at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

Twin Lakes Environmental Review Policy

WHEREAS, the City of Roseville adopted the Twin Lakes Business Park Final AUAR Update on October 15, 2007; and

WHEREAS, Chapter 4410 (Environmental Review) of the Minnesota Administrative Rules require that an AUAR be updated every five years; and

WHEREAS, The City of Roseville desires that the Twin Lakes Redevelopment Area is subject to environmental review, documentation, and mitigation; and

WHEREAS, The City of Roseville desires to establish a policy the will ensure that continual environmental oversight covers the Twin Lakes Redevelopment Area.

NOW, THEREFORE, BE IT RESOLVED, that

- 1) It is the stated policy of the City of Roseville that the Twin Lakes Redevelopment Area is subject to an Alternative Urban Areawide Review (AUAR) environmental study as defined in Chapter 4410 (Environmental Review) of the Minnesota Administrative Rules.
- 2) If an AUAR is not in place for the Twin Lakes Redevelopment Area and a proposed development exceeds the mandatory Environmental Assessment Worksheet (EAW) or Environmental Impact Statements (EIS) thresholds, the developer will be required to conduct the appropriate environmental review.

- 46
- 47 3) If an AUAR is not in place for the Twin Lakes Redevelopment Area, and a
- 48 development is not required to do a mandatory EAW or EIS, a proposed
- 49 development within the Twin Lakes Redevelopment Area will be required to
- 50 conduct an Environmental Assessment Worksheet (EAW) as provided for in
- 51 Chapter 4410.1000 (3)(A) (Discretionary EAWs) of the Minnesota
- 52 Administrative Rules unless waived by direct City Council action.
- 53
- 54 4) The preparation of the EAW shall be completed under the direction of the City
- 55 and done by City Staff and/or City-hired consultants. All costs, including City
- 56 review costs, for preparation of an EAW shall be borne by the developer. The
- 57 developer shall deposit a sufficient cash deposit to cover the costs of the
- 58 preparation, review, and completion of the EAW.
- 59
- 60 5) In order to be waived from the EAW requirement, the property owner and/or
- 61 developer shall submit a request to the City Manager requesting and exemption
- 62 and stating the reasons why their project should be exempt from any
- 63 environmental review. After the waiver request is received, the City Manager
- 64 will schedule the matter for consideration and decision by the City Council.
- 65
- 66 6) Developments approved prior to October 15, 2012 within the Twin Lakes
- 67 Redevelopment Area are exempt from this policy. Development is deemed
- 68 approved under this policy when all site plans have been approved by the City
- 69 Community Development Department and all plats required for subsequent
- 70 development have been approved by the City Council.
- 71

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

73

74 , and upon a vote being taken thereon, the following voted in favor thereof:

75

76 and the following voted against the same: none.

77

78 WHEREUPON said resolution was declared duly passed and adopted.

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