City of ROSEVILLE Minnesota, USA

City Council Agenda

Monday, October 15, 2012

6:00 p.m.

City Council Chambers

(Times are Approximate)

6:00 p.m.	**1.**	**Roll Call**
		Voting & Seating Order: McGehee, Pust, Johnson, Willmus, Roe
6:02 p.m.	**2.**	**Approve Agenda**
		Interviews for Human Rights Commission
6:05 p.m.		Brian Wiger
6:15 p.m.		Linda Hartz Rump
6:25 p.m.		Michael Barsamian
6:35 p.m.		Scot Becker
6:45p.m.	**3.**	**Public Comment**
	4.	**Council Communications, Reports and Announcements**
	5.	**Recognitions, Donations and Communications**
	6.	**Approve Minutes**
6:55 p.m.		a. Approve Minutes of October 8, 2012 Meeting
7:00 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. Accept Roseville Area High School Police Liaison Officer Agreement For The 2012-2013 School Year
		e. Set November 14 Special Meeting as Date to Canvass Election Results
		f. Adopt Multi-Agency Law Enforcement Agreement--Minnesota Internet Crimes Against Children Task Force (MICAC)

g. Adopt PERA Resolution for Part-Time Firefighters

h. Authorize Metropolitan Council Environmental Services Municipal Inflow and Infiltration Grant Application

i. Approve a Memorandum of Understanding (MOU) between the Roseville Housing and Redevelopment Authority (RHRA) and the City of Roseville regarding the sale of the Dale Street Fire Station Property to the RHRA

7:10 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

10. Presentations

11. Public Hearings

12. Business Items (Action Items)

7:15 p.m. a. Approve LHB Consulting as Lead Consultant for the Park and Recreation Renewal Program

13. Business Items – Presentations/Discussions

7:35 p.m. a. Budget Discussion

9:15 p.m. **14. City Manager Future Agenda Review**

9:20 p.m. **15. Councilmember Initiated Items for Future Meetings**

9:30 p.m. **16. Adjourn**

Some Upcoming Public Meetings………

Monday	Oct 22	6:00 p.m.	City Council Meeting
Tuesday	Oct 23	6:30 p.m.	Public Works, Environment & Transportation Commission
November			
Thursday	Nov 1	6:30 p.m.	Parks & Recreation Commission
Wednesday	Nov 7	6:30 p.m.	Planning Commission
Monday	*Nov 12*		*City Offices Closed – Veterans Day*
Wednesday	Nov 14	6:30 p.m.	Ethics Commission
Monday	Nov 19	6:00 p.m.	City Council Meeting

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

Carolyn Curti

Full Name: Michael Barsamian
Last Name: Barsamian
First Name: Michael

Home Address:
Roseville, MN 55113

Home:

E-mail:
E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If Other, please list name:

How did you learn about this Commission position?: Other

If Other, please describe: Next door South Owasso email from the city

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Michael Barsamian

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 9

Work Experience (especially as it relates to the Commission/Board for which you are applying): 4 years Air Force - Honorably discharged
7 years U.P.S. driver - meeting and working with people from all walks of life.
4 years Pillsbury - Production Team Leader
21 years 3M. Currently employed with 3M

Education:: High School Graduate - Roosevelt HS Mpls. Mn

Civic and Volunteer Activities (Past and Present):: I have volunteered at a few food shelves packing boxes with co-workers from 3M.

Please state your reasons for wanting to serve on the Commission/Board:: I am at the stage of my life that I would like to give back more to the community then I currently do. My daughter is married and lives in Arizona. I now have the time for more community involvement. From the full time jobs that I have listed, I have also had many part time jobs also. I have a diverse background working with people of all walks of life. I am a very well rounded individual.

What is your view of the role of this Commission/ Board?: The current board does a good job.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I have worked in Customer Service 2 years, Finance (Controllers - 11 years), I currently work in the 3M Pricing department.

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodicaly made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 10/5/2012 4:46:24 PM

Carolyn Curti

Full Name: Brian E. Wiger
Last Name: Wiger
First Name: Brian

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If Other, please list name:

How did you learn about this Commission position?: Contacted by Council or Commission member

If Other, please describe:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Brian E. Wiger

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 1

Work Experience (especially as it relates to the Commission/Board for which you are applying): I work for SUPERVALU in a role that works with several different business units and individuals from around the world. One of my key strengths is working people to accomplish business goals.

Education:: I am currently enrolled at Cardinal Stritch University seeking a Bachelor of Science in Business Management- expected graduation in 2016.

Civic and Volunteer Activities (Past and Present):: I have volunteered recently for MN United for All Families.

Please state your reasons for wanting to serve on the Commission/Board:: I am a first time home owner and I take a lot of pride in my community. By serving on this commission, I will ensure that all the people of Roseville are treated equally.

What is your view of the role of this Commission/ Board?: The Human Rights Commission should showcase Roseville as a city that is welcoming to all!

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

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Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 10/7/2012 10:22:45 PM

Carolyn Curti

Full Name: Vicci Johnson
Last Name: Johnson
First Name: Vicci

Business Address:
Roseville, MN 55113

Home:

E-mail:
E-mail Display As:

Please check commission applying for: Human Rights Commission

If other, please list name:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Vicci Johnson

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: Since 1998

Work Experience (especially as it relates to the Commission/Board for which you are applying): In 2009 I retired from the St. Paul Public School, as a Band Director. I primarily taught junior high, but I also some elementary and some high school. The St. Paul Public Schools student body is diverse: Hmong, Hispanic, Caucasion, African-Americn, Native American, Thailand, Vietnamese, Somolian, and a few first generation Russians. Call St. Paul Schools Human Resources to confirm, or former principal Dr. Winston Tucker, currently administrator at Highland Sr. High in St. Paul.
I have had great practice negotiating with diverse communities to insure their children are successful in school, and facilitated partnerships between my school music program, the Guthrie Theater, MPR, Dakota Grill (jazz club), the Minnesota Orchestra, NY Lincoln Center, extensive fund raising, and for 2 years the Ed Chair on the BOD of the Twin Cities Jazz Society.

Education:: Varification through Human Resources of the St. Paul Public Schools Wilson High School, St. Paul Public Schools, 1963 (grew up in Midway area of St. Paul) Bachlers in Music Education K-12 Mankato State Masters in Education Hamline University, St. Paul Minnesota Masters in Fine Arts Administration, St. Mary's University Mples Campus.
Minor Theater and Operetta Production, Interlochen Mich (credits through U of Mich) Currently attending IHCC in the Para Legal Program. (Sally Dahlberg director)

Civic and Volunteer Activities (Past and Present):: Since retiring in 2009, I have volunteered for Daytons and Obama's phone banks during the last election. And attended 3 Roseville HR meetings.

Please state your reasons for wanting to serve on the Commission/Board:: My reasons are too multiple to list. However, to Oppose Voter ID, Oppose the Marriage Amendment, for starters.
I believe in the promise of the US Constitution and would like these laws applied to all citizens, this includes a National Health Care Program and a free education K-16, as Sweden or Denmark has for its citizens. However, I am not happy with the way our Constitutional rights have been legally altered and those in government that are continuing to do this. One example is the First Amendment and the Citizens United Case. There is more. i would like to see Roseville have a high school and college program as is in Kalamazoo Michigan. (NYTimes article this week).

What is your view of the role of this Commission/ Board?: I don't know. I know what I would like to do, but I need to learn how the HR Commission defines itself. And do we fit each other?
From the application, this chair is to March, 2013. Everyone needs a honeymoom. If on the HR Commission, for certain, I would have contacted the Federal Renewable Energy Grant Program in an attempt to facilitate the use of the land now assigned to Wal-Mart, to build a renewable energy farm, to power Roseville schools and city buildings, maybe more. This is being done in St. Paul by a garbage burning company operated by Lars Roeteger, who lives in Roseville. Why not Roseville

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: Not at this time. But I was very vocal about Wal-Mart and my displeasure to the City Councils decision. I may be too agressive for the community at large.

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Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 9/21/2012 7:40:14 PM

Carolyn Curti

Full Name: Linda Hartz Rump
Last Name: Rump
First Name: Linda

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If Other, please list name:

How did you learn about this Commission position?: Roseville Email News Update

If Other, please describe:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Linda Hartz Rump

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 4

Work Experience (especially as it relates to the Commission/Board for which you are applying): I have been employed at Calvary Baptist Church, 2120 Lexington Avenue North, for six years. I am the pastor for senior adults and I have a passion for protecting and championing the dignity of the elderly. Also, I was employed for two years by a small cross-cultural (Black/Caucasian/Latino) church in a northern suburb of Chicago. i was the Associate Pastor of that church.

Education:: Master of Divinity, Trinity Evangelical Divinity School, Deerfiled, Illinois.

Civic and Volunteer Activities (Past and Present):: This would be my first venture into the world of civic activity. I have volunteered extensively in the communities of faith we have been part of for the past thirty-five years.

Please state your reasons for wanting to serve on the Commission/Board:: I would love to know how the Commission operates and to serve the city in which I live.

What is your view of the role of this Commission/ Board?: I really have no idea, but am very interested in learning. I am a "learner" by nature and this is a field for which I have intense interest.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: When my husband and I married, he was an Ensign in the Navy, and after extensive training, he was assigned to four nuclear submarines. As a consequence of his thirteen years in the Navy, and work for Hewlett-Packard afterward, we have moved twenty-one times during our marriage. I have never really felt a part of the community in which we live, until now. Roseville is a wonderful place ot live and I would like to help make it even better.

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Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 10/5/2012 9:26:24 PM

Carolyn Curti

Full Name: Scot Becker
Last Name: Becker
First Name: Scot

Home Address:

Home:

E-mail:
E-mail Display As:

Please check commission applying for: Human Rights Commission

If Other, please list name:

How did you learn about this Commission position?: Other

If Other, please describe: Nextdoor

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Scot Becker

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 10

Work Experience (especially as it relates to the Commission/Board for which you are applying): Manager, United Health Group (current) Small Business Owner (Orthogonal Software Corporation) (Current, since 2001) Partner, software consulting firm (past)

Education:: BSc Electrical Engineering, University of Minnesota, Institute of Technology

Civic and Volunteer Activities (Past and Present):: Mentor at the University of Minnesota College of Science and Engineering Fundraiser for various charities Various volunteer/charity activities Member of Social Responsibility Committee, United Health Group CSD

Please state your reasons for wanting to serve on the Commission/Board:: I'm continually looking for ways to engage and serve my community – both in a global sense (i.e. humanity) and at the local level (i.e. Roseville and my immediate neighborhood). I've also had a life-long interest in politics, especially as it relates to the state and local level, and history (relevant in this case to the impact that the concept of human rights has had to the evolution of our society and nation).

Government often has the most impact on an individual's life at the local level, and as such I feel in serving on this committee can directly help people, which is my ultimate goal for all volunteer activities.

What is your view of the role of this Commission/ Board?: Serve in an advisory capacity to the city council on human rights issues, act as a general community liaison, provide direct an additional means for public engagement with the city of Roseville, provide leadership on human rights issues, and drive related engagement with various local groups to include student engagement.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I've been a Roseville resident since April of 2003 and I plan to continue raise my family in the area for many years to come. I've come to appreciate all that Roseville has to offer its citizens -- and I want to contribute.

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Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 10/8/2012 3:57:19 PM

Date: October 15, 2012
Item: 6.a
Approve October 8, 2012
Council Minutes

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/2012
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	$874,789.38
67857-67943	$308,404.95
Total	1,183,194.33

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: 10/9/2012 - 2:06 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/02/2012	G.O. Bond Issue # 25 (99 & 09)	Bond Interest Payment	Depository Trust Agency- ACH	Debt Service Interest Payment	6,000.00
0	10/02/2012	GO Bonds #27 (2003)	Bond Interest Payment	Depository Trust Agency- ACH	Debt Service Interest Payment	105,516.88
0	10/02/2012	GO Equipment Certif (2008A)	Bond Interest Payment	Depository Trust Agency- ACH	Debt Service Interest Payment	30,713.75
0	10/02/2012	G.O. Housing Revenue (2009)	Bond Interest Payment	Depository Trust Agency- ACH	Debt Service Interest Payment	24,593.75
0	10/02/2012	Future Bond Fund Fire Station	Bond Interest Payment	Depository Trust Agency- ACH	Debt Service Interest Payment	152,386.90
0	10/02/2012	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	244.90
0	10/02/2012	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	98.84
0	10/02/2012	Information Technology	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	135.09
0	10/02/2012	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	2,753.62
0	10/02/2012	Recreation Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	26.50
0	10/02/2012	P & R Contract Mantenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	86.61
0	10/02/2012	Community Development	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	4.95
0	10/02/2012	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	412.41
0	10/02/2012	Police Vehicle Revolving	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	137.50
0	10/02/2012	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	7.08
0	10/02/2012	Sanitary Sewer	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	84.82
0	10/02/2012	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	14,641.08
0	10/02/2012	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	3,145.37
0	10/02/2012	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	22.36
0	10/02/2012	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	24.89
0	10/02/2012	Storm Drainage	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	45.13
0	10/02/2012	Solid Waste Recycle	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-Sept 2012	2.85
0	10/02/2012	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	August Fuel Tax	206.63
0	10/02/2012	Recreation Fund	Credit Card Fees	US Bank-ACH	August Terminal Charges	92.48
0	10/02/2012	Community Development	Credit Card Service Fees	US Bank-ACH	August Terminal Charges	942.14
0	10/02/2012	Golf Course	Credit Card Fees	US Bank-ACH	August Terminal Charges	675.97
0	10/02/2012	Sanitary Sewer	Credit Card Service Fees	Bluefin Payment Systems-ACH	August UB Payments.com Charges	3,251.10
0	10/02/2012	Internal Service - Interest	Investment Income	RVA- ACH	August Interest	292.82
0	10/02/2012	General Fund	Postage	Pitney Bowes - Monthly ACH	September Postage	3,000.00
0	10/02/2012	Workers Compensation	Sewer Department Claims	SFM-ACH	September Work Comp Claims	199.93
0	10/02/2012	Workers Compensation	Parks & Recreation Claims	SFM-ACH	September Work Comp Claims	1,454.43
0	10/02/2012	Workers Compensation	Police Patrol Claims	SFM-ACH	September Work Comp Claims	7,369.67
0	10/02/2012	Workers Compensation	Street Department Claims	SFM-ACH	September Work Comp Claims	47.86

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	358,618.31
0	10/03/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	12,401.31
0	10/03/2012	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	159.02
0	10/03/2012	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	976.79
0	10/03/2012	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	145.26
0	10/03/2012	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	1,710.68
0	10/03/2012	P & R Contract Mantenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	787.19
0	10/03/2012	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	1,312.90
0	10/03/2012	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	1,137.75
0	10/03/2012	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	3.06
0	10/03/2012	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	693.66
0	10/03/2012	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	510.85
0	10/03/2012	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	263.48
0	10/03/2012	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	370.07
0	10/03/2012	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.10.2012 State Incom	36.88
0	10/03/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	2,720.46
0	10/03/2012	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	30.42
0	10/03/2012	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	206.51
0	10/03/2012	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	45.91
0	10/03/2012	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	359.25
0	10/03/2012	P & R Contract Mantenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	169.74
0	10/03/2012	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	257.94
0	10/03/2012	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	272.96
0	10/03/2012	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	0.74
0	10/03/2012	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	137.17
0	10/03/2012	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	119.08
0	10/03/2012	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	50.14
0	10/03/2012	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	78.41
0	10/03/2012	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.10.2012 Post Emplo	10.05
0	10/03/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	21,066.19
0	10/03/2012	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	190.15
0	10/03/2012	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,349.68
0	10/03/2012	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	287.04
0	10/03/2012	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	2,644.66
0	10/03/2012	P & R Contract Mantenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,170.93
0	10/03/2012	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,721.97
0	10/03/2012	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,705.96
0	10/03/2012	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	4.60
0	10/03/2012	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	857.23
0	10/03/2012	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	744.17
0	10/03/2012	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	377.48
0	10/03/2012	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	489.97

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	62.79
0	10/03/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	28,990.74
0	10/03/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	190.15
0	10/03/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,349.68
0	10/03/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	287.04
0	10/03/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	2,644.66
0	10/03/2012	P & R Contract Mantenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,170.93
0	10/03/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,721.97
0	10/03/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	1,705.96
0	10/03/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	4.60
0	10/03/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	857.23
0	10/03/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	744.17
0	10/03/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	377.48
0	10/03/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	489.97
0	10/03/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera Emplo	62.79
0	10/03/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	834.71
0	10/03/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	30.42
0	10/03/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	215.94
0	10/03/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	45.91
0	10/03/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	423.17
0	10/03/2012	P & R Contract Mantenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	187.36
0	10/03/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	275.54
0	10/03/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	272.96
0	10/03/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	0.74
0	10/03/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	137.17
0	10/03/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	119.08
0	10/03/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	60.40
0	10/03/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	78.41
0	10/03/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.10.2012 Pera additio	10.05
0	10/03/2012	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	6,848.93
0	10/03/2012	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	431.66
0	10/03/2012	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	1,370.23
0	10/03/2012	P & R Contract Mantenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	280.00
0	10/03/2012	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	432.60
0	10/03/2012	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	50.00
0	10/03/2012	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	204.06
0	10/03/2012	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	225.00
0	10/03/2012	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	10.00
0	10/03/2012	Solid Waste Recycle	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.10.2012 MNDCP De	16.36
0	10/03/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	30,168.11
0	10/03/2012	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	466.08
0	10/03/2012	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	2,507.36
0	10/03/2012	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	306.35
0	10/03/2012	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	3,980.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	P & R Contract Mantenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	1,825.27
0	10/03/2012	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	3,393.03
0	10/03/2012	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	2,612.44
0	10/03/2012	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	5.04
0	10/03/2012	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	1,787.88
0	10/03/2012	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	1,283.96
0	10/03/2012	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	495.94
0	10/03/2012	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	819.04
0	10/03/2012	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Federal Inco	79.49
0	10/03/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	4,739.70
0	10/03/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	127.69
0	10/03/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	882.20
0	10/03/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	185.49
0	10/03/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,949.14
0	10/03/2012	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	799.56
0	10/03/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,137.55
0	10/03/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,092.86
0	10/03/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	3.50
0	10/03/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	582.70
0	10/03/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	492.07
0	10/03/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	286.73
0	10/03/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	374.58
0	10/03/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	40.79
0	10/03/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	6,996.72
0	10/03/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	188.50
0	10/03/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,302.30
0	10/03/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	273.82
0	10/03/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	2,877.26
0	10/03/2012	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,180.32
0	10/03/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,679.26
0	10/03/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	1,613.29
0	10/03/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	5.18
0	10/03/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	860.17
0	10/03/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	726.39
0	10/03/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	423.29
0	10/03/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	552.96
0	10/03/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 FICA Emplo	60.21
0	10/03/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	3,942.62
0	10/03/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	44.08
0	10/03/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	304.57
0	10/03/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	64.04
0	10/03/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	672.90
0	10/03/2012	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	276.06
0	10/03/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Er	392.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	377.27
0	10/03/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	1.22
0	10/03/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	201.17
0	10/03/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	169.88
0	10/03/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	98.99
0	10/03/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	129.31
0	10/03/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	14.08
0	10/03/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	3,942.62
0	10/03/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	44.08
0	10/03/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	304.57
0	10/03/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	64.04
0	10/03/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	672.90
0	10/03/2012	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	276.06
0	10/03/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	392.70
0	10/03/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	377.27
0	10/03/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	1.22
0	10/03/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	201.17
0	10/03/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	169.88
0	10/03/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	98.99
0	10/03/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	129.31
0	10/03/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	14.08
0	10/03/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	-99.07
0	10/03/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	-7.79
0	10/03/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.10.2012 Medicare Ei	-7.79
					Check Total:	205,226.56
0	10/03/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Trash Can, Aviation Snips	42.83
0	10/03/2012	Golf Course	Operating Supplies	Suburban Ace Hardware-ACH	Nuts and Bolts	17.62
0	10/03/2012	Recreation Fund	Operating Supplies	Jo-Ann Fabrics-ACH	Camp Supplies	14.92
0	10/03/2012	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies	152.48
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	4.27
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	11.27
0	10/03/2012	Recreation Fund	Operating Supplies	Office Depot- ACH	Office Furniture	591.29
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	62.81
0	10/03/2012	General Fund	Operating Supplies	Fireworks Forever-ACH	Smoke Sticks for Public Event	52.49
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	74.94
0	10/03/2012	Golf Course	Operating Supplies	Fastenal-ACH	Lawn Mower Parts	5.83
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	25.65
0	10/03/2012	Boulevard Landscaping	Operating Supplies	Advance Shoring Company-ACH	Concrete Sealer	301.35
0	10/03/2012	Housing & Redevelopment Agency	Professional Services	Vroman Systems-ACH	Living Smarter Online Form	49.95
0	10/03/2012	General Fund	Operating Supplies	S & T Office Products-ACH	Office Supplies	59.13
0	10/03/2012	Sanitary Sewer	Operating Supplies	Boaters Outlet-ACH	Spool	9.09
0	10/03/2012	Golf Course	Vehicle Supplies	Mills Fleet Farm-ACH	Battery	27.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Clamps	21.94
0	10/03/2012	License Center	Office Supplies	Office Depot- ACH	Office Supplies	25.68
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	41.10
0	10/03/2012	General Fund	Miscellaneous Revenue	Network Liquors-ACH	Inadvertant City Card Purchase-Malir	20.81
0	10/03/2012	License Center	Office Supplies	S & T Office Products-ACH	Office Supplies	71.47
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Mills Fleet Farm-ACH	Shop Supplies	83.43
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Suburban Ace Hardware-ACH	Couplings, Adapters, Fasteners	46.57
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	24.49
0	10/03/2012	General Fund	Miscellaneous	Ol Mexico-ACH	CIP Task Force Meeting Expenses	37.00
0	10/03/2012	Community Development	Memberships & Subscriptions	City Business-ACH	Annual Subscription	59.00
0	10/03/2012	P & R Contract Mantenance	Miscellaneous	Suburban Ace Hardware-ACH	No Receipt-Norman	12.82
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	4.57
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	2.52
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	3.20
0	10/03/2012	Recreation Fund	Operating Supplies	Michaels-ACH	P & R Supplies	16.71
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-ACH	Fence Supplies	150.37
0	10/03/2012	Information Technology	Operating Supplies	Amazon.com- ACH	Serial Converters	38.64
0	10/03/2012	Information Technology	Use Tax Payable	Amazon.com- ACH	Sales/Use Tax	-2.49
0	10/03/2012	Golf Course	Operating Supplies	Home Depot- ACH	Deck Supplies	8.41
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	18.34
0	10/03/2012	General Fund	Operating Supplies	American Weigh Scales-ACH	High Capacity Scale	412.57
0	10/03/2012	General Fund	209001 - Use Tax Payable	American Weigh Scales-ACH	Sales/Use Tax	-26.54
0	10/03/2012	General Fund	Operating Supplies	Hammerhead Industries-ACH	Station Supplies	112.98
0	10/03/2012	General Fund	209001 - Use Tax Payable	Hammerhead Industries-ACH	Sales/Use Tax	-7.27
0	10/03/2012	General Fund	Professional Services	Jackson Ramp-ACH	Met Council Meeting Parking	6.00
0	10/03/2012	Recreation Fund	Office Supplies	Staples-ACH	Office Supplies	46.33
0	10/03/2012	P & R Contract Mantenance	Conferences	Mn Recreation & Park-ACH	Annual Conference	390.00
0	10/03/2012	Recreation Fund	Conferences	Mn Recreation & Park-ACH	Annual Conference	2,010.00
0	10/03/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	17.25
0	10/03/2012	General Fund	Operating Supplies	S & T Office Products-ACH	Office Supplies	46.60
0	10/03/2012	Golf Course	Vehicle Supplies	Cushman Motors-ACH	Ignition Key Supplies	86.37
0	10/03/2012	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Paver Brick	28.90
0	10/03/2012	P & R Contract Mantenance	Miscellaneous	North Hgts Hardware Hank-ACH	No Receipt-Norman	34.25
0	10/03/2012	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies	200.47
0	10/03/2012	Recreation Fund	Operating Supplies	Home Depot- ACH	Boards, Concrete Mix	173.62
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Craft Supplies	4.77
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	3.31
0	10/03/2012	Water Fund	Operating Supplies	Harbor Freight Tools-ACH	Tie Down Set	67.47
0	10/03/2012	Recreation Fund	Clothing	Ipromoteu-ACH	Clothing Supplies	268.88
0	10/03/2012	Water Fund	Operating Supplies	McMaster-Carr-ACH	Water Meter Supplies	165.86
0	10/03/2012	Golf Course	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	88.40
0	10/03/2012	Recreation Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	275.40
0	10/03/2012	P & R Contract Mantenance	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	516.80
0	10/03/2012	General Fund	Contract Maint. - City Hall	Nitti Sanitation-ACH	Regular Service	153.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	General Fund	Contract Maint. - City Garage	Nitti Sanitation-ACH	Regular Service	224.40
0	10/03/2012	General Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	142.80
0	10/03/2012	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Fishing Supplies	13.24
0	10/03/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Trash Can, Aviation Snips	61.06
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-ACH	Playground Supplies	7.58
0	10/03/2012	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies-Credit	-66.54
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	HANC Supplies	46.34
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	P & R Suplies	13.36
0	10/03/2012	General Fund	Vehicle Supplies	Harbor Freight Tools-ACH	Shop Supplies	64.23
0	10/03/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	41.70
0	10/03/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Rug Pad, Shears, Lopper	58.35
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	AARP Class Supplies	25.27
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	HANC General Supplies	17.43
0	10/03/2012	General Fund	Operating Supplies	SuperMediaStore-ACH	DVD 100 Pack	122.85
0	10/03/2012	General Fund	209001 - Use Tax Payable	SuperMediaStore-ACH	Sales/Use Tax	-7.90
0	10/03/2012	General Fund	Operating Supplies	Fitzco-ACH	Security Seal Pouch	50.35
0	10/03/2012	Recreation Fund	Training	Ruttgers Sugar Lake Lodge ACH	Training Lodging	150.00
0	10/03/2012	Police Forfeiture Fund	Professional Services	Animal Care Equipment-ACH	Animal Catcher	1,825.37
0	10/03/2012	Police Forfeiture Fund	Use Tax Payable	Animal Care Equipment-ACH	Sales/Use Tax	-117.42
0	10/03/2012	Recreation Fund	Operating Supplies	Dollar Tree-ACH	P & R Supplies	9.64
0	10/03/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	23.53
0	10/03/2012	General Fund	Operating Supplies	Now & Later-ACH	Public Event Supplies	6.52
0	10/03/2012	General Fund	Operating Supplies	Grainger-ACH	Station Supplies	139.37
0	10/03/2012	Storm Drainage	Transportation	Certified Laboratories-ACH	Windshield Cleaner	98.92
0	10/03/2012	General Fund	Vehicle Supplies	Certified Laboratories-ACH	Windshield Cleaner	98.92
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Menards-ACH	Arboretum Supplies	36.22
0	10/03/2012	General Fund	Operating Supplies	Olive Garden-ACH	Employee Interviewers Food	59.63
0	10/03/2012	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Liquid Nails, Distilled Water	18.49
0	10/03/2012	Recreation Fund	Operating Supplies	Party City-ACH	P & R Supplies	8.56
0	10/03/2012	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	P & R Supplies	5.22
0	10/03/2012	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	P & R Supplies	11.42
0	10/03/2012	Golf Course	Operating Supplies	MIDC Enterprises- ACH	Irrigation System Supplies	14.58
0	10/03/2012	General Fund	Operating Supplies City Garage	Harbor Freight Tools-ACH	Boot Brush	8.56
0	10/03/2012	General Fund	Operating Supplies	Twin Cities Inflatables-ACH	National Night Out Supplies	348.16
0	10/03/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	191.90
0	10/03/2012	Information Technology	Telephone	Sprint-ACH	Cell Phones	697.61
0	10/03/2012	Recreation Fund	Telephone	Sprint-ACH	Cell Phones	250.33
0	10/03/2012	P & R Contract Mantenance	Telephone	Sprint-ACH	Cell Phones	40.82
0	10/03/2012	Golf Course	Telephone	Sprint-ACH	Cell Phones	88.79
0	10/03/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	58.43
0	10/03/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	379.94
0	10/03/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	184.74
0	10/03/2012	Telecommunications	Telephone	Sprint-ACH	Cell Phones	47.98
0	10/03/2012	Water Fund	Telephone	Sprint-ACH	Cell Phones	88.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Menards-ACH	Arboretum Supplies	42.33
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Suburban Ace Hardware-ACH	Primer	24.61
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Natures Kitchen Supplies	118.90
0	10/03/2012	Recreation Fund	Operating Supplies	Target- ACH	Flying Colors Supplies	12.18
0	10/03/2012	P & R Contract Mantenance	Telephone	Sprint-ACH	Cell Phones	202.47
0	10/03/2012	Storm Drainage	Telephone	Sprint-ACH	Cell Phones	136.49
0	10/03/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	1,649.75
0	10/03/2012	Information Technology	Telephone	Sprint-ACH	Cell Phones	394.93
0	10/03/2012	General Fund	Operating Supplies	Dollar Tree-ACH	National Night Out Supplies	10.36
0	10/03/2012	Golf Course	Operating Supplies	Hejny Rental Inc-ACH	Stump Grinder	217.63
0	10/03/2012	P & R Contract Mantenance	Operating Supplies	Fra Dor-ACH	Soil Mix	74.99
0	10/03/2012	Recreation Fund	Operating Supplies	Swank Motion Pictures-ACH	Movies	397.43
0	10/03/2012	Recreation Fund	Operating Supplies	Suburban Ace Hardware-ACH	Flying Colors Supplies	22.47
0	10/03/2012	Telecommunications	Use Tax Payable	Amazon.com- ACH	Sales/Use Tax	-1.35
0	10/03/2012	Telecommunications	Operating Supplies	Amazon.com- ACH	The Art of Convening Book	20.92
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	AARP Driving Class Supplies/Club 5	7.79
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	AARP Driving Class Supplies/Club 5	5.12
0	10/03/2012	General Fund	Operating Supplies	Party City-ACH	National Night Out Supplies	47.33
0	10/03/2012	General Fund	Operating Supplies	B-Dale BP-ACH	Non-Oxygenated Fuel	20.13
0	10/03/2012	Recreation Fund	Professional Services	U of M Golf-ACH	Youth Golf Class	30.00
0	10/03/2012	Storm Drainage	Operating Supplies	Menards-ACH	Cement Supplies	87.58
0	10/03/2012	General Fund	Operating Supplies City Garage	Suburban Ace Hardware-ACH	Fasteners	8.53
0	10/03/2012	Recreation Fund	Operating Supplies	Cub Foods- ACH	Natures Kitchen Supplies	2.99
0	10/03/2012	Recreation Fund	Operating Supplies	Party City-ACH	Flying Colors Supplies	16.06
0	10/03/2012	General Fund	Vehicle Supplies	Harbor Freight Tools-ACH	Boot Brush	139.25
0	10/03/2012	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	Forfeiture Forms	149.98
0	10/03/2012	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	DNS Hosting Fee	107.50
0	10/03/2012	General Fund	Contract Maintenance Vehicles	Abra Auto-ACH	Window	226.24
0	10/03/2012	Sanitary Sewer	Operating Supplies	Batteries Plus-ACH	Batteries	24.59
0	10/03/2012	Community Development	Operating Supplies	Office Depot- ACH	Office Supplies	36.71
0	10/03/2012	Recreation Fund	Miscellaneous	Office Depot- ACH	No Receipt-Boettcher	17.66
					Check Total:	17,104.66
0	10/04/2012	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	3,099.90
0	10/04/2012	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	325.00
0	10/04/2012	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	597.11
0	10/04/2012	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	358.34
0	10/04/2012	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	50.00
0	10/04/2012	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	50.00
0	10/04/2012	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.10.2012 ICMA Defe	50.00
0	10/04/2012	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.10.2012 Local 320 U	445.00
0	10/04/2012	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.10.2012 Minnesota I	235.67
0	10/04/2012	General Fund	Union Dues Deduction	LELS	PR Batch 00001.10.2012 Lels Union	1,665.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/04/2012	General Fund	Operating Supplies	MES, Inc.	Boots	319.47
0	10/04/2012	General Fund	Operating Supplies	MES, Inc.	Clothing Supplies	747.38
0	10/04/2012	P & R Contract Mantenance	Operating Supplies	Linder's Commercial	Garden Supplies	111.06
0	10/04/2012	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	32.19
0	10/04/2012	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-Sept 2012	250.00
0	10/04/2012	Recreation Fund	Transportation	Lauren Deal	Mileage Reimbursement	128.54
0	10/04/2012	Water Fund	Clothing	Robert Luger	Reimbursement for Boots	184.99
0	10/04/2012	License Center	Transportation	Jill Theisen	Mileage Reimbursement	209.79
0	10/04/2012	Non Motorized Pathways	NESCC-Fairview Pathway	T. A. Schifsky & Sons, Inc.	Fairview Pathway	196,371.30
0	10/04/2012	General Fund	Miscellaneous	City of Maplewood	Human Rights Commission Forum Co	100.00
0	10/04/2012	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	192.31
0	10/04/2012	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	486.00
0	10/04/2012	General Fund	Training	Brad Stene	Training Mileage Reimbursement	117.99
0	10/04/2012	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	293.35
0	10/04/2012	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	39,886.80
0	10/04/2012	P & R Contract Mantenance	Contract Maintenance	Yale Mechanical, LLC	RPZ Testing	780.00
0	10/04/2012	P & R Contract Mantenance	Contract Maintenance	Yale Mechanical, LLC	Damaged RPZ Replacement	2,362.75
0	10/04/2012	General Fund	Vehicle Supplies	Advanced Graphix, Inc.	Reflective License Plates	447.50
0	10/04/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	105.97
0	10/04/2012	License Center	Office Supplies	Uline	Taka a Number System Ticket	149.01
0	10/04/2012	General Fund	Utilities - Old City Hall	Xcel Energy	Historical Society	34.56
0	10/04/2012	General Fund	Motor Fuel	Yocum Oil	2012 Blanket PO for Fuel - State cont	12,073.78
0	10/04/2012	General Fund	Utilities	Xcel Energy	Civil Defense	27.15
0	10/04/2012	Golf Course	Utilities	Xcel Energy	Golf	501.37
0	10/04/2012	General Fund	Utilities	Xcel Energy	Fire Stations	705.35
0	10/04/2012	P & R Contract Mantenance	Utilities	Xcel Energy	P&R	3,146.78
0	10/04/2012	Sanitary Sewer	Utilities	Xcel Energy	Sewer	55.08
0	10/04/2012	Recreation Fund	Utilities	Xcel Energy	Skating Center	7,604.92
0	10/04/2012	General Fund	Utilities	Xcel Energy	Traffic Signal	2,351.73
0	10/04/2012	Storm Drainage	Utilities	Xcel Energy	Storm Water	-6.49
0	10/04/2012	General Fund	Utilities	Xcel Energy	Street Light	6,775.59
0	10/04/2012	General Fund	Utilities	Xcel Energy	Street Lights	35.20
0	10/04/2012	General Fund	Utilities	Xcel Energy	Street Lights	30.95
0	10/04/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Vehicle Supplies/Repair	490.90
0	10/04/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Vehicle Supplies/Repair	240.53
0	10/04/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Vehicle Supplies/Repair	2,214.81
0	10/04/2012	Recreation Fund	Memberships & Subscriptions	MRPA	Qty 156 - USSSA Team Memberships	3,276.00
0	10/04/2012	General Fund	Operating Supplies	Metal Supermarkets	Tubing	96.41
0	10/04/2012	P & R Contract Mantenance	Operating Supplies	General Industrial Supply Co.	Cable Assemblies	52.63
0	10/04/2012	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Nitrile Gloves	32.48
0	10/04/2012	P & R Contract Mantenance	Operating Supplies	Grainger Inc	Motor	355.47
0	10/04/2012	General Fund	Op Supplies - City Hall	Grainger Inc	Photo CTRL	60.28
0	10/04/2012	General Fund	Op Supplies - City Hall	Grainger Inc	Fluorescent Lamps	199.69
0	10/04/2012	General Fund	Vehicle Supplies	Larson Companies	2012 Blanket PO for Vehicle Repairs	35.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/04/2012	General Fund	Training	Superior Signal Company, LLC	Superior #2B	113.08
0	10/04/2012	General Fund	209001 - Use Tax Payable	Superior Signal Company, LLC	Sales/Use Tax	-7.27
0	10/04/2012	Recreation Fund	Professional Services	Mn Volleyball Headquarters, Inc.	Youth Leagues	2,366.00
0	10/04/2012	Golf Course	Operating Supplies	Tessman Seed Co - St. Paul	Seed	382.62
0	10/04/2012	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	20.38
0	10/04/2012	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	72.81
0	10/04/2012	Recreation Fund	Operating Supplies	Innovative Office Solutions	Office Supplies	27.96
0	10/04/2012	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	320.77
					Check Total:	293,839.85
67857	10/04/2012	Community Development	Training	10,000 Lakes Chapter	Building Officials Training	840.00
					Check Total:	840.00
67858	10/04/2012	Recreation Fund	Professional Services	AARP	Driving Class	218.00
					Check Total:	218.00
67859	10/04/2012	Recreation Fund	Professional Services	AARP	Driving Class	366.00
					Check Total:	366.00
67860	10/04/2012	Contracted Engineering Svcs	Deposits	Ace Blacktop, Inc.	Escrow Return: 1310 County Road B	3,000.00
					Check Total:	3,000.00
67861	10/04/2012	East Metro SWAT	Professional Services	American Messaging	Interpreter Services	91.80
					Check Total:	91.80
67862	10/04/2012	Contracted Engineering Svcs	Deposits	Ron Anderson	Escrow Return: 2073 Chatsworth Co	3,000.00
					Check Total:	3,000.00
67863	10/04/2012	General Fund	Contract Maintenance	Atlas Business Solutions, Inc.	Annual Enhancement Plan	450.00
					Check Total:	450.00
67864	10/04/2012	Contracted Engineering Svcs	Deposits	Bald Eagle Builders	Escrow Return: 1253 Garden St	3,000.00
					Check Total:	3,000.00
67865	10/04/2012	General Fund	Vehicle Supplies	Batteries Plus	Batteries	140.49
					Check Total:	140.49
67866	10/04/2012	General Fund	Vehicle Supplies	Bauer Built, Inc.	Firehawk PVS	2,811.13
					Check Total:	2,811.13
67867	10/04/2012	Recreation Fund	Fee Program Revenue	Brian Bombeck	Damage Deposit Refund	143.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	143.75
67868	10/04/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Construction Management Services	12,300.00
					Check Total:	12,300.00
67869	10/04/2012	Fire Station 2011	Professional Services	Braun Intertec Corporation	Consulting Services	5,429.50
					Check Total:	5,429.50
67870	10/04/2012	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	29.00
					Check Total:	29.00
67871	10/04/2012	Water Fund	Accounts Payable	LORI BROWN	Refund Check	122.03
					Check Total:	122.03
67872	10/04/2012	Recreation Donations	Operating Supplies	Cemstone Products Co, Inc.	Concrete Sand	573.02
					Check Total:	573.02
67873	10/04/2012	Fire Station 2011	Professional Services	Century Fence, Co	Fire Station Fencing	8,282.81
					Check Total:	8,282.81
67874	10/04/2012	Solid Waste Recycle	Operating Supplies	Chinook Book	2013 Twin Cities Chinook Book	110.00
					Check Total:	110.00
67875	10/04/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	37.68
67875	10/04/2012	P & R Contract Mantenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
67875	10/04/2012	P & R Contract Mantenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
67875	10/04/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	41.18
67875	10/04/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
67875	10/04/2012	P & R Contract Mantenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
					Check Total:	135.58
67876	10/04/2012	General Fund	Vehicle Supplies	Clarey's Safety Equipment Inc	Mobile Truck Repairs	486.38
					Check Total:	486.38
67877	10/04/2012	General Fund	Training	Coaching Systems, LLC	Fire Response Books	173.87
67877	10/04/2012	General Fund	209001 - Use Tax Payable	Coaching Systems, LLC	Sales/Use Tax	-11.18
					Check Total:	162.69
67878	10/04/2012	P & R Contract Mantenance	Operating Supplies	Commercial Pool	Pool Supplies	58.78
					Check Total:	58.78

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67879	10/04/2012	P & R Contract Mantenance	Operating Supplies	Dalco	Antibacterial Soap	237.97
					Check Total:	237.97
67880	10/04/2012	Recreation Fund	Operating Supplies	Destination Education	Tour de Roses Supplies	410.00
					Check Total:	410.00
67881	10/04/2012	Information Technology	Financial Support	Diversified Collection Services, Inc.	PR Batch 00001.10.2012 Financial Su	210.24
					Check Total:	210.24
67882	10/04/2012	Golf Course	Operating Supplies	EESCO	Black Cable Tie	118.52
67882	10/04/2012	Golf Course	Operating Supplies	EESCO	Black Cable Tie-Credit	-118.52
67882	10/04/2012	P & R Contract Mantenance	Operating Supplies	EESCO	Gelwrap	23.28
					Check Total:	23.28
67883	10/04/2012	Water Fund	Accounts Payable	FIRST HARRISON PROPERTIES	Refund Check	115.01
					Check Total:	115.01
67884	10/04/2012	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Inc.	Fairway Pathway Supplies	50.00
					Check Total:	50.00
67885	10/04/2012	Storm Drainage	2012 Drainage Improvements	G.F. Jedlicki, Inc.	Skillman Ave Drainage Improvements	77,108.65
					Check Total:	77,108.65
67886	10/04/2012	Water Fund	Accounts Payable	ROGER AND ELIZABETH GOMOLL	Refund Check	42.36
					Check Total:	42.36
67887	10/04/2012	Pathway Maintenance Fund	Operating Supplies	Goodpointe Technology, Inc.	Qty 33 - To rate asphalt pathways	600.00
67887	10/04/2012	General Fund	Professional Services	Goodpointe Technology, Inc.	2012 Pavement Survey	380.00
67887	10/04/2012	General Fund	Professional Services	Goodpointe Technology, Inc.	2012 Pavement Survey	90.00
					Check Total:	1,070.00
67888	10/04/2012	P & R Contract Mantenance	Operating Supplies	Hedberg Aggregates, Inc.	Fire Pit Supplies	37.98
					Check Total:	37.98
67889	10/04/2012	Singles Program	Operating Supplies	Jean Hoffman	Singles Supplies Reimbursement	40.71
					Check Total:	40.71
67890	10/04/2012	Street Construction	Cty Rd C-2 (Hamline to Lex)	Kevin Holmgren	Mailbox Reconstruction	782.09
					Check Total:	782.09
67891	10/04/2012	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	PR Batch 00001.10.2012	377.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67891	10/04/2012	General Fund	PERA Employer Share	ICMA Retirement Trust 401-109956	PR Batch 00001.10.2012 ICMA-401	164.79
					Check Total:	542.54
67892	10/04/2012	General Fund	Printing	Impressive Print	Envelopes	2,992.50
67892	10/04/2012	Community Development	Operating Supplies	Impressive Print	Business Cards	37.45
67892	10/04/2012	General Fund	Operating Supplies	Impressive Print	Business Cards	106.84
					Check Total:	3,136.79
67893	10/04/2012	General Fund	Contract Maint. - City Hall	Infrared inspections, Inc	Infrared Roof Scan	600.00
					Check Total:	600.00
67894	10/04/2012	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	5,217.79
67894	10/04/2012	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	783.75
67894	10/04/2012	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	204.24
67894	10/04/2012	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	912.73
67894	10/04/2012	P & R Contract Mantenance	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	540.00
67894	10/04/2012	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	170.00
67894	10/04/2012	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	1,019.08
67894	10/04/2012	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	295.00
67894	10/04/2012	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	801.25
67894	10/04/2012	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	70.00
67894	10/04/2012	Solid Waste Recycle	HRA Employer	ING ReliaStar	PR Batch 00001.10.2012 HRA Emplc	27.16
67894	10/04/2012	General Fund	HRA Employer	ING ReliaStar	October Contribution	200.00
					Check Total:	10,241.00
67895	10/04/2012	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Graven, Chartered	Legal/Consultant Services	522.50
					Check Total:	522.50
67896	10/04/2012	Recreation Fund	Operating Supplies	Todd Kocon	Softball Umpire Reimbursement	25.00
					Check Total:	25.00
67897	10/04/2012	Water Fund	Accounts Payable	STEVE LABELL	Refund Check	50.08
					Check Total:	50.08
67898	10/04/2012	Recreation Fund	Professional Services	Peter Lecuyer	Guitar Lessons	60.00
					Check Total:	60.00
67899	10/04/2012	Golf Course	Operating Supplies	Leitner Co	Nursery Supplies	688.19
					Check Total:	688.19
67900	10/04/2012	General Fund	Vehicle Supplies	Liberty Tire Recycling, LLC	Recyling	93.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	93.73
67901	10/04/2012	General Fund	Professional Services	Linn Building Maintenance	General Cleaning	3,337.71
67901	10/04/2012	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning	1,048.44
67901	10/04/2012	Recreation Fund	Contract Maintenence	Linn Building Maintenance	General Cleaning	836.83
67901	10/04/2012	License Center	Professional Services	Linn Building Maintenance	General Cleaning	625.22
67901	10/04/2012	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	General Cleaning	942.64
					Check Total:	6,790.84
67902	10/04/2012	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	162.50
67902	10/04/2012	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	97.50
67902	10/04/2012	P & R Contract Mantenance	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	227.50
67902	10/04/2012	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	162.50
67902	10/04/2012	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	130.00
67902	10/04/2012	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.10.2012 IOUE Unioi	130.00
					Check Total:	910.00
67903	10/04/2012	General Fund	211402 - Flex Spending [redacted]	[redacted]	Flexible Benefit Reimbursement	331.70
					Check Total:	331.70
67904	10/04/2012	Telecommunications	Conferences	MAGC	Annual Conference-Pratt, Curti	150.00
					Check Total:	150.00
67905	10/04/2012	Community Development	Training	MAHCO	Communications for Code Administra	92.50
					Check Total:	92.50
67906	10/04/2012	Community Development	Training	MBPTA	Building Tech Seminar-Schlundt	75.00
					Check Total:	75.00
67907	10/04/2012	General Fund	Professional Services	McCaren Designs, Inc.	One year contract for City Hall Camp	1,071.68
					Check Total:	1,071.68
67908	10/04/2012	General Fund	Training	MFSCB	Reciprocity Application	25.00
					Check Total:	25.00
67909	10/04/2012	Police - DWI Enforcement	Professional Services	Mid America Auction, Inc.	Vehicle Storage	1,650.00
					Check Total:	1,650.00
67910	10/04/2012	P & R Contract Mantenance	Operating Supplies	MIDC Enterprises	Rain Bird	43.27
					Check Total:	43.27

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67911	10/04/2012	General Fund	Financial Support	Minnesota Revenue	Bryan Sullivan Withholding	101.89
					Check Total:	101.89
67912	10/04/2012	General Fund	Memberships & Subscriptions	MN Chiefs of Police Assoc	Associate Membership-Rosand	130.00
					Check Total:	130.00
67913	10/04/2012	Water Fund	State surcharge - Water	MN Dept of Health	Water Supply Service Connection Fee	16,168.71
					Check Total:	16,168.71
67914	10/04/2012	General Fund Donations	Supplies - Target Corp Grant	MTG	Video Cabling	235.00
					Check Total:	235.00
67915	10/04/2012	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	8,907.66
67915	10/04/2012	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	795.59
67915	10/04/2012	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	263.59
67915	10/04/2012	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	1,140.63
67915	10/04/2012	P & R Contract Mantenance	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	1,102.40
67915	10/04/2012	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	1,029.32
67915	10/04/2012	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	1,928.98
67915	10/04/2012	Police Grants	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	27.06
67915	10/04/2012	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	707.64
67915	10/04/2012	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	405.37
67915	10/04/2012	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	841.90
67915	10/04/2012	Solid Waste Recycle	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	1.36
67915	10/04/2012	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	37,074.10
67915	10/04/2012	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	362.00
67915	10/04/2012	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	3,494.87
67915	10/04/2012	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	871.22
67915	10/04/2012	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	5,442.03
67915	10/04/2012	P & R Contract Mantenance	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	4,171.76
67915	10/04/2012	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	2,683.93
67915	10/04/2012	License Center	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	5,449.62
67915	10/04/2012	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	1,453.40
67915	10/04/2012	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	2,239.11
67915	10/04/2012	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	1,438.94
67915	10/04/2012	Storm Drainage	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	362.00
67915	10/04/2012	Solid Waste Recycle	Medical Ins Employer	NJPA	Health Insurance Premium-October 2	164.14
67915	10/04/2012	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-October 2	6,359.34
67915	10/04/2012	General Fund	Employer Insurance	NJPA	Health Insurance Premium-October 2	829.04
					Check Total:	89,547.00
67916	10/04/2012	General Fund	Memberships & Subscriptions	NPERLA	Annual Membership	150.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	150.00
67917	10/04/2012	Recreation Fund	Fee Program Revenue	Stella Ogbonna	Key Deposit Refund	25.00
					Check Total:	25.00
67918	10/04/2012	General Fund	Conferences	Peak Performnce Consulting	Ambush Tactics Training	850.00
					Check Total:	850.00
67919	10/04/2012	Water Fund	Accounts Payable	STEVE POINTDEXTER	Refund Check	7.10
					Check Total:	7.10
67920	10/04/2012	Telecommunications	Postage	Postmaster	First Class Presort	190.00
					Check Total:	190.00
67921	10/04/2012	General Fund	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	5,312.24
67921	10/04/2012	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	200.00
67921	10/04/2012	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	125.00
67921	10/04/2012	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	646.98
67921	10/04/2012	P & R Contract Mantenance	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	620.00
67921	10/04/2012	Community Development	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	680.00
67921	10/04/2012	License Center	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	565.78
67921	10/04/2012	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	125.00
67921	10/04/2012	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	200.00
67921	10/04/2012	P & R Contract Mantenance	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA WI En	161.54
67921	10/04/2012	General Fund	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	1,406.31
67921	10/04/2012	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	20.00
67921	10/04/2012	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	265.18
67921	10/04/2012	P & R Contract Mantenance	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	115.38
67921	10/04/2012	Community Development	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	79.61
67921	10/04/2012	License Center	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	38.46
67921	10/04/2012	Golf Course	HSA Employee	Premier Bank	PR Batch 00001.10.2012 HSA Emplo	115.38
					Check Total:	10,676.86
67922	10/04/2012	Fire Station 2011	Professional Services	Professional Service Industries, Inc.	Engineering Services	1,091.50
					Check Total:	1,091.50
67923	10/04/2012	Water Fund	Accounts Payable	PULTE HOMES LLC	Refund Check	47.60
					Check Total:	47.60
67924	10/04/2012	General Fund	Dispatching Services	Ramsey County	911 Dispatch Service-Sep 2012	23,264.10
67924	10/04/2012	General Fund	Professional Services	Ramsey County	Fleet Support Fee-Sep 2012	15.60
67924	10/04/2012	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-Sep 2012	215.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67924	10/04/2012	General Fund	Professional Services	Ramsey County	Fleet Support Fee-Sep 2012	365.04
					Check Total:	23,860.02
67925	10/04/2012	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	20.00
					Check Total:	20.00
67926	10/04/2012	General Fund	Vehicle Supplies	Road Machinery & Supplies Co.	Module, Switch	258.16
					Check Total:	258.16
67927	10/04/2012	General Fund	Vehicle Supplies	Rosedale Chevrolet	2012 Blanket PO for Vehicle Repairs	135.16
					Check Total:	135.16
67928	10/04/2012	Recreation Fund	Professional Services	St. Anthony-New Brighton Comm. Svcs	Adult Trip to Owatonna	620.64
					Check Total:	620.64
67929	10/04/2012	General Fund	Life Ins. Employee	Standard Insurance Company	October Payment	1,435.64
67929	10/04/2012	Information Technology	Life Ins. Employee	Standard Insurance Company	October Payment	48.61
67929	10/04/2012	Telecommunications	Life Ins. Employee	Standard Insurance Company	October Payment	29.25
67929	10/04/2012	Recreation Fund	Life Ins. Employee	Standard Insurance Company	October Payment	108.85
67929	10/04/2012	P & R Contract Mantenance	Life Ins. Employee	Standard Insurance Company	October Payment	151.37
67929	10/04/2012	Community Development	Life Ins. Employee	Standard Insurance Company	October Payment	213.43
67929	10/04/2012	License Center	Life Ins. Employee	Standard Insurance Company	October Payment	37.50
67929	10/04/2012	Police Grants	Life Ins. Employee	Standard Insurance Company	October Payment	6.83
67929	10/04/2012	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	October Payment	41.33
67929	10/04/2012	Water Fund	Life Ins. Employee	Standard Insurance Company	October Payment	40.54
67929	10/04/2012	Golf Course	Life Ins. Employee	Standard Insurance Company	October Payment	56.44
67929	10/04/2012	Storm Drainage	Life Ins. Employee	Standard Insurance Company	October Payment	14.49
67929	10/04/2012	Solid Waste Recycle	Life Ins. Employee	Standard Insurance Company	October Payment	15.75
67929	10/04/2012	General Fund	Long Term Disability	Standard Insurance Company	October Payment	1,454.56
67929	10/04/2012	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	October Payment	19.68
67929	10/04/2012	Information Technology	Long Term Disability	Standard Insurance Company	October Payment	136.89
67929	10/04/2012	Telecommunications	Long Term Disability	Standard Insurance Company	October Payment	28.67
67929	10/04/2012	Recreation Fund	Long Term Disability	Standard Insurance Company	October Payment	199.32
67929	10/04/2012	P & R Contract Mantenance	Long Term Disability	Standard Insurance Company	October Payment	102.61
67929	10/04/2012	Community Development	Long Term Disability	Standard Insurance Company	October Payment	149.84
67929	10/04/2012	License Center	Long Term Disability	Standard Insurance Company	October Payment	130.52
67929	10/04/2012	Sanitary Sewer	Long Term Disability	Standard Insurance Company	October Payment	83.15
67929	10/04/2012	Water Fund	Long Term Disability	Standard Insurance Company	October Payment	69.20
67929	10/04/2012	Golf Course	Long Term Disability	Standard Insurance Company	October Payment	20.52
67929	10/04/2012	Storm Drainage	Long Term Disability	Standard Insurance Company	October Payment	48.10
67929	10/04/2012	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	October Payment	6.20
67929	10/04/2012	General Fund	Life Ins. Employer	Standard Insurance Company	October Payment	749.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67929	10/04/2012	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	October Payment	8.08
67929	10/04/2012	Information Technology	Life Ins. Employer	Standard Insurance Company	October Payment	62.61
67929	10/04/2012	Telecommunications	Life Ins. Employer	Standard Insurance Company	October Payment	12.93
67929	10/04/2012	Recreation Fund	Life Ins. Employer	Standard Insurance Company	October Payment	96.96
67929	10/04/2012	P & R Contract Mantenance	Life Ins. Employer	Standard Insurance Company	October Payment	58.59
67929	10/04/2012	Community Development	Life Ins. Employer	Standard Insurance Company	October Payment	64.64
67929	10/04/2012	License Center	Life Ins. Employer	Standard Insurance Company	October Payment	80.80
67929	10/04/2012	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	October Payment	50.51
67929	10/04/2012	Water Fund	Life Ins. Employer	Standard Insurance Company	October Payment	43.78
67929	10/04/2012	Golf Course	Life Ins. Employer	Standard Insurance Company	October Payment	8.08
67929	10/04/2012	Storm Drainage	Life Ins. Employer	Standard Insurance Company	October Payment	33.67
67929	10/04/2012	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	October Payment	2.83
					Check Total:	5,921.88
67930	10/04/2012	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
67930	10/04/2012	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	304.75
67930	10/04/2012	Sanitary Sewer	Professional Services	Sheila Stowell	PWET Meeting Minutes	189.75
67930	10/04/2012	Sanitary Sewer	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
					Check Total:	504.16
67932	10/04/2012	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2012 Blanket PO For Vehicle Repairs	760.07
					Check Total:	760.07
67933	10/04/2012	Water Fund	Accounts Payable	MICHAEL SUTTON	Refund Check	22.15
					Check Total:	22.15
67934	10/04/2012	General Fund	Professional Services	Time Saver Off Site Secretarial	Administration Services	215.80
					Check Total:	215.80
67935	10/04/2012	Community Development	Professional Services	TMR Quality Lawn Service	Lawn Service-2595 N Rice St	209.06
67935	10/04/2012	Community Development	Professional Services	TMR Quality Lawn Service	Lawn Service-2587 N Rice St	209.07
67935	10/04/2012	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-987 Woodhill	69.46
					Check Total:	487.59
67936	10/04/2012	General Fund	Vehicle Supplies	Tri State Bobcat, Inc	2012 Blanket PO for Vehicle Repairs	106.24
					Check Total:	106.24
67937	10/04/2012	P & R Contract Mantenance	Operating Supplies	Trio Supply Company	Toilet Paper	76.79
67937	10/04/2012	General Fund	Op Supplies - City Hall	Trio Supply Company	Bathroom Supplies	408.06
					Check Total:	484.85
67938	10/04/2012	General Fund	Contract Maint. - City Garage	Trugreen L.P.	Lawn Service	107.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67938	10/04/2012	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Lawn Service	242.62
					Check Total:	350.57
67939	10/04/2012	General Fund Donations	K-9 Supplies	University of Minnesota-VMC	K9 Supplies	65.33
					Check Total:	65.33
67940	10/04/2012	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal - Per 201	3,350.53
67940	10/04/2012	P & R Contract Mantenance	Professional Services	Upper Cut Tree Service	Diseased & Hazard Tree Removal - P	661.11
67940	10/04/2012	P & R Contract Mantenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	1,409.59
67940	10/04/2012	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal - Per 201	634.84
					Check Total:	6,056.07
67941	10/04/2012	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	130.10
					Check Total:	130.10
67942	10/04/2012	Water Fund	Accounts Payable	JEROME YOUNG	Refund Check	171.82
67942	10/04/2012	Sanitary Sewer	Accounts Payable	JEROME YOUNG	Refund Check	1.74
67942	10/04/2012	Storm Drainage	Accounts Payable	JEROME YOUNG	Refund Check	0.51
67942	10/04/2012	Solid Waste Recycle	Accounts Payable	JEROME YOUNG	Refund Check	0.29
67942	10/04/2012	Water Fund	Accounts Payable	JEROME YOUNG	Refund Check	0.07
					Check Total:	174.43
67943	10/04/2012	Water Fund	Training	MN Dept of Health	Application Fee	32.00
					Check Total:	32.00
					Report Total:	1,183,194.33

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/2012
Item No.: 7.b

Department Approval | City Manager Approval

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

BACKGROUND

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

One-Time Gambling Permit
Friends of the Oval Foundation
2661 Civic Center Dr
Roseville, MN 55113

Friends of the Oval Foundation is applying to hold a raffle on 11/17/12 at the John Rose Oval

Solid Waste Hauler License
Ace Solid Waste, Inc.
6601 McKinley St NW
Ramsey, MN 55303

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements. Staff recommends approval of the license(s).

REQUESTED COUNCIL ACTION

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

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

ROSEVILLE

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 ACE Solid Waste, Inc.

Business Address 6601 McKinley St. NW, Ramsey, MN 55303
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone ______________________

Contact Person (Business Matters) ______________________

Email Address ______________________

Contact Person (Operational Matters) ______________________

Email Address ______________________

Emergency Contact Information

Contact Name: ______________________

Cell Phone: ______________________

Alternate Contact Information: ______________________

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

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

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

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

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

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

☒ Commercial/Industrial

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

(over)

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

Garbage

Construction/Demolition Debris

Yard Waste/Brush

Organics

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

Residential Customer Rates

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

Service	Cost
32 Gallon Service*	______ (per month)
64 Gallon Service*	*Enclosure #1 ______ (per month)
96 Gallon Service*	______ (per month)
Walk-up Service*	______ (per month)
Additional Garbage*	______
Yard Waste*	______

*These services are required to be offered in Roseville.

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

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

____
Applicant's Signature

____
Title

____
Date

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: - conducts lawful gambling on five or fewer days, and - awards less than $50,000 in prizes during a calendar year. If total prize value for the year will be $1,500 or less, contact the licensing specialist assigned to your county.	**Application fee** If application posted or received: less than 30 days before the event **$100** | more than 30 days before the event **$50**

ORGANIZATION INFORMATION

Organization name: Friends of the Oval Foundation

Previous gambling permit number:

Minnesota tax ID number, if any:

Federal employer ID number (FEIN), if any:

Type of nonprofit organization. Check one.

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other nonprofit organization

Mailing address	City	State	Zip code	County
2661 Civic Center Dr.	Roseville	MN	55113	Ramsey

Name of chief executive officer [CEO]	Daytime phone number	E-mail address

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

☑ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

☐ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**
If your organization falls under a parent organization, attach copies of **both** of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
John Rose Oval (raffle)

Address [do not use PO box]	City or township	Zip code	County
2661 Civic Center Dr.	Roseville	55113	Ramsey

Date[s] of activity. For raffles, indicate the date of the drawing.
11/17/12

Check each type of gambling activity that your organization will conduct.

_____ Bingo* __X__ Raffle _____ Paddlewheels* _____ Pull-tabs* _____ Tipboards*

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

To find a licensed distributor, go to ***www.gcb.state.mn.us*** and click on ***Distributors*** under the ***WHO'S WHO? LIST OF LICENSEES***, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

CITY APPROVAL for a gambling premises located within city limits

___The application is acknowledged with no waiting period.

___The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].

___The application is denied.

Print city name ______________________

Signature of city personnel ______________________

Title ______________________ Date______________

Local unit of government must sign

COUNTY APPROVAL for a gambling premises located in a township

____The application is acknowledged with no waiting period.

____The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

____The application is denied.

Print county name ______________________

Signature of county personnel ______________________

Title ______________________ Date______________

TOWNSHIP -If required by county. On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.
[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name ______________________

Signature of township officer ______________________

Title ______________________ Date ______________

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature ______________________ Date ______________

Print name ______________________

Print form and have CEO sign

REQUIREMENTS

Reset form

Complete a separate application for:
- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:

__ a copy of your proof of nonprofit status, and

__ application fee. Make check payable to "State of Minnesota."

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

Financial report and recordkeeping required
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/2012
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
Comm. Dev.	Nelson Auto	New inspections vehicle (a)	$15,499.89
Stormwater	Freelance Professionals Inc.	Seasonal labor for 2012 Leaf Pickup program	10,000.00
Streets	North American Salt Co.	Road sale per MN State Bid Contract	35,600.00

Comments/Description:

a) Replaces 2001 Ford Taurus.

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
Community Development	Sell 2001 Ford Taurus- est. $2,400

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

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

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: October 15, 2012
Item No.: 7.d

Department Approval	City Manager Approval

Item Description: **ACCEPT ROSEVILLE AREA HIGH SCHOOL POLICE LIAISON OFFICER AGREEMENT FOR THE 2012-2013 SCHOOL YEAR**

BACKGROUND

The Roseville Police Department is currently budgeted for one full-time school liaison officer and has a full-time Roseville Police Officer deployed as a Police Liaison Officer in the District 623 high school. During summer months, when school is not in session, this same full-time officer is temporarily assigned to the patrol or investigations unit.

POLICY OBJECTIVE

The Roseville Police Department Police Liaison Officer assumes the following duties:

- Follows up on referrals made by the police department and administrative staff
- Counsels and advises students on legal offenses or other related matters as requested
- Serves as a member of the administrative team and student support team
- Visits with and gets acquainted with students during lunch periods, between classes, at school activities and fields trips whenever possible
- Intervenes with administrative and support staff, in cases of criminal law violation and may conduct follow-up investigation of incidents
- Works cooperatively with school staff to initiate prevention programs in the area of juvenile crime
- Educates and advises parents regarding student behavior that could lead or has led to law infractions or other matters, as requested
- Assists the school administration in setting up procedures that would contribute to the safety and security of the building and grounds
- Makes presentations on relevant topics to students as requested by teachers or administrators; helps arrange field trips and speakers in his or her area of expertise
- Builds and maintains rapport among youth, parents, school personnel and law enforcement officers, and serves as part of a team effort to provide role models
- Assists, as assigned, with petitions to juvenile court and works with social and welfare agencies, probation personnel, and makes referrals for family counseling, for chemical health evaluation, and for other student needs
- Assists, as assigned, in reporting child abuse/neglect cases and in handling Children in Need of Protection or Services (CHIPS) cases
- Performs other duties as assigned by the school principal
- During the summer months, performs duties as assigned by the Case Coordinator or Lieutenant in charge of Patrol

The Police Liaison Officer is expected to be on duty 173 student days and additional staff days as determined by the Roseville Area High School. The Roseville Police Department has been provided with the Roseville Area High School Police Liaison Officer Agreement for the 2012-2013 school year.

The attached agreement has been reviewed and approved by the City Attorney.

FINANCIAL IMPACTS

School District 623 agrees to assume 67 percent of the total costs associated with the payment of salary, benefits and cell phone charges for the Roseville Police Liaison Officer, not to exceed $51,500.00. The School District shall provide office space for the Police Liaison Officer and contribute utilities as well as maintenance costs at no cost to the City.

STAFF RECOMMENDATION

Staff recommends Council approval to accept the 2012-2013 Roseville Area School Police Liaison Officer Agreement as set forth by School District 623 and authorize the signing of the Agreement by the mayor and city manager.

REQUESTED COUNCIL ACTION

The police department is seeking Council approval of the 2012-2013 Roseville Area School Police Liaison Officer Agreement allowing for the required City of Roseville signatures, specifically the City of Roseville Mayor and City of Roseville Manager.

Prepared by: Chief Rick Mathwig
Attachments: A: RAHS & RVPD 2012-2013 School Liaison Officer Agreement

Roseville Area Schools
and
Roseville Police Department

ROSEVILLE AREA HIGH SCHOOL POLICE LIAISON OFFICER AGREEMENT 2012-2013 School Year

THIS AGREEMENT, made and entered into by and between the City of Roseville (hereinafter "City") and the Roseville Area School District, Independent School District No. 623 (hereinafter "School District").

WHEREAS, the City and School District intend to cooperate in the joint use of a Police Liaison Officer to assist in the establishment and coordination of a cooperative community approach between the School District, its parents, the City, and other community members to meet the special needs and problems of School District students and City residents; and

WHEREAS, the City and School District desire to have a Police Liaison Officer assigned to Roseville Area High School as a liaison between the School District and the City; and

WHEREAS, by this Agreement the parties desire to establish a framework of cooperating to work jointly to develop rapport among the youth of the School District and the law enforcement community, and the site of this City/School District community partnership will be at the Roseville Area High School. And, whereby the City and the School District will both contribute to the costs associated with this cooperative Police Liaison Officer venture, both the City and the School District will be granted certain rights pertaining to the Roseville Area High School Police Liaison Officer program;

NOW, THEREFORE, it is agreed by and between the parties as follows:

1. Contributions to the Police Liaison Officer Program by the City:
   A. The City will contract with the Police Liaison Officer and the City will be the employing party. The City will be responsible for any claims and other liability as

would normally apply to a City employee. This Agreement in no way constitutes a waiver or alteration by the City of relevant liability limits established under Minnesota Statutes Chapter 466. The City expressly declares that it no way intends to be subject to any measure of liability beyond the limits of Minnesota Statutes Chapter 466 by way of entering into this Agreement.

B. The City will provide overall supervision and the Police Liaison Officer shall be responsible to the Roseville Chief of Police or his/her designee.

C. The Police Liaison Officer shall perform the duties and responsibilities identified on the position responsibility write-up attached to the Agreement as Exhibit A. The position responsibility write-up will be reviewed and updated periodically by the Roseville Police Chief and the Roseville Area High School Principal. Attached also with Exhibit A is the Student and Teacher Calendar for 2012-2013.

2. Contribution to the Police Liaison Officer Program by the School District:

A. The School District will pay the City 67 percent of the total costs associated with the payment of salary and benefits of the Police Liaison Officer, not to exceed $51,500.00. The position will be filled by a police officer paid according to the current police officer union contract. The Police Liaison Officer is expected to be on duty 173 student days and additional staff days as determined by the RAHS principal or his/her designee. When there is a need for the Police Liaison Officer to be absent for more than five (5) consecutive student days, the Principal and the Chief of Police will arrange for a substitute Officer or arrange for the City to reimburse the School District for missed time.

B. The School District will provide office space for the Police Liaison Officer at Roseville Area High School and contribute the utilities (heating, electricity, water), insurance (property), security, and routine maintenance costs at no cost to the City, and in a manner consistent with the policies and practices of the School District.

C. The School District will provide a reserved parking space in the proximity of the Police Liaison Officer's office. The School District will assume the full cost of snowplowing, maintenance, and repairs to the parking space for the term of the joint venture.

D. The School District will provide basic custodial service, consistent with the policies and practices of the School District.

E. The Roseville Area High School Principal or his/her designee will provide regular onsite supervisory support, consistent with the policies and practices of the School District, while being fully aware that the Police Liaison Officer is an employee of the City.

3. Selection and Duties:

A. The Principal of Roseville Area High School or his/her designee shall be involved in the interviews and selection of the Police Liaison Officer. Duties assigned the Police Liaison Officer shall be mutually agreed to by the High School Principal and the Police Chief, or their respective designees.

B. Duties

- On Site Duty Day: 7:45 a.m. - 3:15 p.m.;
- Occasionally the Principal may request of the Chief of Police that the Police Liaison Officer attend a school event outside normal duty hours.
- The Police Liaison Officer will notify the High School Principal's Secretary when he/she will be absent.
- Duties: hall supervision and overall supervision of safety/security, parking lot supervision, annually review practices to create a safe environment and recommend improvements prior to October 1, meet weekly with RAHS Administrative Team, participate in RAHS Safety Committee meetings, assist Principal, Associate Principals and Deans with lunchroom supervision, serious discipline issues, investigation of incidents, and other duties as specified in Exhibit A.

4. Term of Agreement:

The City and the School District shall have the right to terminate this Agreement by giving the other party sixty (60) days written notice of its intent to cancel the entire Agreement. In the event of cancellation, the parties will be mutually relieved of any further obligation as set forth in this Agreement. This Agreement shall remain in effect until June 30, 2013. Thereafter, the Agreement may be renewed for 12 month periods commencing with July 1 and ending June 30 of the following year. Annually, by May 1, the School District will notify the Chief of Police for the Roseville Police Department of the School District's intent regarding renewal of this Agreement.

5. Yearly Review:

Annually before June 1, the School District and the City shall meet to review this Agreement. Adjustments and addendums to this Agreement may be made by mutual agreement.

6. Notice:

All notices and demands by or from either party shall be in writing and shall be validly given or made if served either personally or if deposited in the United States Mail, certified or registered, postage prepaid, return receipt requested. If such notice is served personally, service shall be conclusively deemed made at the time of such personal service. If such notice or demand is made by registered or certified mail in the manner herein provided, service shall be conclusively deemed made forty-eight (48) hours after the deposit thereof in the United States Mail addressed to the party whom such notice is to be given.

Any notice or demand to the City shall be addressed to the City at:

City of Roseville
2660 Civic Center Drive
Roseville, MN 55113-1899

Any notice or demand to the School District shall be addressed to the School District at:

Independent School District No. 623
1251 West County Road B-2
Roseville, MN 55113

7. Entire Agreement:

This Agreement represents the entire understanding and agreement between the parties hereto and this Agreement may not be altered, changed, or amended except by an instrument in writing, signed by all parties.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands on the ______day of __________________, 2012.

INDEPENDENT SCHOOL DISTRICT NO. 623

By: ______________________________
Kitty Gogins, Chair

By: ______________________________
John Thein, Superintendent

CITY OF ROSEVILLE

By: ______________________________
Dan Roe, Mayor

By: ______________________________
William J. Malinen, City Manager

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: October 15, 2012
Item No.: 7.e

Department Approval

City Manager Approval

Item Description: Set Date of Special Meeting to Canvass General Election

BACKGROUND

Per Minnesota State Statute 205.185, a municipality shall canvass an election within ten days after an election. The City Council meets as the canvassing board, canvasses the returns, and declares the results of the election.

Ramsey County provides the vote tally and the canvassing board accepts the returns. In case of a tie vote, the canvassing board shall determine the result by lot.

POLICY OBJECTIVE

Set election date to canvass election results in accordance to state statute.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Set the date for a special meeting to canvass the primary election results for 12:00 p.m. on Wednesday, November 14.

REQUESTED COUNCIL ACTION

Motion to set the date for a special meeting to canvass the primary election results for 12:00 p.m. on Wednesday, November 14.

Prepared by: Carolyn Curti, Elections Coordinator

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: October 15, 2012
Item No.: 7.f

Department Approval | City Manager Approval

Item Description: Adopt Resolution Authorizing the Multi-Agency Law Enforcement Agreement--Minnesota Internet Crimes Against Children Task Force (MICAC)

BACKGROUND

The State of Minnesota Department of Public Safety, specifically the Bureau of Criminal Apprehension (BCA), is the recipient of a federal grant to assist law enforcement in investigating and combating the exploitation of children which occurs through the use of computers by the BCA providing funding for equipment, training and expenses (including travel and overtime funding) incurred by law enforcement as a result of such investigations.

The State of Minnesota has prepared a Multi-Agency Law Enforcement Joint Powers Agreement for the purpose of implementing a three-pronged approach to combat Internet Crimes Against Children (ICAC): prevention, education, and enforcement.

Internet crimes against children are a growing concern. Monthly, in our state, an average of 1800 computer users electronically share child pornography. Studies indicate approximately 50-75% of adult suspects who possess or share internet child pornography are hands-on offenders—meaning these offenders have live victims.

The Minnesota ICAC (MICAC) identifies possible internet pornography cases by IP address. They determine which city the IP address is located and forwards the information to that city's jurisdiction for investigation. With the Multi-Agency Law Enforcement Joint Powers Agreement in place, jurisdictions have access to training, equipment and resources which can be used to properly investigate internet crimes funded by the Agreement.

By entering into this Multi-Agency Law Enforcement Joint Powers Agreement (reviewed and approved by our city attorney), the City of Roseville would be responsible for:

- Working cases that have occurred in our jurisdiction
- Using MICAC standards for investigation and data sharing
- Conducting local educational training sessions (with assistance from MICAC) as needed or requested.

POLICY OBJECTIVE

The City of Roseville's affiliation with the MICAC Task Force will enhance protection of this community against predators and will allow the City to work in conjunction with the National Center for Missing and Exploited Children, the Minnesota Predatory Offender Registry and other integral programs.

FINANCIAL IMPACTS

There is no financial impact as no city match is required for this funding.

STAFF RECOMMENDATION

The police department is recommending approval to enter into the Multi-Agency Law Enforcement Joint Powers Agreement to effectively assist in the protection of the community against predators by allowing the City to work with the National Center for Missing and Exploited Children, the Minnesota Predatory Offender Registry and other integral programs by City Council adoption of the Resolution entitled, *City of Roseville Participation in the Minnesota Internet Crimes Against Children Task Force(MICAC).*

REQUESTED COUNCIL ACTION

Adopt the *City of Roseville Participation in the Minnesota Internet Crimes Against Children Task Force (MICAC) Resolution* authorizing the City of Roseville Police Department to enter into the Multi-Agency Law Enforcement Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension thereby allowing participation in the Minnesota Internet Crimes Against Children Task Force (MICAC).

Prepared by: Sarah Mahmud

Attachments: A: City of Roseville Participation in the Minnesota Internet Crimes Against Children Task Force (MICAC) Resolution
B: Multi-Agency Law Enforcement Joint Powers Agreement

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 15 day of October, 2012, at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

City of Roseville Participation in the Minnesota Internet Crimes Against Children Task Force Program (MICAC)

WHEREAS, the City of Roseville Police Department desires to join over 80 law enforcement agencies throughout the State of Minnesota who have made a formal commitment to protect our children from exploitation by on-line sexual predators by participating in the Minnesota Internet Crimes Against Children Task Force (MICAC); and

WHEREAS, Minnesota Statutes §471.59 authorizes municipalities and state agencies to enter into joint powers agreements; and

WHEREAS, through participation in MICAC, the City of Roseville will benefit with investigative and forensic support and investigation training; and

WHEREAS, the City of Roseville will receive reimbursement for overtime hours and actual expenses incurred relating to performing MICAC Task Force assignments and training.

NOW, THEREFORE, BE IT RESOLVED, that by the City Council for the City of Roseville that the Joint Powers Agreement for Minnesota Internet Crimes Against Children be and hereby is approved and the City Manager is authorized to execute the Agreement;

This Resolution shall become effective upon its passage and without further publication.

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

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 15th day of October 2012 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 15th day of October 2012.

____
William J. Malinen
City Manager

State of Minnesota- County of Ramsey
Signed or Attested before me on this

_____ day of _______________ 2012

by: William J. Malinen

____
Notary Public

Minnesota Internet Crimes Against Children Task Force

Multi-Agency Law Enforcement Joint Powers Agreement

This Multi-Agency Law Enforcement Joint Powers Agreement, and amendments and supplements thereto, ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension ("Grantee"), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, Subd. 10 & 12, and City of Roseville, acting through its Roseville Police Department located at 2660 Civic Center Drive, Roseville, MN 55113, ("Undersigned Law Enforcement Agency"), empowered to enter into this Agreement pursuant to Minn. Stat. § 471.59, subd. 10,

Whereas, the above subscribed parties have joined together in a multi-agency task force intended to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in such activity; and

Whereas, the undersigned agencies agree to utilize applicable state and federal laws to prosecute criminal, civil, and forfeiture actions against identified violators, as appropriate; and

Whereas, the Grantee is the recipient of a federal grant (attached to this Agreement as Exhibit A) disbursed by the Office of Juvenile Justice and Delinquency Prevention ("OJJDP") in Washington, D.C. to assist law enforcement in investigating and combating the exploitation of children which occurs through the use of computers by providing funding for equipment, training, and expenses, including travel and overtime funding, which are incurred by law enforcement as a result of such investigations; and

Whereas, the OJJDP Internet Crimes Against Children ("ICAC") has established a Working Group of Directors representing each of the existing ICAC Task Forces to oversee the operation of the grant and sub-grant recipients; and the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension has designated Donald Cheung as the Commander of the Minnesota ICAC Task Force.

Now Therefore, the parties agree as follows:

1. The Undersigned Law Enforcement Agency approves, authorizes, and enters into this Agreement with the purpose of implementing a three-pronged approach to combat Internet Crimes Against Children: **prevention, education and enforcement;** and

2. The Undersigned Law Enforcement Agency shall adhere to the Minnesota ICAC Task Force Program Standards contained in Exhibit B attached to this Agreement, in addition to complying with applicable Minnesota state and federal laws in the performance of this Agreement, including conducting undercover operations relative to ICAC, ; a list of Regional ICAC Task Force, Minnesota State Affiliate Agency and Training & Technical Assistance

Program contact information is contained in Exhibit C attached to this Agreement; and

3. Exhibits A and B are incorporated into this Agreement and made a part thereof. In the event of a conflict between this Agreement and the Exhibits, the terms of the Exhibits prevail; and

4. The Undersigned Law Enforcement Agency and the Grantee agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The Grantee's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section 3.736, and other applicable law. The Undersigned Law Enforcement Agency's liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Section 466.01 - 466.15, and other applicable law; and

5. All members of the Undersigned Law Enforcement Agency shall continue to be employed and directly supervised by the same Law Enforcement Agency employer which currently employs the member performing Minnesota ICAC Task Force assignments; and all services, duties, acts or omissions performed by the member will be within the course and duty of that employment, and therefore, are covered by the Workers Compensation programs of that employer; will be paid by that employer and entitled to that employer's fringe benefits; and

6. The Undersigned Law Enforcement Agency must first submit a written request for funds and receive approval for the funds from the Grantee to receive any funds from the Grantee; and

7. The Undersigned Law Enforcement Agency must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the Grantee to the Undersigned Law Enforcement Agency within 30 days of the date of invoice, with payment made out to the City of Roseville, and mailed to the Roseville Police Department, 2660 Civic Center Drive, Roseville, MN 55113.

8. The Undersigned Law Enforcement Agency shall maintain accurate records pertaining to prevention, education, and enforcement activities, to be collected and forwarded monthly to the Minnesota ICAC Task Force Commander or his designee for statistical reporting purposes; and

9. The Undersigned Law Enforcement Agency shall participate fully in any audits required by the OJJDP. In addition, under Minn. Stat. § 16C.05, subd. 5, the Undersigned law Enforcement Agency's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the Grantee and/or the Minnesota State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end date of this Agreement; and

10. The Undersigned Law Enforcement Agency shall make a reasonable good faith attempt to be represented at any scheduled regional meetings in order to share information and resources amongst the multiple entities; and

11. The Undersigned Law Enforcement Agency shall be solely responsible for forwarding information relative to investigative targets to the Child Pornography Pointer System (CPPS) pursuant to the OJJDP guidelines; and

12. The Undersigned Law Enforcement Agency shall provide the Minnesota ICAC Task Force Commander in a timely manner all investigative equipment that was acquired through OJJDP grant funding; in the event that future federal funding is no longer available, the Undersigned Law Enforcement Agency decides to dissolve its binding relationship with the Minnesota ICAC Task Force and the State of Minnesota Department of Public Safety, or the Undersigned Law Enforcement Agency breaches the Agreement.

13. That the Grantee may reimburse, the Undersigned Law Enforcement Agency for the following duties:

   A. Investigations by the Undersigned Law Enforcement Agency under this agreement should be conducted in accordance with the OJJDP ICAC Task Force Program Standards contained in Exhibit B, and concluded in a timely manner. The Undersigned Law Enforcement Agency will only be reimbursed by the Grantee for overtime hours inclusive of fringe benefits of actual hours and/or actual expenses incurred related to performing Minnesota ICAC Task Force assignments and/or training approved by the Minnesota ICAC Task Force Commander through the term of this agreement or until all Federal funds under the OJJDP grant have been expended, whichever comes first.

   B. The Grantee has a **TOTAL** Expense Budget of $320,000.00 that was approved under the OJJDP Internet Crimes Against Children ("ICAC") Grant for investigative hours and expense reimbursement. The Undersigned Law Enforcement Agency participating in the Minnesota ICAC Task Force investigations will be reimbursed by the Grantee for actual costs as defined in Clause 13, Section A., to the extent such actual costs have been reviewed and approved by the Minnesota ICAC Task Force Commander.

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

15. The Undersigned Law Enforcement Agency and the Grantee may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party.

16. **Terms of this agreement:**
This Agreement shall be effective on the date the Undersigned Law Enforcement Agency obtains all required signatures under Minn. Stat. § 16C.05, Subd. 2, and shall remain in effective through May 31, 2013, unless terminated or canceled. Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by an employee as a member of the Undersigned Law Enforcement Agency.

1. **Undersigned Law Enforcement Agency**

Undersigned Law Enforcement Agency certifies that the appropriate person(s) have executed the Agreement on behalf of the Undersigned Law Enforcement Agency and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

______________________________ ______________________________

By and Title
Undersigned Law Enforcement Agency
Date

______________________________ ______________________________

Title:
City of Roseville
Date

______________________________ ______________________________

Title:
City of Roseville
Date

______________________________ ______________________________

Mayor or Board Chair
City of Roseville
Date

2. **Department or Public Safety, Bureau of Criminal Apprehension**

Name: ______________________________

Signed: ______________________________

Title: ______________________________ ______________________________
(With delegated authority)
Date

3. **Commissioner of Administration**

______________________________ ______________________________

By and Title
MN Department of Administration
(With delegated authority)
Date

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/12
Item No.: 7.g

Department Approval | City Manager Approval

Timothy O'Neill | WJMalinen

Item Description: Adopt Resolution Allowing Part-time Firefighters to Enter PERA

BACKGROUND

The City of Roseville has established that effective June 13, 2011 all newly hired firefighters will be offered the retirement benefit plan ”Part-time PERA”. In accordance with requirements of the Public Employees Police and Fire plan, a Council resolution including employee name and employee number must be approved for each non-fulltime firefighter requested to enter the plan. Therefore the Fire Department is requesting approval of the associated resolution.

FINANCIAL IMPACTS

The City will contribute the required “city contribution” amount as defined by PERA for the firefighter pension plan.

STAFF RECOMMENDATION

Staff recommends Council adopt the associated resolution providing Part-time PERA pension benefits.

REQUESTED COUNCIL ACTION

Adoption of Resolution requesting part-time firefighters David Doucot employee # 50314; Anton Fehrenbach – employee # 50311; John Huber– employee # 50321; Thomas Alexander – employee # 50269; Gretchen Johnson – employee 50315; Jody Kelting – employee 50312; Nick Krueger – employee #50320; Tom Liberkowski – employee #50318; Tom Martinez – employee # 50317; Patrick McKee – employee #50313; Erin Stone – employee #50319; Peter Tierney – employee #50316, all be accepted as a member of the Public Employees Police and Fire plan effective the date of the employee’s initial Police and fire Plan salary deduction by the City of Roseville.

Prepared by: **Timothy O’Neill**

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 15th day of October, 2012 , at 6:00 p.m.

The following members were present:

and the following were absent:

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

Part-Time Firefighter PERA Declaration

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for a non-full-time fire fighter provided the fire service position regularly engages the employee in the hazards of fire fighting as an employee of a designated fire department.

NOW, THEREFORE, BE IT RESOLVED that the Roseville City Council, of The City of Roseville, Minnesota hereby declares that the position of part-time Firefighters, currently held by David Doucot employee # 50314; Anton Fehrenbach – employee # 50311; John Huber– employee # 50321; Thomas Alexander – employee # 50269; Gretchen Johnson – employee 50315; Jody Kelting – employee 50312; Nick Krueger – employee #50320; Tom Liberkowski – employee #50318; Tom Martinez – employee # 50317; Patrick McKee – employee #50313; Erin Stone – employee #50319; Peter Tierney – employee #50316, for primary services provided, that of a firefighter engaged in the hazards of fire fighting.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employees be accepted as a member of the Public Employees Police and Fire Plan effective the date of the employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 11th day of July, 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ___ day of __________, 2011.

____
William J. Malinen, City Manager

(Seal)

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date:	10/15/12
Item No.:	7.h

Department Approval

City Manager Approval

Item Description: Authorize Metropolitan Council Environmental Services Municipal Inflow and Infiltration Grant Application

BACKGROUND

Metro Cities (Association of Metropolitan Municipalities) championed the inclusion of a grant program in the 2012 bonding bill for the purpose of providing grants to municipalities for capital improvements to public infrastructure to reduce the amount of inflow and infiltration (I/I) to the Metropolitan Council Environmental Service's (MCES) metropolitan sanitary sewer disposal system. Their efforts were successful and $4 million was approved in the bonding bill. This follows a successful $3 million program that was included in the 2010 bonding bill, of which Roseville received $156,662.

To be eligible for a grant, a city must be identified by the Metropolitan Council as a contributor of excessive inflow and infiltration. Roseville is eligible for this grant. Grants from this appropriation are for up to 50 percent of the eligible costs to mitigate inflow and infiltration in the publicly owned municipal wastewater collection systems for projects completed between May 12, 2012 and June 30, 2014. The council must award grants based on applications from eligible cities that identify eligible capital costs and include a timeline for inflow and infiltration mitigation construction, pursuant to guidelines established by the council.

The following is a schedule of the grant process:

Grant proposals due	October 26, 2012
Met Council notifies cities of Preliminary Minimum Allocation	November 21, 2012
Cities' withdrawal opportunity	through December 21, 2012
Final Reimbursement Allocation determination	December 31, 2012
Signed grant agreements due	March 1, 2013

POLICY OBJECTIVE

It is city policy to keep utility infrastructure in good operating condition, reducing inflow and infiltration to the maximum extent practicable.

FINANCIAL IMPACTS

The 2012 Sanitary Sewer Lining project is underway, a portion of which could be eligible for these grant dollars. Staff is also preparing several eligible projects to be completed in 2013, which include sanitary sewer lining, and sanitary manhole rehabilitation and repair. The estimated cost for the 2012 and 2013 projects is $1,450,000. Staff is requesting approximately $360,000 in grant funds. The balance of the projects will be paid for using Sanitary Sewer Infrastructure Funds, which fit into the budgeted amounts for 2012 and 2013.

STAFF RECOMMENDATION

Staff is seeking Council support the application for the MCES Municipal Inflow and Infiltration Grant for improvements to the City's sanitary sewer infrastructure to reduce inflow and infiltration.

REQUESTED COUNCIL ACTION

Adoption of a resolution of support for a MCES Municipal Inflow and Infiltration Grant application for improvements to the City's sanitary sewer infrastructure to reduce inflow and infiltration.

Prepared by:	Kristine Giga, Civil Engineer
Attachment A:	Resolution

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

* * * * * * * * * * * * * * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 15th day of October, 2012, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION SUPPORTING APPLICATION FOR METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES MUNICIPAL INFILTRATION/INFLOW GRANT

WHEREAS, A SOLICITATION PROCESS FOR capital improvements in municipal wastewater collection systems to reduce the amount of inflow and infiltration to the Metropolitan Council's sanitary sewer disposal system is available to the City,

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

The Roseville City Council adopts this resolution authorizing staff to apply for the Metropolitan Council Environmental Services Municipal Infiltration/Inflow Grant for improvements to the City's sanitary sewer infrastructure to reduce inflow and infiltration.

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

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 15th day of October, 2012 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 15th day of October, 2012.

____

William J. Malinen, City Manager

(Seal)

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/12
Item No.: 7.i

Department Approval	City Manager Approval

Item Description: Approve a Memorandum of Understanding (MOU) between the Roseville Housing and Redevelopment Authority (RHRA) and the City of Roseville regarding the sale of the Dale Street Fire Station property to the RHRA

BACKGROUND

At the quarterly RHRA Board and City Council meeting held on October 8th, both parties reviewed the proposed redevelopment of properties along Dale Street and Cope Ave, including the Dale Street Fire Station. RHRA staff presented a draft Memorandum of Understanding (MOU) for consideration by both parties that lays out the obligations of both parties in regard to the purchase of the Dale Street Fire Station property by the RHRA. As part of the discussion it was decided that language in regarding the purchase of the property to be modified so that the costs of demolition and environmental remediation were not deducted at this time. The City will be able to consider that possibility in the future but there is no decision being made as part of the MOU.

Staff has worked with the City Attorney and the MOU has been modified (Attachment A).

POLICY OBJECTIVE

The redevelopment of the Dale Street/Cope Ave. properties is consistent with the Roseville HRA Strategic Plan, the Roseville Comprehensive Plan and embodies the vision contained in Imagine Roseville 2025.

BUDGET IMPLICATIONS

As part of the transaction, the City of Roseville will receive revenue from the sale of the Fire Station property to the RHRA. The RHRA will pay for the purchase from existing funds on hand that are ear-marked for multi-family projects.

STAFF RECOMMENDATION

Staff recommends approval of the attached MOU between the RHRA and the City of Roseville

REQUESTED COUNCIL ACTION

Motion to ADOPT a Memorandum of Understanding between the Roseville Housing and Redevelopment Authority and the City of Roseville regarding the sale of the Dale Street Fire Station located at 2335 Dale Street to the Roseville Housing and Redevelopment Authority.

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

Attachments: A: Dale Street MOU

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 by and between the City of Roseville (“the City”) and Housing and Redevelopment Authority in and for the City of Roseville (“the RHRA”) as of the dates of signatures below.

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 Lovell 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. The allocation of costs associated with demolition of the existing building and environmental remediation of the Property will be furthered reviewed and discussed by both parties prior to the transfer 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. Before expiration of this agreement, 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 effect through December 31, 2014 unless earlier terminated by either party.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the dates of signature below.

CITY OF ROSEVILLE

______________________	_________________________	_______
Dan Roe, Mayor	William J. Malinen, City Manager	Date

RHRA

______________________	__________________________	_______
Dean Maschka, Chair	Patrick Trudgeon, Executive Director	Date

Attachment A

Copes Subdivision of LOT 1 of Cope's Subdivision of the SE ¼ of Section 11, Township Subject to Road; Then 134 FT of E 247 FT & N 131 FT of W 78 FT of E 325 FT of LOT 12

REQUEST FOR COUNCIL ACTION

Date: 10-15-12
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:

Firm	Total Evaluation Score	Base Cost
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

Attachment A

City of Roseville

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

PRE AWARD DOCUMENT

Prepared By:

LHB

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		
	Total Approved Value Added Options:	*$22,080*

Client Requested Scope Changes

NO	DESCRIPTION	COST ($)
1	None	
2		
3		
4		
5		
	Total Approved Client Scope Changes:	*$0*

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		
	Total Approved Value Added Options:	*0 days added*

Client Requested Scope Changes

NO	DESCRIPTION	DURATION
1	None	
2		
3		
4		
5		
	Total Approved Client Scope Changes:	

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.

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.

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 *their* 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

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 10/15/12
Item No.: 13.a

Department Approval

City Manager Approval

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

BACKGROUND

On September 10, 2012 the City Council adopted the preliminary 2013 Tax Levy and Budget. The preliminary tax levy for 2013 is $17,319,826, an increase of $2,357,532 or 15.8%. The increase can be categorized as follows:

Description	Amount
Debt service on Park Renewal bonds	$ 980,000
Debt service on Fire Station bonds	670,000
Police and Fire Dispatch	31,611
Fire Relief Pension Obligation	45,000
Human Resources Information System	40,000
Implement Compensation Study results	50,000
Equipment replacement	85,000
IT Equipment replacement	75,000
Street Light replacement	25,000
Employee 1% COLA	110,000
Employee Wage Step increases	105,000
Employee pension contributions	21,837
Healthcare Premium increases	55,000
Inflationary increases on supplies, maintenance, etc.	64,084
Total	$ 2,357,532

Based on the preliminary tax levy, a median-valued home would pay $5.18 per month more in 2013 than they did in 2012.

In recognition of the significant tax levy increases that were proposed, the Council indicated a desire to continue discussing the levy and budget at a future meeting(s).

For purposes of the discussion, it is suggested that the Council consider each of the categories as 'decision packages'. This will allow for greater distinction between discretionary and non-discretionary items, and also allow for easier comparisons to the Council's budget priorities. In total there are 11 separate decision packages, and they are displayed below.

Decision Package #1 - $1,726,611
New contractual obligations including debt service, police and fire dispatch, and Fire Relief pension obligation.

Monthly Tax Impact on homeowners = $2.65

Decision Package #2 - $40,000
Purchase Human Resources Information System.

Monthly Tax Impact = $0.16

Decision Package #3 - $50,000
Implement the Compensation Study results.

Monthly Tax Impact (median single-family home) = $0.20

Decision Package #4 - $85,000
Increase funding for general equipment replacement.

Monthly Tax Impact = $0.34

Decision Package #5 - $75,000
Increase funding for information technology equipment replacement.

Monthly Tax Impact = $0.30

Decision Package #6 - $25,000
Provide funding for Streetlight Replacement.

Monthly Tax Impact = $0.10

Decision Package #7 - $110,000
Provide a 1% cost-of-living adjustment (COLA) for employees.

Monthly Tax Impact = $0.44

Decision Package #8 - $105,000
Wage step increases for employees.

Monthly Tax Impact = $0.42

Decision Package #9 - $21,837
Employee pension increase related to COLA and wage steps.

Monthly Tax Impact = $0.09

Decision Package #10 - $55,000
Employee Healthcare premium increases.

Monthly Tax Impact = $0.22

Decision Package #11 - $64,084
Inflationary increases for supplies, maintenance, contractual services, etc.

Monthly Tax Impact = $0.26

The Council could choose to consider using cash reserves to provide funding for these decision packages. However, this would be in conflict with the Council-approved financial policies which recommend that the City refrain from using reserves to provide for day-to-day operations. In addition, the City's reserves, while generally within reserve level limits, are also being considered to pay for the $1 million+ additional costs for the new fire station.

The Council might also consider whether to capture any operational savings and direct it towards the 2013 levy requirement. However, the 2012-2013 Budget was intended to allow added flexibility when it comes to capitalizing on favorable purchasing environments, or responding to unforeseen circumstances. Under the 2-Year Budget model, any operational savings in 2012 should be set aside for 2013 to provide for higher-than-expected costs or to offset any unexpected decline in revenues.

To assist the Council is determining whether to fund these decision packages, the Council's Budget Priorities adopted last year are included in *Attachment A*. The Council's Strategic Directives adopted in May of this year are included in *Attachment B.*

During the last budget discussion, the Council also requested additional information on vehicle replacement policies in our Police and Public Works departments. Supplemental information is included in *Attachment C*.

Staff will be available at the Council meeting to address these decision packages in greater detail.

POLICY OBJECTIVE
Not applicable.

FINANCIAL IMPACTS
See above.

STAFF RECOMMENDATION
Not applicable.

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

Prepared by: Chris Miller, Finance Director
Attachments: A: City Council Budget Priorities
B: City Council Strategic Directives
C: Memo dated 10/5/12 from Duane Schwartz, Public Works Director
D: CIP Subcommittee Report

City of Roseville **Attachment A**
Priority-Based Budgeting
Tax-Supported Programs
2012

Department / Division	Program / Function	Council Composite Rank	% Rank	Staff Composite Rank	% Rank	Citizen Composite Rank	% Rank
Police Patrol	24 x 7 x 365 First Responder	4.60		4.43			
Fire Fighting / EMS	Fire Suppression / Operations	4.60		3.14			
Recreation Programs	Volunteer Management	4.60		4.14			
Finance	Budgeting / Financial Planning	4.40		3.00			
Fire Fighting / EMS	Emergency Medical Services	4.40		2.71			
Firefighter Training	Firefighter Training	4.20		2.57			
Miscellaneous	Building Replacement	4.20		4.43			
Miscellaneous	Debt Service - Streets	4.20		4.43			
Streets	Pavement Maintenance	4.00		3.86			
Streets	Traffic Management & Control	4.00		3.29			
Recreation Programs	Program Management	4.00		4.57			
Recreation Programs	Facility Management	4.00		4.57			
Recreation Maint.	Grounds Maintenance	4.00		4.29			
Recreation Maint.	Facility Maintenance	4.00		4.71			
Recreation Maint.	Equipment Maintenance	4.00		4.86			
Recreation Maint.	Natural Resources	4.00		4.57			
Miscellaneous	Equipment Replacement	4.00		4.57			
Miscellaneous	Park Improvement Program	4.00		4.29			
Miscellaneous	Debt Service - City Hall, PW Bldg.	4.00		4.86			
Miscellaneous	Debt Service - Arena	4.00		4.14			
Administration	Customer Service	3.80		3.86			
Legal	Civil Attorney	3.80		4.43			
Finance	Banking & Investment Management	3.80		3.14			
Finance	Cash Receipts	3.80		4.86			
Finance	Risk Management	3.80		4.71			
General Insurance	General Insurance	3.80		3.29			
Police Investigations	Crime Scene Processing	3.80		4.86			
Fire Prevention	Fire Prevention	3.80		3.14			
Streets	Streetscape & ROW Maintenance	3.80		4.57			
City Council	Community Support / Grants	3.60		4.71			
Administration	Human Resources	3.60		4.57			
Finance	Business Licenses	3.60		4.57			
Finance	Debt Management	3.60		3.43			
Finance	Economic Development	3.60		3.86			
Finance	Accounts Payable	3.60		4.71			
Finance	Gen. Ledger, fixed assets, financial reporting	3.60		4.29			
Finance	Payroll	3.60		4.71			
Police Administration	Response to Public Requests	3.60	72%	3.71	74%	6.50	65%
Police Investigations	Criminal Prosecutions	3.60		4.57			
Fire Administration	Emergency Management	3.60	72%	4.86	97%	8.10	81%
PW Administration	General Engineering/Customer Service	3.60	72%	3.71	74%	6.50	65%
PW Administration	Storm Water Management	3.60		5.00			
Streets	Winter Road Maintenance	3.60		4.71			
Bldg Maintenance	General Maintenance	3.60	72%	3.57	71%	5.50	55%
Central Garage	Vehicle Repair	3.60		4.43			
Rec Administration	Planning & Development	3.60	72%	5.00	100%	8.50	85%
Rec Administration	Community Services	3.60	72%	3.57	71%	6.50	65%
City Council	Recording Secretary	3.40	68%	5.00	100%	8.50	85%
Legal	Prosecuting Attorney	3.40		4.14			
Finance	Contract Administration	3.40		4.71			
Finance	Workers Compensation Admin.	3.40		3.57			
Police Administration	Police Records / Reports	3.40		3.86			

City of Roseville **Attachment A**

Priority-Based Budgeting

Tax-Supported Programs

2012

Department / Division	Program / Function	Council Composite Rank	% Rank	Staff Composite Rank	% Rank	Citizen Composite Rank	% Rank
Police Emerg. Mgmt	Police Emergency Management	3.40		2.14			
PW Administration	Project Delivery	3.40		4.57			
PW Administration	Permitting	3.40		4.29			
Streets	Organizational Management	3.40		4.57			
Rec Administration	Financial Management	3.40		4.14			
Skating Center	OVAL	3.40	68%	4.00	80%	7.20	72%
Skating Center	Arena	3.40		4.43			
Skating Center	Banquet Area	3.40	68%	5.00	100%	8.90	89%
City Council	Business Meetings	3.20	64%	4.00	80%	8.70	87%
Finance	Utility Billing (partial cost)	3.20		4.57			
Police Patrol	Dispatch	3.20		4.00			
Police Patrol	Police Reports (by officer)	3.20		4.43			
Police Investigations	Response to Public Requests	3.20	64%	3.43	69%	7.50	75%
Fire Administration	Fire Administration & Planning	3.20		4.29			
Fire Prevention	Fire Administration & Planning	3.20		4.43			
Fire Relief	Fire Relief	3.20		4.14			
Street Lighting	Street Lighting capital items	3.20		4.71			
Rec Administration	Personnel Management	3.20	64%	4.43	89%	8.40	84%
Administration	Records Management/Data Practices	3.00	60%	4.57	91%	8.70	87%
Finance	Contractual Services (RVA, Cable)	3.00		4.29			
Central Services	Central Services	3.00	60%	3.43	69%	6.60	66%
Code Enforcement	Code Enforcement	3.00	60%	3.29	66%	6.80	68%
Police Investigations	Public Safety Promo / Community Interaction	3.00		4.57			
PW Administration	Street Lighting	3.00	60%	4.00	80%	7.50	75%
PW Administration	Organizational Management	3.00	60%	3.43	69%	7.30	73%
Streets	Pathways & Parking Lots	3.00	60%	4.29	86%	7.30	73%
Bldg Maintenance	Custodial Services	3.00		4.43			
Bldg Maintenance	Organizational Management	3.00		5.00			
Central Garage	Organizational Management	3.00		4.57			
Rec Administration	City-wide Support	3.00		4.43			
Rec Administration	Organizational Management	3.00		4.43			
Skating Center	Department-wide Support	3.00		4.14			
Recreation Programs	Personnel Management	3.00		3.71			
Recreation Programs	Organizational Management	3.00		3.29			
Recreation Maint.	City-wide Support	3.00		4.57			
Administration	General Communications	2.80	56%	3.71	74%	6.90	69%
Finance	Organizational Management	2.80	56%	4.00	80%	6.90	69%
Police Administration	Community Liaison	2.80	56%	3.43	69%	6.90	69%
Police Patrol	Public Safety Promo / Community Interaction	2.80		3.57			
Police Patrol	Organizational Management	2.80	56%	3.71	74%	6.90	69%
Fire Fighting / EMS	Fire Administration & Planning	2.80		4.43			
City Council	Intergovernmental Affairs / Memberships	2.60	52%	4.57	91%	7.20	72%
Administration	Council Support	2.60		3.86			
Administration	Organizational Management	2.60		4.57			
Police Comm Services	Community Services	2.60	52%	3.86	77%	7.50	75%
Fire Administration	Organizational Management	2.60	52%	4.00	80%	7.50	75%
Recreation Maint.	Department-wide Support	2.60	52%	4.00	80%	7.50	75%
Elections	Elections	2.40		3.71			
Finance	Lawful Gambling (partial cost)	2.40		3.86			
Finance	Receptionist Desk	2.40		3.14			
Police Administration	Organizational Management	2.40		4.57			
Police Investigations	Organizational Management	2.40		4.57			

City of Roseville
Priority-Based Budgeting
Tax-Supported Programs
2012

Attachment A

Department / Division	Program / Function	Council Composite Rank	% Rank	Staff Composite Rank	% Rank	Citizen Composite Rank	% Rank
Advisory Comm.	Human Rights Commission	2.20	44%	4.14	83%	7.20	72%
Advisory Comm.	Ethics Commission	2.00		1.71			
Police Patrol	Animal Control	2.00		4.86			
Police Lake Patrol	Police Lake Patrol	1.80		4.86			
Miscellaneous	Emerald Ash Borer	1.80		4.71			
Miscellaneous	Contingency						

Attachment B

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: May 14, 2012
Item No.:7.g

Department Approval | City Manager Approval

Item Description: Approve Strategic Directives

BACKGROUND

On March 19, 2012 the City Council reviewed a strategic planning summary in an effort to outline City directives. Attachment ‘A’ is the result of the suggested changes and revisions made by the City Council.

POLICY OBJECTIVE

Approve the Strategic Directives outlining the Council work plan.

BUDGET IMPLICATIONS

None.

STAFF RECOMMENDATION

Approve strategic directives.

REQUESTED COUNCIL ACTION

Approve strategic directives.

Prepared by: William J. Malinen, City Manager
Attachments: A: Strategic Directives

Attachment A

Strategic Directives
May/2012

Page 1

		Lead Dept
	I. Welcoming, Inclusive, and Respectful	
Existing Work Plan Items	1. Continue and possibly expand the (Police) Department's New American Forums in cooperation with Human Rights Commission and Fire Department	Police
Long Term	1. Implement a stake holders group that routinely exchanges information on cultural differences and their interactions with the police and other governmental service providers	Police
	II. Safe and Law-Abiding	
Existing Work Plan Items	1. Support findings of Fire Building Committee	Fire
	2. Develop Neighborhood Traffic Management policy	PW
Short Term	1. Re-evaluate "nuisance code" language - is a flat tire a nuisance? (Short term process, Long term adoption)	Comm Dev
	2. Review current Firefighter (part-time) pay & benefits	Admin/Fire
	3. Increase the quality of Police Department training, especially in technology-related criminal investigations	Fire
	4. Update City of Roseville dispense plan increasing area resident inoculation and vaccinations, and update the Emergency Operating Plan and training	Police
Long Term	1. Increase ongoing efforts with retail community by adding commercial patrol officers.	Police
	2. Continue to evaluate and improve emergency medical care, services, & training.	Police

Strategic Directives
May/2012

		Lead Dept
	III. Economically Prosperous, With A Stable and Broad Tax Base	
Existing Work Plan Items	1. Modify and update City Code to be in compliance with Comprehensive Plan and Zoning Code	Comm Dev
Long Term	1. Strategically look at City’s role in fostering the redevelopment of Twin Lakes; Create a Comprehensive economic development policy and mission to support existing businesses within Roseville and that also markets the community and attract(s) new businesses.	Comm Dev
	2. Create incentives to foster redevelopment of underutilized properties (not just in housing) and to eradicate areas of high crime concentrations	Comm Dev
	3. Engage industry experts to identify programs and amenities necessary for future cities to remain vibrant in the future i.e. long-term planners, retail experts, housing and transportation officials	Comm Dev
	4. Increase efforts toward business and economic development: Develop strategies; dedicate staff resources; engage the business & development community; enhance our "tool box"	Comm Dev
	5. Support a diversified economy: Variety of employment opportunities; Head of Household wage jobs - Put into Broad Policy	Comm Dev
	6. Build effective partnerships with the private sector toa ctualize new urban design concepts in future redevelopment	Comm Dev
	IV. Secure In Our Diverse and Quality Housing and Neighborhoods	
Existing Work Plan Items	1. Aggressively deal with problem multi-family properties increasing HRA's role in issues that may include, but are not limited to, the condition of multi-family properties located in SE Roseville, how the City can apply regulatory measures that will enforce quality (i.e. safe and well maintained) multi-family properties, and whether acquisition of problematic properties is possible.	Comm Dev
Short Term	1. Expand the Neighborhood Enhancement Program and proactive code enforcement efforts to commercial properties.	Comm Dev
Long Term	1. Stabilize property tax rates to encourage investment in and improve quality of Roseville housing.	Finance

Strategic Directives
May/2012

		Lead Dept
	V. Environmentally Responsible, with Well-Maintained Natural Assets	
Existing Work Plan Items	1. Model better environmental stewardship	PW
Short Term	1. Explore and implement tiered water and sewer rate structure for Residential and Commercial	PW
	2. Ordinance Updates, Shoreland and Erosion control	PW
	3. Develop Overhead Eelectric Undergrounding Policy	PW
	4. Explore ways to improve sustainability through purchases and practices, and apply sustainable methods to areas where appropriate	PW
Long Term	1. Support and maintain Forestry Program	P&R
	VI. Physically and Mentally Active and Healthy	
Existing Work Plan Items	1. Support implementation of Parks and Recreation Master Plan & Refine the process for 2013-15 Park and Recreation Renewal Program - Support Citizen Organizing and Implementation Teams including identifying other funding mechanisms	P&R
Short Term	1. Re-evaluate the Parks Improvement Plan in the context of the CIP (CIP Task Force)	Finance
Long Term	1. Develop better strategies and plans for supporting our senior community (Short term-task force) (Long term-strategies)	Admin
	2. Develop better connections between city government, school districts, and public and private providers of services to those in need in our community	Admin

Strategic Directives
May/2012

Page 4

		Lead Dept
	VII. Well-Connected Through Transportation and Technology Infrastructure	
Existing Work Plan Items	1. Improve Walkability of Neighborhoods b y Continuous Additions of Trails and Sidewalks	PW
Short Term	1. Continue to lobby for the Northeast Diagonal transportaion corridor	PW
	2. Establish sustainable funding mechanisms for the replacement of city information systems, streets, sidewalks, and parking lots (CIP Task Force)	Finance
	3. Develop a build-out plan for existing pathway master plan and parks & rec master plan plathway components, conect multi-family to bus stops and school crossings (on the same side of the street as the complex). (Short term/Long term for Departments and CIP.)	PW
Long Term	1. Participate in regional transportation efforts-to ensure adequate regional resources are allocated to transit and transportation infrastructure to serve Roseville needs	Public Works
	VIII. Engaged in Our Community's Success As Citizens, Neighbors, Volunteers, Leaders, and Businesspeople	
Short Term	1. Discuss and implement an ongoing, communtiy, community driven visioning process	Admin
	2. Support Human Rights Commission's efforts on civic engagement and neighborhoods	Admin
Short & Long Term	1. Improve Communications with residents (Televised materials; Newsletter; Newspaper; Mailings)	Admin
	2. Discuss and evaluate Council goals and directives for existing city commissions and explore the potential of newly created commissions and boards (i.e. Park Board/Park District & Finance Commission)	Admin
Long Term	1. Support initiatives to better communicate with local businesses and 2025 vision to continue to recognize and incent the spirit of "volunteer" within Roseville	Comm Dev/Admin
	2. Routinely seel community input to evaluate and continuously improve city services	Admin
	3. Support city-wide record management system to accurately and electronically create, store and retrieve documents	Admin
	4. Support Volunteer Management Program	Admin

Strategic Directives
May/2012

		Lead Dept
Page 5	**IX. Organizational Mission Statement**	
Short Term	1. Continue to emphasize and refine performance measurement programs	Finance
	2. Actively pursue a local options sales tax.	Admin
	3. Continue implementation of the CIP Program	Finance
	4. Develop budgeting strategies to achieve a more united (even) compensation structure for union and non-union employees (For Discussion)	Admin
Long Term	1. Create a succession, leadership, career development, training, recruitment and retention management plans to ensure quality service	Admin
	2. Participate in regional and intergovernmental collaborations for shared service opportunities	All
	3. Develop, implement, adequately funded long-term capital and infrasturcture management program	Finance

Attachment C

ROSEVILLE

Public Works Department/Engineering

Memo

To: Chris Miller, Finance Director

From: Duane Schwartz, Public Works Director

Date: 10/5/2012

Re: Public Works Vehicle and Equipment Purchasing Practices

Attached are the Public Works vehicle and equipment replacement guidelines. This information was requested by a Council Member at the September budget discussion. We also checked with other communities on their replacement practices for vehicles and equipment. Generally they use similar guidelines and measures. Some have formalized their guidelines into a point system that indicates when a vehicle or piece of equipment is replacement eligible. Consistently the goal is to maximize the city's value from the investment or in other words achieve the lowest life cycle cost.
We received feedback from Inver Grove Heights, Rosemount, New Brighton, Savage, and Met Council.

None of the agencies we received feedback from had hard and fast mileage or age requirements alone. We do know that some communities do refurbish some of their trucks and vehicles rather than replace them more frequently. There are other factors that allow them to achieve a similar life cycle cost with their programs. They tend to have larger fleets with spare vehicles allowing for downtime associated with repair and refurbishing and a significantly larger mechanic staff to support an older fleet.

We have been trending keeping vehicles and equipment longer in Public Works for the past 10-15 years. This is partially due to funding issues but also due to advancements in technologies and reliability, and changes in operations and equipment utilization. The cost of parts has risen faster than the cost of new vehicles and equipment in recent years. This tends to favor replacement in a life cycle cost analysis.

Let me know if you have questions.

Public Works Department Vehicle and Equipment Replacement Guidelines

The Public Works Department has created guidelines for the replacement of vehicles and equipment in the department fleet. The guidelines will determine when existing vehicles and equipment will be eligible to be replaced, so that it is done in a timely and cost-effective manner, while maximizing the city's investment in its vehicles and equipment. The guidelines assist in the preparation of the department's Capital Improvement Program.

The Department shall budget for replacement vehicles and equipment when they meet the established replacement criteria. The replacement of vehicles and equipment will be determined based upon recommended guidelines for the vehicles age, mileage, type, use, maintenance history and needs, and budgetary considerations. Vehicle replacement may also be determined on a case-by-case basis and/or the current usefulness of the vehicle in the fleet for its intended purpose. Technological advances can deem certain vehicles or equipment obsolete from an operations perspective. Fuel efficiency is also a consideration when a reduction in fuel costs can be achieved. Generally mileage on a particular truck or vehicle is not the deciding factor for replacement as most vehicle use in the Public Works Department generates fewer miles than operations in some other departments or agencies. Vehicle and equipment replacement will be approved through the budgetary process.

CRITERIA FOR VEHICLE AND EQUIPMENT REPLACEMENTS:

Heavy Equipment (Loaders, Sweepers): Eligible to replace after ten (10+) years depending on condition, maintenance history, and repair needs.

Light to Medium Duty Tractors, Equipment (Backhoe, Skid Loaders, Tractors): Eligible to replace after ten (10+) years depending on condition, maintenance history, and repair needs.

Heavy Duty Trucks (Dump Trucks with snowplow equipment, Sewer Cleaner Truck): Eligible to replace after ten (10) years, depending on condition, maintenance history, and repair needs.

Medium Duty Trucks (Water Truck, Patch Truck, Sign Truck): Eligible to replace Replace units after ten (10) years, depending on condition, maintenance history, and repair needs.

Light Duty Trucks (1Tons, Pickups, small equipment, mowers): Eligible to replace units after eight (8) years, depending on condition, mileage, maintenance history, and repair needs.

Administrative Vehicles: Eligible to replace after ten (10) years, depending on condition, mileage, maintenance history, and repair needs.

- Budgeted replacement costs include: State sales tax (when required), licensing fees, and accessory equipment (dump boxes, plows, hitches, lights, decals, etc.)
- Budgeted replacement costs do not include trade in or disposition values of units. Any revenue received through trade in or sale of unit will be deposited in the appropriate equipment replacement fund and dedicated to future equipment purchases.
- All vehicle replacements need approval through the budget process or City Council approval.
- All vehicles will be evaluated prior to replacing. Vehicles deemed to still be in good condition and serving its functional purpose will remain in the fleet and reviewed the following year.
- Replacement evaluation will consider life cycle cost to ensure the lowest annual overall cost.

Memorandum

Date: September 10, 2012

To: Roseville Residents and Businesses, Fellow City Councilmembers, and City Staff

From: Mayor Dan Roe, City Councilmember Jeff Johnson, City Manager Bill Malinen, and Finance Director Chris Miller

Subject: Phase II of Recommendations from the CIP Subcommittee

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The Purpose of the Subcommittee

As noted in 2011, this subcommittee was established by the City Council as the result of the Council/Staff work plan discussions held earlier that year. The subcommittee was made up of Mayor Roe, Councilmember Johnson, City Manager Malinen, and Finance Director Chris Miller. The purpose of the subcommittee was to determine a path to a sustainable capital funding plan for the City in light of the ongoing under-funding of capital replacement needs, and to propose a plan for consideration by the community and the City Council.

The Problem – A Reminder

As a refresher of information contained in the 2011 proposals, in total, the capital needs for the City for the next 20 years have been estimated to amount to around $218 million. Of that total, about $148 million (68% - over two thirds) were un-funded by then-current sources as projected over the next 20 years. A graphic example of that situation follows:

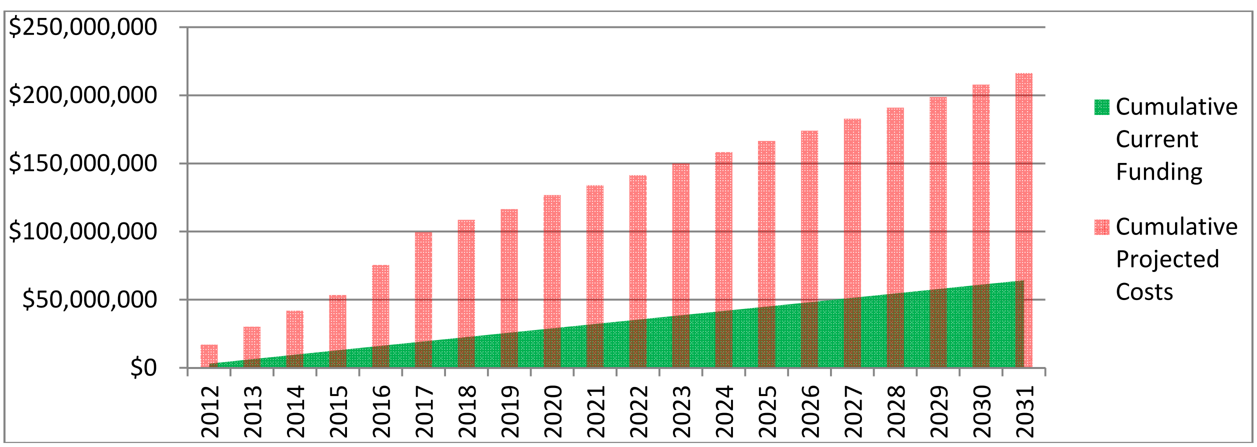

Figure 1. Current Situation - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. All figures are in 2012 dollars.

The 2011 Recommendations – A Reminder of What Has Been Done

Tax-Supported Capital Needs.

Background. The tax-supported capital areas (other than Fire Station or Parks and Pathways needs) are Vehicles, Equipment, and Facilities. Vehicles represent City “rolling stock,” from police squad cars to fire trucks to snow plows to utility pick-up trucks. Equipment represents such things as firefighter turn-out gear, police firearms, office furnishings, and the like. Facilities capital needs generally do not include whole buildings, but rather major building systems, such as roof replacements or heating and air conditioning systems. These capital items are the “nuts and bolts” of doing City business on the tax-supported side of the ledger.

Over $16 million (57%) of the $28 million in general Vehicle, Equipment, and Facility needs was un-funded as of 2011, using then-current funding levels and projected costs over the next 20 years.

Recommendation. The subcommittee recommended, and the City Council implemented, a long-term solution for Vehicles, Equipment, and Facilities that is a combination of shifting funding from operational costs to capital costs, re-purposing existing levy funding, and adding revenues. This recommended solution addressed 100% of the $16 million identified shortfall over the next 20 years, and left the associated fund balances and annual funding at sustainable levels beyond that time.

The first part of the implemented recommendation was to shift approximately $300,000 (about 2.0% of the then-current $14.7 million levy) from current operating budget funding to capital funding in 2012, and to maintain that shift permanently going forward. Approximately $115,000 of that amount goes annually be dedicated to Vehicle funding, approximately $115,000 to Equipment funding, and the remaining approximately $70,000 goes to Facility funding.

The second part of the implemented recommendation was to re-purpose for capital needs half of the $475,000 ongoing property tax levy that was “over-levy” to account for the loss of Market Value Homestead Credit reimbursement from the State, and to maintain that re-purposing permanently going forward. Approximately $95,000 of that amount would annually be dedicated to Vehicle funding, approximately $95,000 to Equipment funding, and the remaining approximately $47,000 would be dedicated to Facility funding.

The third part of the implemented recommendation was to increase the annual property tax levy by $256,000 (1.8% of the current $14.7 million levy) in 2012, and to maintain that increase permanently going forward. Approximately $103,000 of that amount would annually be dedicated to Vehicle funding, approximately $103,000 to Equipment funding, and the remaining approximately $50,000 would be dedicated to Facility funding.

These implemented actions totaled an ongoing annual increased capital funding for Vehicles, Equipment, and Facilities of $800,000, creating a sustainable funding mechanism for at least the next 20 years. Approximately 40% of the increased funding came from permanent operating spending cuts and 32% from increased property taxes (the rest was from re-purposing of existing levy funding.

Utility Needs.

Background. The fee-supported Utilities in the City with significant un-funded capital needs are the Water Utility, the Sanitary Sewer Utility, and the Stormwater Uitility. These utilities all consist largely of underground piping systems that were installed over a period from the 1940's to the 1970's as the City developed. In addition, the Water Uitilty includes the City's water tower, and the Stormwater Utility includes a number of City-maintained stormwater management ponds. This capital infrastructure is provided by the City to deliver safe drinking water to the homes and businesses in the City, to take away sanitary sewer wastewater to the Metropolitan Council's sewer system and treatment facility for safe treatment, and to safely collect stormwater run-off, treat it, and deliver it to the environment via the streams, lakes, and other waterways of the area.

Much of the piping in these systems is approaching 50-60 years of age, and was made of materials that have been found to not last much longer than that, if even that long. The cast iron of the water mains is brittle and subject to leaking and breaks as the result of ground shifting, tree roots, etc. The clay tile of the sanitary sewer lines is similarly subject to leaks and breaking. Since the City pays St. Paul for drinking water, each leak or break in a line costs the City's residents and businesses in higher rates to account for that un-used water we purchase. Leaks of raw sewage into the ground pose a danger to the environment.

In an effort to keep current and future costs down, the City is using new materials and technologies to replace or repair existing water and sewer mains. Where City streets are being completely replaced, the water and sewer lines are being replaced (as needed) with more durable materials. Where streets are not programmed for replacement for many years, the City is using re-lining technology that puts a new plastic pipe inside the existing pipe, and does not require excavation of the street.

The capital infrastructure funding gap over the next 20 years in these Utility funds was about $47 million out of total projected costs of $65 million in 2011. In other words, 72% of the projected costs were then un-funded.

Recommendation. The subcommittee recommended, and the City Council implemented, a long-term solution for funding the significant capital replacement needs of these Utilities that was based on additional revenues.

The recommendation was to increase the annual utility base fees by a total of $1.1 million in 2012 and an additional $1.1 million in 2013, and to maintain the total $2.2 million increase permanently going forward. Approximately $850,000 of that amount was dedicated to Water Utility capital funding, approximately $830,000 to Sanitary Sewer Utility capital funding, and the remaining approximately $500,000 was dedicated to Stormwater Utility capital funding.

Total Impact of the 2011 Implementation Actions.

The implemented subcommittee recommendations from 2011 are graphically represented, superimposed on the earlier graph of the problem (Figure 1 above), as follows:

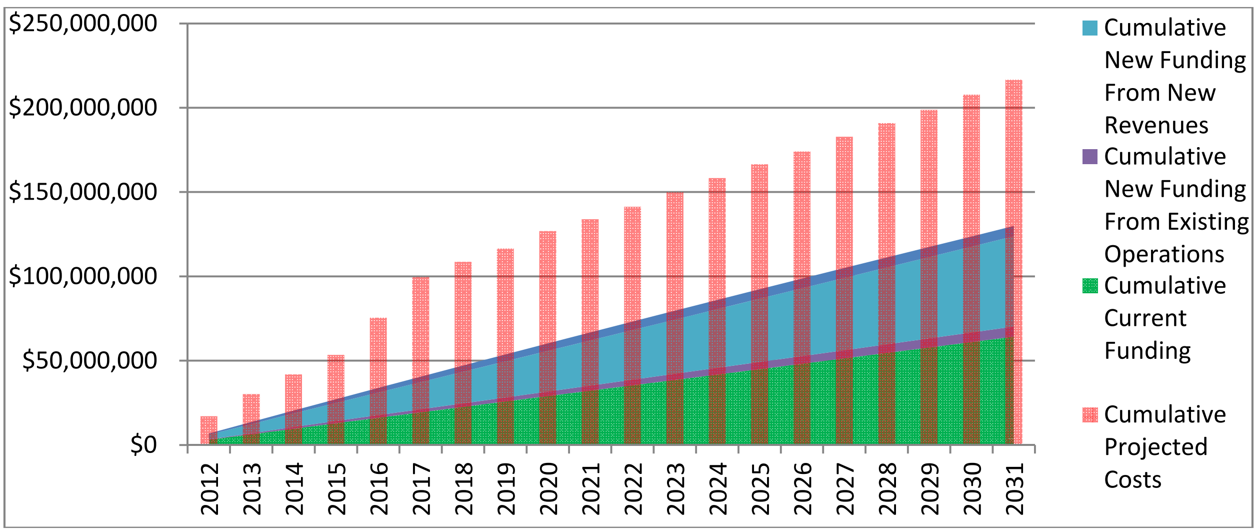

Figure 2. With 2011 Recommended Solutions - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. The light blue area represents cumulative projected new funding from new revenues. The narrow purple area between the green and light blue areas represents cumulative new funding from operational budget cuts. All figures are in 2012 dollars.

As can be seen, even with implementation of the subcommittee recommendations in 2011, significant work remains – primarily in the Parks, Pathways, Streets, and IT capital funding areas, which were not addressed by the 2011 actions.

The Rest of the Problem – A 2012 Update

The primary areas of unfinished business from 2011 include Parks, Pathways, Streets, IT, Central Services, and Admin. capital funding. All of these areas, with the exception of Streets, are funded largely with property tax dollars. (Streets are funded primarily with State MSA money and interest from the approximately $13 million Street Replacement Fund.)

These areas of unfinished capital funding represent an additional approximately $93 million in costs, out of the original $218 million identified in 2011. Of that, about $41 million, or about 44%, is unfunded based on current funding sources in 2012.

The pieces of the remaining unfunded amount are:

- About $17 million of a total of $47 million in costs for the Street Pavement Management Program (Street PMP). [37% unfunded]
- About $9.4 million of a total $28.5 million in costs for Park Facilities and PIP items [33% unfunded]
- About $7 million of Skating Center Facility needs [100% unfunded]
- About $4.6 million of a total $5.7 million in Information Technology, Central Services, and Admin Equipment costs [81% unfunded]
- About $1.2 million of $4.2 million in costs for the Pathway & Parking Lot Pavement Management Program (PPPMP) [29% unfunded]
- About $355,000 of Street Lighting replacement costs [100% unfunded]

It is worth repeating here that these funding levels are based on optimized replacement schedules and lists of ongoing capital replacement needs, as reflected in the 2012-2031 Capital Improvement Plan.

The Rest of the Solution – 2012 Subcommittee Recommendations

Part of the Solution: The Park Renewal Plan

In terms of Pathways and Park Facilities, a significant part of the solution is already being implemented through the Park Renewal Plan. The next four years of the Park Facility CIP needs and Park Improvement Plan needs, as well as about $2 million in new pathway construction, are included in the Park Renewal Plan projects.

The Rest of the Solution: 8 Years of Proposed Actions

Generally, the proposals that follow will fund capital needs through either or both of 2 means: Repurposing existing property tax levy funds that are now collected for other purposes, and additional property tax levy funding.

<u>Street PMP</u>. The Street PMP program is the annual scheduled repairs, refurbishment, or replacement of City streets in order to maintain a Pavement Condition Index of 80 or greater, which optimizes the life of the pavement. The Street PMP program is currently funded by between $1 million and $2 million per year in State MSA (gas tax) funds, and about $300,000 to $500,000 per year in interest earnings on the $13 million Street Replacement endowment fund. Without changes to the funding, the program begins to spend down the endowment fund significantly starting in about 2016, running the fund below a zero balance by about 2028.

Without the State making changes to the MSA funding for the City, the City must supplement the annual costs for Street PMP projects with property taxes or property assessments, or other funding. The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2015, repurpose for Street PMP the current $160,000 ongoing annual levy that goes to debt service on existing street bond #25 when that bond is retired.
- In 2016, repurpose for Street PMP the current $150,000 ongoing annual levy that goes to debt service on existing street bond #23 when that bond is retired.
- In 2017, add an additional $160,000 of ongoing property tax levy funding for the Steet PMP
- In 2018, add another $160,000 of ongoing property tax levy funding for the Street PMP
- In 2019, add another $200,000 of ongoing property tax levy funding for the Street PMP, totaling an additional $520,000 of ongoing property tax levy for Street PMP going forward

Of the $830,000 total increase in annual ongoing funding for Street PMP over that 5-year period, about 63% comes from additional property tax levy funding and about 37% comes from repurposing existing property tax levy funds.

<u>Park Facilities and PIP</u>. Park Facilities are generally repaired, refurbished, or replaced through Park Facilities capital funding and the PIP (Park Improvement Program). Currently (as of the 2012/13 biennial budget plan), $0 each year goes toward Park Facilities and $40,000 per year goes toward the PIP. As noted above, the Park Renewal Plan addresses a backlog of near-term Park Facilities Costs. However, without additional funding, the next 20 years of Park Facility capital needs will be unfunded by about $9.4 million.

The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2016, add an additional $160,000 of ongoing property tax levy funding for Park Facilities and PIP capital needs.
- In 2020, repurpose about $650,000 of the $825,000 total ongoing annual levy that goes to debt service on existing city hall and public works facility bond #27 when that bond is retired. (This leaves $175,000 of that ongoing debt service levy to either apply to levy reduction or other needs that may become apparent by 2020.)

Of the $810,000 total increase in annual funding for Park Facilities and PIP over that 5-year period, about 20% is from additional property tax levy funding and about 80% is from repurposing existing property tax levy funds.

<u>Skating Center Facilities</u>. Skating Center Facilities had been generally repaired, refurbished, or replaced through Park Facilities capital funding. However, due to the multi-purpose nature of the Skating Center, its funding is recommended to come from the Building Replacement Fund, which was otherwise addressed by the Facilities funding recommendations implemented in 2011. Currently (as of the 2012/13 biennial budget plan), $0 each year goes toward Skating Center Facilities. Clearly, additional Facility funding for the Skating Center is required to meet its capital replacement needs. (As a note, the identified capital Facilities needs discussed here for the Skating Center are largely outside of the scope of the State bonding bill projects and the funding from the Guidant grant.)

The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2014, add an additional $200,000 of ongoing property tax levy funding for Skating Center Facility capital needs.
- In 2018, repurpose the $335,000 ongoing annual levy that goes to debt service on existing skating center geothermal project equipment certificates when they are retired.

Of the $535,000 total increase in annual funding for Skating Center Facilities capital needs over that 5-year period, about 37% is from additional property tax levy funding and about 63% is from repurposing existing property tax levy funds.

<u>IT, Central Services, & Administration</u>. These are additional areas of Equipment replacement needs that were not addressed by the actions implemented in 2011. IT equipment needs are those of the City and exclude those related to the provision of IT services to our Joint Powers partners. Central Services equipment needs are related to the several copiers the City owns or leases for various City facilities. Administration equipment needs come from the replacement of voting machines, which the City continues to own even with the contract with Ramsey County to administer our elections. Currently (as of the 2012/13 biennial budget plan), $50,000 of property tax funding each year goes toward IT equipment needs (computers, routers, etc.) for the City of Roseville, and about $5,000 goes toward Central Services or Administration equipment needs. Without additional funding, the fund balances in both IT and Central Services will disappear within 1-2 years.

The Subcommittee recommends using property tax levy funding to address the shortfalls, as follows:

- In 2013, add an additional $160,000 of ongoing property tax levy funding for IT, Central Services, and Admin. capital needs.
- In 2014, add an additional $75,000 of ongoing property tax levy funding, making the ongoing total additional funding level $235,000 (100% of which comes from new property tax levy funding).

<u>Pathways & Parking Lots PMP</u>. The Pathways & Parking Lots PMP program is the annual scheduled repairs, refurbishment, or replacement of those City facilities in order to maintain a Pavement Condition Index of 75 or greater, which optimizes the life of the pavement. The PPPMP program is currently funded by an annual property tax levy amount of $150,000. However, there is virtually no fund balance in this fund, and annual costs, with added pathways in the system as well as increased materials costs, etc., are expected to outpace the $150,000 annual funding.

The Subcommittee recommends using additional property tax levy funding to address the shortfall, as follows:

- In 2015, add an additional $80,000 of ongoing property tax levy funding for PPPMP needs.

<u>Street Light Replacement</u>. The City owns some street lights along our roadway system (although Xcel Energy owns most of them). The City has no fund balance or annual funding for replacement of the streetlights that we own, so a stable, dependable funding source would eliminate the ongoing use of General Fund reserves for that purpose.

The Subcommittee recommends using additional property tax levy funding to address the shortfall, as follows:

- In 2013, add an additional $25,000 of ongoing property tax levy funding for Street Light replacement needs.

Total Impact of the 2012 CIP Subcommittee Recommendations

The table below illustrates the annual levy impacts of the proposed changes (independent of any other levy changes that may be required).

Biennium	Year	Total CIP Funding Increase	Funded by Cuts	Funded by Re-Purposed Existing Levy	Net Levy Increase Required	Approx. % Change to Levy for CIP Funding
2012/13	2012	$800,000	$306,500	$237,500	$256,000	1.8%
	2013	$185,000	$0	$0	$185,000	1.3%
2014/15	2014	$200,000	$0	$0	$200,000	1.2%
	2015	$315,000	$0	$160,000	$155,000	0.9%
2016/17	2016	$310,000	$0	$150,000	$160,000	0.9%
	2017	$160,000	$0	$0	$160,000	0.9%
2018/19	2018	$495,000	$0	$335,000	$160,000	0.9%
	2019	$200,000	$0	$0	$200,000	1.1%
2020/21	2020	$650,000	$0	$650,000	$0	-
	2021	$0	$0	$0	$0	-
Total of Changes:		$3,315,000	$306,500	$1,532,500	$1,476,000	~10%
% of Total Change:			9%	46%	45%	

Table 1. Annual Levy Impacts of 9-Year CIP Implementation. All figures are in 2012 dollars. Levy change percentages do not account for other types of levy impacts, such as operating cost increases.

Additional Recommendations

The CIP Subcommittee recommends strongly that the City Council adopt this plan by resolution, making it the policy of the City, incenting future City decision makers to follow through on these critical funding plans.

Further, the Subcommittee recommends adopting a change to the existing Capital Replacement Policy to require biennial reviews of the capital fund balance projections based on the latest 20-Year Capital Improvement Plan in order to be sure that the funding of capital needs keeps pace with changes in the plan as well as updates to costs based on inflation. The objective of the policy should be to make sure that sustainable positive fund balances can be projected in each fund over the coming 20 years, and that capital funding amounts in the tax levy and utility fees are adjusted to keep up with those requirements.

Additional Topic: New Pathway Construction

Not included in the above recommendations is a proposal to address new pathway construction. It is estimated that between $300,000 and $400,000 annually over the next 30 years would completely build out the current un-built Pathway Master Plan. Over the next 20 years, that totals about $6.5 million in unfunded new pathway construction.

About $2 million of new pathways are anticipated to be constructed in the next 4 years as part of the Park Renewal Plan that is underway. That makes a notable dent in the unfunded backlog.

The City Council may want to consider implementing in about 2016 an annual levy (currently estimated at about $265,000) for the purpose of continuing to build out the Pathway Master Plan.