



City Council Agenda

Monday, December 3, 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 |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports and Announcements |
| 6:15 p.m. | 5. Recognitions, Donations and Communications |
| 6:20 p.m. | 6. Approve Minutes
a. Approve Minutes of November 19, 2012 Meeting |
| 6:25 p.m. | 7. Approve Consent Agenda
a. Approve Payments
b. Approve Business & Other Licenses & Permits
c. Approve General Purchases and Sale of Surplus items in excess of \$5000
d. Fire Department & Allina Health Emergency Medical Services Medical Direction and Oversight Agreement
e. Consider Not Waiving Statutory Liability Limits for 2013 |
| 6:35 p.m. | 8. Consider Items Removed from Consent |
| | 9. General Ordinances for Adoption |
| | 10. Presentations |
| | 11. Public Hearings |
| 6:45 p.m. | a. Final 2013 Budget, Tax Levy, and Utility Rates |
| | 12. Business Items (Action Items) |
| 7:45 p.m. | a. Adopt a Resolution Establishing the Final 2013 Budget |
| 7:50 p.m. | b. Adopt a Resolution Establishing the Final 2013 Tax Levy |

- 7:55 p.m. c. Adopt a Resolution Establishing the Final 2013 HRA Tax Levy
- 8:05 p.m. d. Adopt a Resolution Establishing the 2013 Utility Rates
- 8:15 p.m. e. Accept the 2012-2031 Capital Improvement Plan (CIP)
- 8:25 p.m. f. Approve Contract for Engineering Services to Acquire Right- Of- Way for the Twin Lakes Area Public Improvements
- 8:35 p.m. g. Approve Contract for Engineering Services to develop Twin Lakes Area Public Improvements Feasibility Report
- 8:45 p.m. h. Approve City Attorney for Civil Legal Services
- 8:55 p.m. i. Confirm Advisory Commission Reappointment/Appointment Process

13. Business Items – Presentations/Discussions

- 9:05 p.m. a. Discuss Uniform Commission Code
- 9:15 p.m. b. Twin Lakes Redevelopment Area Discussion
- 9:25 p.m. c. Discuss Proposed Zoning Ordinance Text Amendments
- 9:35 p.m. d. Discuss Pedestrian Activated Crosswalk Signal at Dionne St. and Lexington Ave.

9:45 p.m. 14. City Manager Future Agenda Review

9:50 p.m. 15. Councilmember Initiated Items for Future Meetings

10:00 p.m. 16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	Dec 4	6:30 p.m.	Parks & Recreation Commission
Wednesday	Dec 5	6:30 p.m.	Planning Commission
Monday	Dec 10	6:00 p.m.	City Council Meeting
No Meeting in December			Housing & Redevelopment Authority
Monday Tuesday	Dec 24-25		City Offices Closed – Christmas Eve & Christmas Day
January	2013		
Tuesday	Jan 1		City Offices Closed - New Year's Day Observance
Monday	Jan 7	6:00 p.m.	City Council Meeting

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

Date: December 3, 2012

Item: 6.a

Approve Minutes of Nov 19
Council Meeting

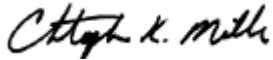
No Attachment

REQUEST FOR COUNCIL ACTION

Date: 12/03/2012

Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$500,075.36
68301-68392	\$230,214.95
Total	\$730,290.31

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
 Printed: 11/28/2012 - 9:37 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/13/2012	Recreation Fund	Office Supplies	Bindings101-ACH	Gymnastics Books	61.77
0	11/13/2012	Recreation Fund	Use Tax Payable	Bindings101-ACH	Sales/Use Tax	-3.97
0	11/13/2012	General Fund	Vehicle Supplies	Cy Plastics-ACH	Flare Container	64.25
0	11/13/2012	General Fund	209001 - Use Tax Payable	Cy Plastics-ACH	Sales/Use Tax	-4.13
0	11/13/2012	Golf Course	Vehicle Supplies	Suburban Ace Hardware-ACH	Gas Line Filter	10.27
0	11/13/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	187.62
0	11/13/2012	Telecommunications	Telephone	Sprint-ACH	Cell Phones	48.67
0	11/13/2012	Water Fund	Telephone	Sprint-ACH	Cell Phones	90.29
0	11/13/2012	Information Technology	Telephone	Sprint-ACH	Cell Phones	79.99
0	11/13/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	194.67
0	11/13/2012	Information Technology	Telephone	Sprint-ACH	Cell Phones	169.96
0	11/13/2012	Recreation Fund	Telephone	Sprint-ACH	Cell Phones	253.95
0	11/13/2012	P & R Contract Maintenance	Telephone	Sprint-ACH	Cell Phones	41.60
0	11/13/2012	Golf Course	Telephone	Sprint-ACH	Cell Phones	90.29
0	11/13/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	59.28
0	11/13/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	385.85
0	11/13/2012	P & R Contract Maintenance	Miscellaneous	Suburban Ace Hardware-ACH	No Receipt-Norman	21.92
0	11/13/2012	General Fund	Operating Supplies	Target- ACH	Groundbreaking Ceremony Supplies	77.53
0	11/13/2012	Recreation Fund	Operating Supplies	Walmart-ACH	Credit	-6.14
0	11/13/2012	General Fund	Operating Supplies	Caribou Coffee- ACH	Groundbreaking Ceremony Supplies	51.38
0	11/13/2012	P & R Contract Maintenance	Temporary Employees	Sprint-ACH	Cell Phones	80.25
0	11/13/2012	Storm Drainage	Telephone	Sprint-ACH	Cell Phones	54.25
0	11/13/2012	General Fund	Telephone	Sprint-ACH	Cell Phones	687.49
0	11/13/2012	Information Technology	Telephone	Sprint-ACH	Cell Phones	134.50
0	11/13/2012	Water Fund	Operating Supplies	McMaster-Carr-ACH	Meter Van Supplies	31.89
0	11/13/2012	Recreation Fund	Training	Rutgers Sugar Lake Lodge ACH	MIAMA Conference Lodging	90.73
0	11/13/2012	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Shelter Supplies	12.29
0	11/13/2012	Golf Course	Vehicle Supplies	North Hgts Hardware Hank-ACH	Gas Line Primer Bulb	3.20
0	11/13/2012	Recreation Fund	Operating Supplies	Office Depot- ACH	Office Supplies	72.82
0	11/13/2012	Recreation Fund	Operating Supplies	Home Depot- ACH	Ceiling Tile Hooks	12.85
0	11/13/2012	General Fund	Operating Supplies	Cub Foods- ACH	Cake	42.99
0	11/13/2012	General Fund	Operating Supplies	Target- ACH	Groundbreaking Ceremony Refreshm	26.95
0	11/13/2012	General Fund	Operating Supplies	Party City-ACH	Groundbreaking Ceremony Supplies	16.00
0	11/13/2012	General Fund	Operating Supplies	UPS Store-ACH	Shipping Charges	14.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/13/2012	Recreation Fund	Operating Supplies	US Foods-ACH	Senior Club Supplies	17.14
0	11/13/2012	General Fund	Training	Chipotle- ACH	Training Meals	53.46
0	11/13/2012	General Fund	Regular Salaries	Hennepin Tech. College- ACH	Emergency Preparedness Training	195.00
0	11/13/2012	General Fund	Worksession Expenses	Nelsons Cheese & Deli-ACH	Council Meeting, Fire Station Ground	75.76
0	11/13/2012	Recreation Fund	Operating Supplies	Donut Hut-ACH	Plant Sales Supplies	13.95
0	11/13/2012	General Fund	Training	Which Wich Sandwiches-ACH	Training Meals	59.13
0	11/13/2012	Recreation Fund	Operating Supplies	Dunn Bros Coffee-ACH	Plant Sale Supplies	35.10
0	11/13/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	88.85
0	11/13/2012	Recreation Improvements	Hockey Rink Board Upgrades	Menards-ACH	Split Rail Fence Supplies	412.74
0	11/13/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Snap Breeching	6.94
0	11/13/2012	Recreation Fund	Operating Supplies	Byerly's- ACH	HANC Fest Supplies	32.77
0	11/13/2012	Pathway Maintenance Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Plumbing Supplies, Sod Roller	46.36
0	11/13/2012	General Fund	Operating Supplies	Target- ACH	Dishwasher Soap	16.92
0	11/13/2012	General Fund	Training	Rainbow Foods-ACH	Training Supplies	15.90
0	11/13/2012	General Fund	Conferences	Public Agency Training-ACH	Criminal Investigation Class-Brake	295.00
0	11/13/2012	General Fund	Training	Socorro Springs-ACH	Training Meals	121.02
0	11/13/2012	Storm Drainage	Training	MN Fall Expo-ACH	Fall Maintenance Expo	225.00
0	11/13/2012	General Fund	Regular Salaries	Superamerica-ACH	Ice	3.58
0	11/13/2012	General Fund	Regular Salaries	Rocco's Pizza-ACH	Officers Meeting Food	108.76
0	11/13/2012	General Fund	Office Supplies	Fastsigns-ACH	Reflective Helmet Names	290.14
0	11/13/2012	General Fund	Operating Supplies	Pro Med Kits-ACH	Rescue Equipment	70.12
0	11/13/2012	General Fund	209001 - Use Tax Payable	Pro Med Kits-ACH	Sales/Use Tax	-4.51
0	11/13/2012	Information Technology	Operating Supplies	RadioShack-ACH	USB Hub	7.47
0	11/13/2012	General Fund	Training	GFOA- ACH	Registration Fee	135.00
0	11/13/2012	Recreation Fund	Operating Supplies	Menards-ACH	Cable, Connector	36.26
0	11/13/2012	General Fund	Operating Supplies	Olive Garden-ACH	Meeting Supplies	18.75
0	11/13/2012	General Fund	Operating Supplies	Target- ACH	Investigations Video Camera Supplies	204.67
0	11/13/2012	General Fund	Operating Supplies	Walmart-ACH	Food Supplies	36.00
0	11/13/2012	General Fund	Conferences	Boulder Tap House-ACH	Conference Meal	26.09
0	11/13/2012	General Fund	Operating Supplies	Discount Mugs-ACH	Mugs	216.82
0	11/13/2012	General Fund	209001 - Use Tax Payable	Discount Mugs-ACH	Sales/Use Tax	-13.95
0	11/13/2012	General Fund	Operating Supplies	Sherwin Williams - ACH	Paint Supplies	45.29
0	11/13/2012	Community Development	Conferences	MN GIS-ACH	Annual Conference-Stapleton	250.00
0	11/13/2012	General Fund	Operating Supplies	Diamond Vogel Paints-ACH	Paint Supplies	92.71
0	11/13/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Hammers	70.61
0	11/13/2012	General Fund	Operating Supplies	PTS Tool Supply-ACH	Sign Truck Supplies	39.15
0	11/13/2012	General Fund	Training	Target- ACH	Water	11.96
0	11/13/2012	General Fund	Operating Supplies	UPS Store-ACH	Shipping Charges	17.82
0	11/13/2012	General Fund	Conferences	Best Western- ACH	Conference Lodging-Ellsworth	97.77
0	11/13/2012	General Fund	Operating Supplies	BDS Tactical Gear, Inc-ACH	Firefighter Gear	347.13
0	11/13/2012	General Fund	209001 - Use Tax Payable	BDS Tactical Gear, Inc-ACH	Sales/Use Tax	-22.33
0	11/13/2012	Pathway Maintenance Fund	Operating Supplies	Suburban Ace Hardware-ACH	Plumbing Supplies	45.64
0	11/13/2012	General Fund	Training	Byerly's- ACH	Range Lunches	63.95
0	11/13/2012	Golf Course	Miscellaneous	Target- ACH	Missing Receipt-Maxey	7.92

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/13/2012	Recreation Fund	Operating Supplies	Dollar Tree-ACH	MRPA Conference Supplies	64.37
0	11/13/2012	Recreation Fund	Office Supplies	Target- ACH	Storage Bin	19.27
0	11/13/2012	Golf Course	Operating Supplies	Suburban Ace Hardware-ACH	Plumbing Supplies	15.62
0	11/13/2012	Recreation Fund	Operating Supplies	Michaels-ACH	MRPA Conference Supplies	62.84
0	11/13/2012	Recreation Fund	Operating Supplies	Staples-ACH	Mailing Supplies	76.03
0	11/13/2012	Golf Course	Vehicle Supplies	Restaurant Depot- ACH	Club House Supplies	54.18
0	11/13/2012	General Fund	Conferences	MN GIS-ACH	Annual Conference-Stapleton	250.00
0	11/13/2012	Storm Drainage	Vehicle Supplies	John M ELLsworth Co-ACH	Portable Fuel Tank	635.00
0	11/13/2012	Water Fund	Operating Supplies	RadioShack-ACH	Cables	32.11
0	11/13/2012	General Fund	Vehicle Supplies	Suburban Ace Hardware-ACH	Fasteners	5.76
0	11/13/2012	General Fund	Training	School Outfitters-ACH	Marker Boards, Easel	309.91
0	11/13/2012	General Fund	209001 - Use Tax Payable	School Outfitters-ACH	Sales/Use Tax	-19.94
0	11/13/2012	Police Grants	e-Citation Implementation	R&J Law Enforcement-ACH	Bait Vehicle Training	1,400.00
0	11/13/2012	General Fund	Regular Salaries	Hennepin Tech. College- ACH	Emergency Preparedness Training	195.00
0	11/13/2012	Contracted Engineering Svcs	Training	U of M Blosys/AG Eng-ACH	Stormwater Design Class	310.00
0	11/13/2012	Recreation Fund	Operating Supplies	Michaels-ACH	MRPA Conference Supplies	131.69
0	11/13/2012	General Fund	Worksession Expenses	Byerly's- ACH	City Mayor/Manager Meeting Hosted	22.38
0	11/13/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Popcorn Machine Supplies	17.65
0	11/13/2012	P & R Contract Maintenance	Minor Equipment	Home Depot- ACH	Drill/Driver Kit	426.36
0	11/13/2012	General Fund	Operating Supplies	Best Buy- ACH	Digital Camera, Memory Card	142.45
0	11/13/2012	Recreation Fund	Operating Supplies	Walmart-ACH	Shark Cordless Sweeper	52.37
0	11/13/2012	General Fund	Operating Supplies	Allegro-ACH	Hand Sanitizer	186.19
0	11/13/2012	General Fund	209001 - Use Tax Payable	Allegro-ACH	Sales/Use Tax	-11.98
0	11/13/2012	Recreation Fund	Operating Supplies	Energy Saving Devices-ACH	Arena Light Fixtures	419.74
0	11/13/2012	General Fund	Operating Supplies	Michaels-ACH	Hangers	23.54
0	11/13/2012	Recreation Fund	Operating Supplies	Viking Industrial Center-ACH	Spring Nut, Unistrut	69.93
0	11/13/2012	Recreation Fund	Operating Supplies	Home Depot- ACH	Supplies	11.30
0	11/13/2012	Recreation Fund	Operating Supplies	Walmart-ACH	MPRA Conference Supplies	128.09
0	11/13/2012	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	Delivery Service	7.96
0	11/13/2012	Police Forfeiture Fund	Professional Services	Teamintel-ACH	Key Fobs	762.02
0	11/13/2012	Police Forfeiture Fund	Use Tax Payable	Teamintel-ACH	Sales/Use Tax	-49.02
0	11/13/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Stain Remover	13.89
0	11/13/2012	License Center	Office Supplies	Target- ACH	Cleaning Supplies	23.15
0	11/13/2012	General Fund	Conferences	Arrowwood Resort-ACH	Conference Lodging-Nutzmann, Juerq	461.72
0	11/13/2012	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	CSO Forms	25.70
0	11/13/2012	P & R Contract Maintenance	Operating Supplies	Grainger-ACH	Grinding Wheel Dresser	5.86
0	11/13/2012	General Fund	Operating Supplies	Menards-ACH	Door Seal	10.57
0	11/13/2012	Information Technology	Operating Supplies	Amazon.com- ACH	Whiteboard	32.05
0	11/13/2012	Information Technology	Use Tax Payable	Amazon.com- ACH	Sales/Use Tax	-2.06
0	11/13/2012	Recreation Fund	Operating Supplies	Carrot-Top Industries-ACH	Flags	186.70
0	11/13/2012	Recreation Fund	Use Tax Payable	Carrot-Top Industries-ACH	Sales/Use Tax	-12.01
Check Total:						13,566.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/15/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	11,899.45
0	11/15/2012	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	159.02
0	11/15/2012	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	1,043.80
0	11/15/2012	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	144.71
0	11/15/2012	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	1,745.76
0	11/15/2012	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	743.56
0	11/15/2012	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	1,310.39
0	11/15/2012	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	1,112.12
0	11/15/2012	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	4.06
0	11/15/2012	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	129.08
0	11/15/2012	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	734.20
0	11/15/2012	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	450.63
0	11/15/2012	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	252.53
0	11/15/2012	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	390.43
0	11/15/2012	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.11.2012 State Incom	34.51
0	11/15/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	2,741.09
0	11/15/2012	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	30.42
0	11/15/2012	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	248.75
0	11/15/2012	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	45.91
0	11/15/2012	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	363.16
0	11/15/2012	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	169.74
0	11/15/2012	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	258.30
0	11/15/2012	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	268.72
0	11/15/2012	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	0.92
0	11/15/2012	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	26.70
0	11/15/2012	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	143.97
0	11/15/2012	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	109.88
0	11/15/2012	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	54.08
0	11/15/2012	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	82.35
0	11/15/2012	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.11.2012 Post Emplo	10.05
0	11/15/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	21,088.99
0	11/15/2012	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	190.15
0	11/15/2012	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,603.75
0	11/15/2012	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	287.04
0	11/15/2012	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	2,685.73
0	11/15/2012	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,105.66
0	11/15/2012	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,724.30
0	11/15/2012	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,679.58
0	11/15/2012	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	5.76
0	11/15/2012	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	256.37
0	11/15/2012	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	899.75
0	11/15/2012	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	686.62
0	11/15/2012	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	359.11
0	11/15/2012	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	514.59

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/15/2012	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	62.79
0	11/15/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	28,985.56
0	11/15/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	190.15
0	11/15/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,603.75
0	11/15/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	287.04
0	11/15/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	2,685.73
0	11/15/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,105.66
0	11/15/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,724.30
0	11/15/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	1,679.58
0	11/15/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	5.76
0	11/15/2012	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	384.57
0	11/15/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	899.75
0	11/15/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	686.62
0	11/15/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	359.11
0	11/15/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	514.59
0	11/15/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera Emplo	62.79
0	11/15/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	847.34
0	11/15/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	30.42
0	11/15/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	256.59
0	11/15/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	45.91
0	11/15/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	429.72
0	11/15/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	176.91
0	11/15/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	275.90
0	11/15/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	268.72
0	11/15/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	0.92
0	11/15/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	143.97
0	11/15/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	109.88
0	11/15/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	57.45
0	11/15/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	82.35
0	11/15/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.11.2012 Pera additio	10.05
0	11/15/2012	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	6,444.07
0	11/15/2012	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	317.50
0	11/15/2012	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	1,270.00
0	11/15/2012	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	280.00
0	11/15/2012	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	448.00
0	11/15/2012	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	50.00
0	11/15/2012	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	98.90
0	11/15/2012	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	213.03
0	11/15/2012	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	225.00
0	11/15/2012	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	10.00
0	11/15/2012	Solid Waste Recycle	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.11.2012 MNDCP De	17.50
0	11/15/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	28,752.36
0	11/15/2012	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	466.08
0	11/15/2012	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	2,655.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/15/2012	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	305.07
0	11/15/2012	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	4,033.88
0	11/15/2012	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	1,748.76
0	11/15/2012	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	3,363.64
0	11/15/2012	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	2,584.36
0	11/15/2012	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	7.52
0	11/15/2012	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	365.84
0	11/15/2012	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	1,924.80
0	11/15/2012	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	1,070.48
0	11/15/2012	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	488.48
0	11/15/2012	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	886.22
0	11/15/2012	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Federal Incc	74.53
0	11/15/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	4,316.41
0	11/15/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	127.69
0	11/15/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,058.72
0	11/15/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	189.81
0	11/15/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	2,067.18
0	11/15/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	707.60
0	11/15/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,138.92
0	11/15/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,081.10
0	11/15/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	4.27
0	11/15/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	610.68
0	11/15/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	453.79
0	11/15/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	242.83
0	11/15/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	386.72
0	11/15/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	40.69
0	11/15/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	6,371.98
0	11/15/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	188.50
0	11/15/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,562.87
0	11/15/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	280.21
0	11/15/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	3,051.57
0	11/15/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,044.55
0	11/15/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,681.25
0	11/15/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	1,595.96
0	11/15/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	6.30
0	11/15/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	901.48
0	11/15/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	669.90
0	11/15/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	358.48
0	11/15/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	570.88
0	11/15/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 FICA Empl	60.08
0	11/15/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	3,883.40
0	11/15/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	44.08
0	11/15/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	365.52
0	11/15/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	65.53

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/15/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	713.68
0	11/15/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	244.31
0	11/15/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	393.19
0	11/15/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	373.23
0	11/15/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	1.48
0	11/15/2012	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	38.03
0	11/15/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	210.84
0	11/15/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	156.66
0	11/15/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	83.84
0	11/15/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	133.51
0	11/15/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	14.05
0	11/15/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	3,883.40
0	11/15/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	44.08
0	11/15/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	365.52
0	11/15/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	65.53
0	11/15/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	713.68
0	11/15/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	244.31
0	11/15/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	393.19
0	11/15/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	373.23
0	11/15/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	1.48
0	11/15/2012	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	38.03
0	11/15/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	210.84
0	11/15/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	156.66
0	11/15/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	83.84
0	11/15/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	133.51
0	11/15/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.11.2012 Medicare Ei	14.05
Check Total:						204,083.82
0	11/15/2012	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	3,011.03
0	11/15/2012	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	325.00
0	11/15/2012	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	500.00
0	11/15/2012	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	318.00
0	11/15/2012	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	50.00
0	11/15/2012	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	50.00
0	11/15/2012	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.11.2012 ICMA Defe	50.00
0	11/15/2012	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.11.2012 Local 320 U	445.00
0	11/15/2012	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.11.2012 Minnesota F	241.78
0	11/15/2012	General Fund	Union Dues Deduction	LELS	PR Batch 00001.11.2012 Lels Union	1,631.62
0	11/15/2012	Police Grants	Union Dues Deduction	LELS	PR Batch 00001.11.2012 Lels Union	33.38
0	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	FSH Communications-LLC	Payphone Advantage Service	128.26
0	11/15/2012	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	Gutter Broom	2,121.47
0	11/15/2012	Recreation Fund	Printing	Roseville Area Schools	Fall 2012 Brochure	1,545.40
0	11/15/2012	Community Development	Professional Services	Mr. Handyman, LLC	Accelerated Abatement at 2587 & 25	696.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/15/2012	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-Oct 2012	6,658.40
0	11/15/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	72.47
0	11/15/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	11/15/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	217.39
0	11/15/2012	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-Oct 2012	5,006.23
0	11/15/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	389.20
0	11/15/2012	Community Development	Printing	Rapit Printing	Magnets	319.56
0	11/15/2012	General Fund	Training	City of St. Paul	Burn Building Rental	1,350.00
0	11/15/2012	Information Technology	Operating Supplies	Crescent Electric Supply Co	MM DUP	50.02
0	11/15/2012	Information Technology	Operating Supplies	Crescent Electric Supply Co	Fiber	63.74
0	11/15/2012	General Fund	Contract Maintenance	Ancom Communications, Inc.	Pager Repair	94.00
0	11/15/2012	General Fund	Contract Maint. - City Hall	Life Safety Systems	Emergency Service Call	4,604.61
0	11/15/2012	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	324.42
0	11/15/2012	General Fund	Operating Supplies	3D Specialties	Qty 111 - 12 gauge 2 3/8 round 12' po	3,143.52
0	11/15/2012	General Fund	Operating Supplies	3D Specialties	Qty 3 - Complete R1-6a impact recov	934.05
0	11/15/2012	General Fund	Operating Supplies	3D Specialties	Sales Tax	317.68
0	11/15/2012	General Fund	Operating Supplies	3D Specialties	Shipping/Handling	543.23
0	11/15/2012	License Center	Professional Services	Quicksilver Express Courier	Courier Service	161.20
0	11/15/2012	General Fund	Utilities - Old City Hall	Xcel Energy	Motor Vehicle	280.12
0	11/15/2012	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	5,253.61
0	11/15/2012	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	2,624.75
0	11/15/2012	Recreation Fund	Utilities	Xcel Energy	Nature Center	455.45
0	11/15/2012	License Center	Utilities	Xcel Energy	Motor Vehicle	381.98
0	11/15/2012	General Fund	Utilities	Xcel Energy	Street Lights	51.17
0	11/15/2012	General Fund	Utilities	Xcel Energy	Street Lights	61.41
0	11/15/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Vehicle Repair	725.91
0	11/15/2012	Fire Station 2011	Professional Services	CNH Architects, Inc.	Architectural Design	8,770.78
0	11/15/2012	Fire Station 2011	Professional Services	CNH Architects, Inc.	Architectural Design	3,000.00
0	11/15/2012	General Fund	Vehicle Supplies	Grainger Inc	2012 Blanket PO for Vehicle Repairs	833.75
0	11/15/2012	Fire Station 2011	Contractor Payments	Frattalone Companies	Utilities Service	116,612.50
0	11/15/2012	General Fund	Operating Supplies	SHI International Corp	Toner	118.34
0	11/15/2012	Information Technology	Operating Supplies	SHI International Corp	Hardware	59.44
0	11/15/2012	General Fund	Operating Supplies	SHI International Corp	Windows Platform	191.31
0	11/15/2012	General Fund	Operating Supplies	CCP Industries Inc	Gloves	134.90
0	11/15/2012	General Fund	Operating Supplies	Fastenal Company Inc.	Drill Driver Kit	307.78
Check Total:						175,452.92
0	11/20/2012	General Fund	209001 - Use Tax Payable	Sprayer Specialties-ACH	Sales/Use Tax	-27.00
0	11/20/2012	General Fund	Operating Supplies	Sprayer Specialties-ACH	Hoses, Clamps, Gauges	419.76
0	11/20/2012	Recreation Fund	Office Supplies	Staples-ACH	Credit	-35.67
0	11/20/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	12.18
0	11/20/2012	General Fund	Regular Salaries	Target- ACH	Training Supplies	41.56
0	11/20/2012	Golf Course	Operating Supplies	Online Stores.com-ACH	Flag	45.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/20/2012	Golf Course	Use Tax Payable	Online Stores.com-ACH	Sales/Use Tax	-2.96
0	11/20/2012	General Fund	Training	Caribou Coffee- ACH	Training Supplies	14.55
0	11/20/2012	Water Fund	St. Paul Water	Comfort Inn - ACH	Conference Lodging	572.82
0	11/20/2012	Storm Drainage	Operating Supplies	Sprint-ACH	USB Charger	119.92
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Field Paint	203.43
0	11/20/2012	P & R Contract Maintenance	Conferences	Craguns Lodge - ACH	Conference Lodging	127.18
0	11/20/2012	Recreation Fund	Conferences	Craguns Lodge - ACH	Conference Lodging	1,144.62
0	11/20/2012	General Fund	Professional Services	Employtest-ACH	Employee Testing	270.00
0	11/20/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	517.58
0	11/20/2012	Solid Waste Recycle	Memberships	ASTM-ACH	Annual Membership-Pratt	75.00
0	11/20/2012	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-ACH	ANC Kit	13.92
0	11/20/2012	Information Technology	Operating Supplies	Buy.com- ACH	Wireless Headset Kit	510.67
0	11/20/2012	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-32.85
0	11/20/2012	Recreation Fund	Operating Supplies	Home Depot- ACH	Paint, Tape, Bits	63.51
0	11/20/2012	General Fund	Conferences	Arrowwood Resort-ACH	Conference Lodging	346.29
0	11/20/2012	General Fund	Professional Services	Employtest-ACH	Employee Testing	270.00
0	11/20/2012	General Fund	Operating Supplies	S & T Office Products-ACH	Office Supplies	121.57
0	11/20/2012	General Fund	Professional Services	Survey Monkey.com-ACH	Next Door Roseville Monthly Plan	24.00
0	11/20/2012	Information Technology	Operating Supplies	Buy.com- ACH	Wireless Router	454.20
0	11/20/2012	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-29.21
0	11/20/2012	General Fund	Miscellaneous	Jimmy John's Sandwiches- ACH	Human Rights Commission Supplies	52.44
0	11/20/2012	General Fund	Training	Burger Moe-ACH	Meals During Training	25.26
0	11/20/2012	General Fund	Training	Caribou Coffee- ACH	Training Supplies	12.84
0	11/20/2012	License Center	Office Supplies	S & T Office Products-ACH	Office Supplies	155.42
0	11/20/2012	General Fund	Training	Dick's Sporting Goods - ACH	Taser Suit Duffel Bag	64.26
0	11/20/2012	Recreation Fund	Miscellaneous	Grainger-ACH	No Receipt-Bartholomew	14.08
0	11/20/2012	Recreation Fund	Operating Supplies	Fed Ex Kinko's-ACH	Supplies	82.82
0	11/20/2012	Recreation Fund	Operating Supplies	Staples-ACH	HANC Supplies	62.98
0	11/20/2012	Information Technology	Operating Supplies	CDW-Government- ACH	IOS Update	113.93
0	11/20/2012	Information Technology	Use Tax Payable	CDW-Government- ACH	Sales/Use Tax	-7.33
0	11/20/2012	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Vehicle Supplies	107.25
0	11/20/2012	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies	224.36
0	11/20/2012	General Fund	Operating Supplies	UPS Store-ACH	Pager Shipping Charges	14.13
0	11/20/2012	General Fund	Office Supplies	Staples-ACH	Training Supplies	111.24
0	11/20/2012	Recreation Fund	Operating Supplies	Gopher Bearing-, Corp.-ACH	Pickleball Floor Tape	39.84
0	11/20/2012	General Fund	Training	U of M Blosys/AG Eng-ACH	Erosion & Stormwater Certification-F	120.00
0	11/20/2012	Storm Drainage	Operating Supplies	Blanks-USA-ACH	Jumbo Doorhanger	46.04
0	11/20/2012	Storm Drainage	Use Tax Payable	Blanks-USA-ACH	Sales/Use Tax	-2.96
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	Hirshfields-ACH	Paint	83.75
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Locks, Anit Freeze	109.08
0	11/20/2012	Recreation Fund	Operating Supplies	Medco Supply-ACH	Gymnastics Tape	185.17
0	11/20/2012	Golf Course	Operating Supplies	Home Depot- ACH	Keyless Clicker	43.08
0	11/20/2012	Community Development	Conferences	Arrowwood Resort-ACH	Conference Lodging	634.86
0	11/20/2012	Sanitary Sewer	Operating Supplies	Harbor Freight Tools-ACH	Water Supplies	19.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/20/2012	Recreation Fund	Operating Supplies	Joann Fabric-ACH	HANC Supplies	72.78
0	11/20/2012	Recreation Fund	Operating Supplies	Joann Fabric-ACH	HANC Supplies-Credit	-32.07
0	11/20/2012	Recreation Fund	Operating Supplies	Staples-ACH	HANC Office Supplies	36.39
0	11/20/2012	General Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Station Supplies	39.59
0	11/20/2012	Info Tech/Contract Cities	Roseville School Joint Fiber	Buy.com- ACH	Label Maker	64.87
0	11/20/2012	Info Tech/Contract Cities	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-4.17
0	11/20/2012	General Fund	Training	Shamrocks-ACH	Meals During Training	75.82
0	11/20/2012	General Fund	Training	Caribou Coffee- ACH	Training Supplies	15.30
0	11/20/2012	Golf Course	Operating Supplies	Staples-ACH	Office Supplies	128.53
0	11/20/2012	Golf Course	Merchandise For Sale	Restaurant Depot- ACH	Golf Course Supplies	24.48
0	11/20/2012	Golf Course	Operating Supplies	Restaurant Depot- ACH	Golf Course Supplies	29.41
0	11/20/2012	Water Fund	Operating Supplies	McMaster-Carr-ACH	Water Meter Supplies	138.02
0	11/20/2012	Housing & Redevelopment Agency	Professional Services	Vroman Systems-ACH	LIving Smarter Site	24.97
0	11/20/2012	Community Development	Professional Services	Vroman Systems-ACH	LIving Smarter Site	24.98
0	11/20/2012	General Fund	Training	Reds Savoy Pizza-ACH	Meals During Training	45.20
0	11/20/2012	Telecommunications	Operating Supplies	PayPal-ACH	Dirt! The Movie	23.65
0	11/20/2012	Telecommunications	Use Tax Payable	PayPal-ACH	Sales/Use Tax	-1.52
0	11/20/2012	Information Technology	Operating Supplies	Buy.com- ACH	Wireless Headset Kit	514.95
0	11/20/2012	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-33.13
0	11/20/2012	Contracted Engineering Svcs	Training	U of M CCE Online-ACH	Water Conference-Giga	230.00
0	11/20/2012	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	DNS Hosting	107.50
0	11/20/2012	Community Development	Training	Mn Dept of Labor-ACH	DLI Seminar-Trooien	170.00
0	11/20/2012	General Fund	Operating Supplies	Chianti Grill-ACH	Lunch with Brokerage Servicer	28.00
0	11/20/2012	Information Technology	Contract Maintenance	Solarwinds-ACH	Network Monitoring Subscription	298.00
0	11/20/2012	Telecommunications	Operating Supplies	PayPal-ACH	Bag It DVD	32.06
0	11/20/2012	Telecommunications	Use Tax Payable	PayPal-ACH	Sales/Use Tax	-2.06
0	11/20/2012	Information Technology	Operating Supplies	Buy.com- ACH	Wireless Headset Equipment	63.06
0	11/20/2012	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-4.06
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Weed Killer	6.95
0	11/20/2012	Recreation Fund	Training	Science Museum -ACH	Design Training	636.00
0	11/20/2012	General Fund	Conferences	IMPARK - ACH	Crime Mapping Seminar Parking	13.00
0	11/20/2012	Recreation Fund	Operating Supplies	PetSmart-ACH	HANC Animal Supplies	23.99
0	11/20/2012	General Fund	Contract Maint. - City Hall	Nitti Sanitation-ACH	Regular Service	153.00
0	11/20/2012	General Fund	Contract Maint. - City Garage	Nitti Sanitation-ACH	Regular Service	224.40
0	11/20/2012	General Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	142.80
0	11/20/2012	Golf Course	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	88.40
0	11/20/2012	Recreation Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	275.40
0	11/20/2012	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	516.80
0	11/20/2012	General Fund	Contract Maint. - City Garage	Nitti Sanitation-ACH	Regular Service	40.00
0	11/20/2012	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-ACH	Union Joint	8.56
0	11/20/2012	Information Technology	Operating Supplies	Buy.com- ACH	Wireless Headset Equipment	253.10
0	11/20/2012	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-16.28
0	11/20/2012	Recreation Fund	Operating Supplies	Byerly's- ACH	HANC Supplies	17.18
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Arboretum Supplies	26.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/20/2012	Recreation Fund	Operating Supplies	Office Depot- ACH	Office Supplies	93.02
0	11/20/2012	Recreation Fund	Miscellaneous	Home Depot- ACH	No Receipt-Bartholomew	7.52
0	11/20/2012	Recreation Fund	Operating Supplies	Target- ACH	Lock, Flashlights	8.40
0	11/20/2012	Recreation Fund	Operating Supplies	Target- ACH	Lock, Flashlights	23.97
0	11/20/2012	General Fund	Clothing	UPS Store-ACH	Shipping Charges	12.51
0	11/20/2012	General Fund	Office Supplies	Compuvest-ACH	Wall Mount Keyboard	268.02
0	11/20/2012	General Fund	209001 - Use Tax Payable	Compuvest-ACH	Sales/Use Tax	-17.24
0	11/20/2012	General Fund	Training	MECA- ACH	Erosion Control Training-Findell, Gig	290.00
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Nozzle, Bit	21.15
0	11/20/2012	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Vehicle Supplies	44.13
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Printing Supplies	55.39
0	11/20/2012	Recreation Fund	Operating Supplies	Har Mar Lock & Key- ACH	Gym Keys	9.98
0	11/20/2012	General Fund	Operating Supplies	IMPARK - ACH	Seminar Parking	14.00
0	11/20/2012	Information Technology	Operating Supplies	Monoprice.Com-ACH	Network Data Patches	217.58
0	11/20/2012	Information Technology	Use Tax Payable	Monoprice.Com-ACH	Sales/Use Tax	-14.00
0	11/20/2012	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Power Equipment Parts	9.53
0	11/20/2012	Recreation Fund	Miscellaneous	North Hgts Hardware Hank-ACH	No Receipt-Bartholomew	3.21
0	11/20/2012	Recreation Fund	Operating Supplies	Har Mar Lock & Key- ACH	Gym Box Keys	14.98
0	11/20/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Power Equipment Parts	28.91
0	11/20/2012	P & R Contract Maintenance	Miscellaneous	North Hgts Hardware Hank-ACH	No Receipt-Schlosser	43.33
0	11/20/2012	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-ACH	Wirecon Screw-on	8.88
0	11/20/2012	Park Renewal 2011	Professional Services	UPS Store-ACH	Shipping Charges	23.78
Check Total:						13,239.91
0	11/20/2012	Recreation Fund	Operating Supplies	Becker Arena Products, Inc.	Powder Paint	1,912.69
0	11/20/2012	Recreation Fund	Professional Services	Joe Tricola	CPR Instruction	50.00
0	11/20/2012	Recreation Fund	Clothing	John Brown	Boots Reimbursement Per Union Con	69.00
0	11/20/2012	Police Grants	e-Citation Implementation	Dennis Kim	Training Expenses Reimbursement	147.11
0	11/20/2012	Police Grants	e-Citation Implementation	Jason Gehrman	Training Expenses Reimbursement	534.56
0	11/20/2012	General Fund	Office Supplies	William Malinen	Book Reimbursement	42.80
0	11/20/2012	General Fund	Transportation	David Brosnahan	Mileage Reimbursement	35.08
0	11/20/2012	Community Development	Training	Jan Rosemeyer	Mileage Reimbursement	22.76
0	11/20/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	575.00
0	11/20/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	350.00
0	11/20/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	803.88
0	11/20/2012	License Center	Rental	Gaughan Properties	Motor Vehicle Rent	4,723.13
0	11/20/2012	Telecommunications	Printing	Greenhaven Printing	Newsletter Printing	5,935.00
0	11/20/2012	General Fund	Contract Maintenance	City of St. Paul	Radio Service & Maintenance-Oct 20	65.00
0	11/20/2012	General Fund	Operating Supplies	City of St. Paul	Paper	3,284.54
0	11/20/2012	General Fund	209001 - Use Tax Payable	City of St. Paul	Sales/Use Tax	-211.29
0	11/20/2012	General Fund	Contract Maintenance Vehicles	Advanced Graphix, Inc.	Front Fender Reflective White	32.06
0	11/20/2012	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	72.00
0	11/20/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	13.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	M/A Associates	Heavy Duty Liners	395.01
0	11/20/2012	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music	151.38
0	11/20/2012	General Fund	Utilities	Xcel Energy	Civil Defense	60.34
0	11/20/2012	Golf Course	Utilities	Xcel Energy	Golf	404.97
0	11/20/2012	Sanitary Sewer	Utilities	Xcel Energy	Sewer	83.80
0	11/20/2012	Water Fund	Utilities	Xcel Energy	Water Tower	4,803.97
0	11/20/2012	General Fund	Utilities	Xcel Energy	Street Light	12,940.42
0	11/20/2012	General Fund	Motor Fuel	Yocum Oil	2012 Blanket PO for Fuel - State cont	12,061.88
0	11/20/2012	General Fund	Motor Fuel	Yocum Oil	2012 Blanket PO for Fuel - State cont	12,991.02
0	11/20/2012	Street Construction	2013 PMP	American Engineering Testing, Inc.	Geotechnical Services	3,000.00
0	11/20/2012	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northland	Garage Door Repair	294.75
0	11/20/2012	Golf Course	Operating Supplies	MTI Distributing, Inc.	Conversion DT34	596.65
0	11/20/2012	General Fund	Contract Maintnenace	Ready Watt Electric-Inc.	Electrical Service	1,005.00
0	11/20/2012	General Fund	Operating Supplies	Streicher's	Door Wedge	74.80
0	11/20/2012	General Fund	Vehicle Supplies	Winter Equipment, Inc.	2012 Blanket PO for Vehicle Repairs	4,500.00
0	11/20/2012	General Fund	Vehicle Supplies	Winter Equipment, Inc.	2012 Blanket PO for Vehicle Repairs	6,971.73
0	11/20/2012	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Legal Services	14,384.55
0	11/20/2012	General Fund	Vehicle Supplies	Fastenal Company Inc.	Vehicle Parts	489.55
0	11/20/2012	P & R Contract Maintenance	Operating Supplies	Turfwerks	Deflector	65.50
Check Total:						93,732.43
68301	11/15/2012	Information Technology	Contract Maintenance	Access Communications Inc	Dale Fiber Segment	88.02
68301	11/15/2012	Information Technology	Contract Maintenance	Access Communications Inc	Technician Labor	88.02
Check Total:						176.04
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	293.35
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	280.30
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	79.90
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	272.75
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	1,200.00
68302	11/15/2012	General Fund	Clothing	Aspen Mills Inc.	Firefighter Clothing Supplies	190.00
Check Total:						2,316.30
68303	11/15/2012	Community Development	Deposits	Bald Eagle Builders	Construction Deposit Refund	800.00
Check Total:						800.00
68304	11/15/2012	Police Vehicle Revolving	Capital Outlay	Baycom, Inc	In-Car Mic	131.24
Check Total:						131.24
68305	11/15/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Project Superintendent Services	18,465.85
Check Total:						18,465.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	93.33
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	56.74
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	204.38
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	310.52
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	172.11
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
68306	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	84.15
Check Total:						1,007.29
68307	11/15/2012	Information Technology	Contract Maintenance	Cologix, Inc	Fiber Cross Connect	450.00
68307	11/15/2012	Information Technology	Contract Maintenance	Cologix, Inc	Fiber Cross Connect	450.00
Check Total:						900.00
68308	11/15/2012	Information Technology	Telephone	Comcast	Cable TV, High Speed Internet	81.10
Check Total:						81.10
68309	11/15/2012	General Fund	Operating Supplies	Commercial Asphalt Co	Qty 1 - Asphalt patching material, per	945.69
68309	11/15/2012	General Fund	Operating Supplies	Commercial Asphalt Co	Qty 1 - Asphalt patching material, per	1,056.24
Check Total:						2,001.93
68310	11/15/2012	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	53.69
68310	11/15/2012	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	53.70
Check Total:						107.39
68311	11/15/2012	Information Technology	Financial Support	Diversified Collection Services, Inc.	PR Batch 00001.11.2012 Financial St	210.24
Check Total:						210.24
68312	11/15/2012	General Fund	Training	Donald Salverda & Associates	Effective Management Program-Bloo	850.00
Check Total:						850.00
68313	11/15/2012	Water Fund	Hydrant Meter Deposits	Earth Wizards	Hydrant Meter Refund	1,000.00
68313	11/15/2012	Water Fund	Water - Roseville	Earth Wizards	Hydrant Meter Refund	-72.90
68313	11/15/2012	Water Fund	State Sales Tax Payable	Earth Wizards	Hydrant Meter Refund	-5.19
68313	11/15/2012	Water Fund	Miscellaneous Revenue	Earth Wizards	Hydrant Meter Refund	-40.00
68313	11/15/2012	Water Fund	Operating Supplies	Earth Wizards	Hydrant Meter Refund	-40.00
Check Total:						841.91
68314	11/15/2012	Storm Drainage	Professional Services	Freelance Staffing, Inc.	Leaf Raking	936.00
Check Total:						936.00
68315	11/15/2012	Information Technology	Operating Supplies	Hewlett-Packard Company	Computer Supplies	38.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68315	11/15/2012	Information Technology	Operating Supplies	Hewlett-Packard Company	Computer Supplies	85.50
68315	11/15/2012	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	1,267.23
68315	11/15/2012	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	1,152.87
68315	11/15/2012	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	137.87
68315	11/15/2012	Information Technology	Operating Supplies	Hewlett-Packard Company	Computer Supplies	275.74
68315	11/15/2012	General Fund	Minor Equipment	Hewlett-Packard Company	Computer Supplies	1,147.53
68315	11/15/2012	General Fund	Minor Equipment	Hewlett-Packard Company	Computer Supplies	572.20
68315	11/15/2012	License Center	Other Improvements	Hewlett-Packard Company	Computer Supplies	655.17
Check Total:						5,332.59
68316	11/15/2012	Recreation Fund	Professional Services	Josh Hrad	Soccer Officiating	48.00
Check Total:						48.00
68317	11/15/2012	Information Technology	Telephone	Hurricane Electric	Transit Service Monthly Fee	500.00
Check Total:						500.00
68318	11/15/2012	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	PR Batch 00001.11.2012 City Manag	377.75
68318	11/15/2012	General Fund	PERA Employer Share	ICMA Retirement Trust 401-109956	PR Batch 00001.11.2012 ICMA-401	164.79
Check Total:						542.54
68319	11/15/2012	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	5,070.89
68319	11/15/2012	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	983.75
68319	11/15/2012	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	215.45
68319	11/15/2012	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	948.00
68319	11/15/2012	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	540.00
68319	11/15/2012	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	170.00
68319	11/15/2012	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	1,060.00
68319	11/15/2012	Police Grants	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	87.61
68319	11/15/2012	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	295.00
68319	11/15/2012	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	801.25
68319	11/15/2012	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	70.00
68319	11/15/2012	Solid Waste Recycle	HRA Employer	ING ReliaStar	PR Batch 00001.11.2012 HRA Emplc	29.05
Check Total:						10,271.00
68320	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	3,444.71
68320	11/15/2012	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	3,292.04
Check Total:						6,736.75
68321	11/15/2012	Information Technology	Contract Maintenance	Ipswitch, Inc.	WhatsUp Gold Monitoring Software	5,245.00
Check Total:						5,245.00
68322	11/15/2012	Water Fund	Accounts Payable	PATRICIA KLAPAK	Refund Check	56.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68322	11/15/2012	Sanitary Sewer	Accounts Payable	PATRICIA KLAPAK	Refund Check	5.73
68322	11/15/2012	Storm Drainage	Accounts Payable	PATRICIA KLAPAK	Refund Check	2.11
68322	11/15/2012	Solid Waste Recycle	Accounts Payable	PATRICIA KLAPAK	Refund Check	1.15
Check Total:						65.19
68323	11/15/2012	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Liquid Enzyme, Vacuum Bags	62.14
Check Total:						62.14
68324	11/15/2012	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	162.50
68324	11/15/2012	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	97.50
68324	11/15/2012	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	227.50
68324	11/15/2012	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	162.50
68324	11/15/2012	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	130.00
68324	11/15/2012	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.11.2012 IOUE Unioi	130.00
Check Total:						910.00
68325	11/15/2012	General Fund	Operating Supplies	LTG Power Equipment	Deluxe Ariens Snowe	1,281.43
Check Total:						1,281.43
68326	11/15/2012	Information Technology	Contract Maintenance	McAfee, Inc.	Fail Safe Disaster Recovery Service	1,604.94
68326	11/15/2012	Information Technology	Contract Maintenance	McAfee, Inc.	Fail Safe Disaster Recovery Service	1,075.47
68326	11/15/2012	Information Technology	Contract Maintenance	McAfee, Inc.	Fail Safe Disaster Recovery Service	1,075.47
68326	11/15/2012	Information Technology	Contract Maintenance	McAfee, Inc.	Fail Safe Disaster Recovery Service	1,075.47
Check Total:						4,831.35
68327	11/15/2012	Water Fund	Accounts Payable	ERIC MEYER	Refund Check	142.27
Check Total:						142.27
68328	11/15/2012	Fire Station 2011	Professional Services	Meyer Rohlin Land Services, Inc.	Survey Technician	527.50
Check Total:						527.50
68329	11/15/2012	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges	2,830.55
68329	11/15/2012	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-Retentior	-56.55
Check Total:						2,774.00
68330	11/15/2012	Fire Station 2011	Furniture and Fixtures	National Office Outfitters, LLC	New Fire Station Furniture	6,369.00
Check Total:						6,369.00
68331	11/15/2012	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,122.21
68331	11/15/2012	Solid Waste Recycle	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	2.10
68331	11/15/2012	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	33,773.69

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68331	11/15/2012	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	362.00
68331	11/15/2012	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	3,965.44
68331	11/15/2012	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	920.78
68331	11/15/2012	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	5,737.88
68331	11/15/2012	P & R Contract Maintenance	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	4,171.76
68331	11/15/2012	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	2,683.93
68331	11/15/2012	License Center	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	5,460.50
68331	11/15/2012	Police Grants	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	332.91
68331	11/15/2012	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	2,239.12
68331	11/15/2012	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	1,075.30
68331	11/15/2012	Storm Drainage	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	362.00
68331	11/15/2012	Solid Waste Recycle	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	175.58
68331	11/15/2012	General Fund	Medical Ins Employee	NJPA	Cobra	6,359.34
68331	11/15/2012	General Fund	Employer Insurance	NJPA	Health Insurance Premium for Nov 20	829.04
68331	11/15/2012	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium for Nov 20	1,453.40
68331	11/15/2012	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	12,308.76
68331	11/15/2012	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,195.45
68331	11/15/2012	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	405.09
68331	11/15/2012	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,779.42
68331	11/15/2012	P & R Contract Maintenance	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,653.60
68331	11/15/2012	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,457.46
68331	11/15/2012	License Center	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	2,740.03
68331	11/15/2012	Police Grants	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	14.72
68331	11/15/2012	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	1,061.46
68331	11/15/2012	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium for Nov 20	608.03
Check Total:						94,251.00
68332	11/15/2012	General Fund	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	4,981.87
68332	11/15/2012	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	200.00
68332	11/15/2012	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	125.00
68332	11/15/2012	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	695.00
68332	11/15/2012	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	620.00
68332	11/15/2012	Community Development	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	680.00
68332	11/15/2012	License Center	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	590.00
68332	11/15/2012	Police Grants	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	58.13
68332	11/15/2012	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	215.00
68332	11/15/2012	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.11.2012 HSA Emplo	200.00
68332	11/15/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA WI En	161.54
68332	11/15/2012	General Fund	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	1,374.76
68332	11/15/2012	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	20.00
68332	11/15/2012	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	288.84
68332	11/15/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	115.38
68332	11/15/2012	Community Development	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	79.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68332	11/15/2012	License Center	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	38.46
68332	11/15/2012	Police Grants	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	7.89
68332	11/15/2012	Golf Course	HSA Employee	Premier Bank	PR Batch 00001.11.2012 HSA Empl	115.38
Check Total:						10,566.86
68333	11/15/2012	Fire Station 2011	Professional Services	Professional Service Industries, Inc.	Fire Station Services	5,631.60
Check Total:						5,631.60
68334	11/15/2012	General Fund	Professional Services	Paula Rusterholz	Election Judge	174.38
Check Total:						174.38
68335	11/15/2012	Housing & Redevelopment Agency	Professional Services	Service Printers of Duluth, Inc.	Meetin Notice Postcards	636.87
Check Total:						636.87
68336	11/15/2012	Sanitary Sewer	Accounts Payable	CHERYL SHIPP	Refund Check	14.43
Check Total:						14.43
68337	11/15/2012	General Fund	Training	Spring Lake Park Fire Dept, Inc.	Blue Card Train the Trainer	1,600.00
Check Total:						1,600.00
68338	11/15/2012	Community Development	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	64.63
68338	11/15/2012	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	58.58
68338	11/15/2012	General Fund	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	682.19
68338	11/15/2012	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	8.08
68338	11/15/2012	Information Technology	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	62.62
68338	11/15/2012	Telecommunications	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	12.93
68338	11/15/2012	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	96.96
68338	11/15/2012	License Center	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	80.80
68338	11/15/2012	Police Grants	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	5.98
68338	11/15/2012	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	50.88
68338	11/15/2012	Water Fund	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	43.77
68338	11/15/2012	Golf Course	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	8.08
68338	11/15/2012	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	33.67
68338	11/15/2012	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	Nov Payment-Policy 00 134766	2.83
68338	11/15/2012	General Fund	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	1,425.42
68338	11/15/2012	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	19.68
68338	11/15/2012	Information Technology	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	136.89
68338	11/15/2012	Telecommunications	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	30.33
68338	11/15/2012	Recreation Fund	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	209.40
68338	11/15/2012	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	102.61
68338	11/15/2012	Community Development	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	151.07
68338	11/15/2012	License Center	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	133.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68338	11/15/2012	Police Grants	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	10.92
68338	11/15/2012	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	84.68
68338	11/15/2012	Water Fund	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	69.20
68338	11/15/2012	Golf Course	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	20.52
68338	11/15/2012	Storm Drainage	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	48.10
68338	11/15/2012	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Nov Payment-Policy 00 134766	6.64
68338	11/15/2012	General Fund	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	1,482.69
68338	11/15/2012	Information Technology	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	48.61
68338	11/15/2012	Telecommunications	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	29.25
68338	11/15/2012	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	108.85
68338	11/15/2012	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	151.37
68338	11/15/2012	Community Development	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	213.42
68338	11/15/2012	License Center	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	37.50
68338	11/15/2012	Police Grants	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	1.27
68338	11/15/2012	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	38.22
68338	11/15/2012	Water Fund	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	40.54
68338	11/15/2012	Golf Course	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	56.44
68338	11/15/2012	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	14.50
68338	11/15/2012	Solid Waste Recycle	Life Ins. Employee	Standard Insurance Company	Nov Payment-Policy 00 134766	15.75
Check Total:						5,899.67
68339	11/15/2012	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	223.95
Check Total:						223.95
68340	11/15/2012	General Fund	Telephone	T Mobile	Cell Phones-Acct 771707201	39.99
68340	11/15/2012	Sanitary Sewer	Telephone	T Mobile	Cell Phones-Acct 771707201	79.98
Check Total:						119.97
68341	11/15/2012	General Fund	Vehicle Supplies	Titan Machinery	2012 Blanket PO for Vehicle Repairs	610.96
Check Total:						610.96
68342	11/15/2012	Community Development	Professional Services	TMR Quality Lawn Service	Brush Removal 2719 Hamline Ave	20.00
Check Total:						20.00
68343	11/15/2012	General Fund	Rental	Tri State Bobcat, Inc	Streets bobcat skidsteer loader upgrad	641.25
68343	11/15/2012	Storm Drainage	Rental	Tri State Bobcat, Inc	Storm bobcat skidsteer loader upgrad	641.25
68343	11/15/2012	Water Fund	Rental	Tri State Bobcat, Inc	Water bobcat skidsteer loader upgrad	641.25
68343	11/15/2012	Sanitary Sewer	Rental	Tri State Bobcat, Inc	Sewer bobcat skidsteer loader upgrad	641.25
Check Total:						2,565.00
68344	11/15/2012	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	130.10
68344	11/15/2012	General Fund	Telephone	Verizon Wireless	Cell Phones	35.05

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68345	11/15/2012	Information Technology	Telephone	XO Communications Inc.	Check Total:	165.15
					Telephone	1,413.06
68346	11/20/2012	Water Fund	Accounts Payable	PATRICIA AVERETTE	Check Total:	1,413.06
					Refund Check	29.66
68347	11/20/2012	General Fund	Vehicle Supplies	Batteries Plus	Check Total:	29.66
					2012 Blanket PO for Vehicle Repairs	272.00
68348	11/20/2012	General Fund	Professional Services	Brighton Veterinary Hospital	Check Total:	272.00
					Animal Control Monthly Billing-Sept	1,300.00
68349	11/20/2012	Recreation Fund	Professional Services	Bill Cagley	Check Total:	1,300.00
					Senior Club 5 Holiday Party Entertain	90.00
68350	11/20/2012	Recreation Fund	Temporary Employees	Karen Carrier	Check Total:	90.00
					Tai Chi Instruction	210.00
68351	11/20/2012	Recreation Fund	Deposits - Arboretum Bricks	Central Park Foundation	Check Total:	210.00
					Brick Order Credit Card Reimbursem	100.00
68352	11/20/2012	Recreation Fund	Professional Services	Champion Youth	Check Total:	100.00
					Safety Awareness/Self Defense Instru	2,242.50
68353	11/20/2012	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Check Total:	2,242.50
					Pawn Transaction Fees	1,425.60
68354	11/20/2012	Information Technology	Telephone	City of North St. Paul	Check Total:	1,425.60
					511 Billing Interconnects	2,030.63
68354	11/20/2012	Information Technology	Telephone	City of North St. Paul	Data Center Interconnects	641.25
68355	11/20/2012	Recreation Fund	Operating Supplies	City of Shoreview	Check Total:	2,671.88
					School's Out Camp	86.72
68356	11/20/2012	Information Technology	Telephone	Comcast Cable	Check Total:	86.72
					Cable TV, High Speed Internet	81.10
68357	11/20/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Check Total:	81.10
					Midway Speedskating Bingo	2,245.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68357	11/20/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Youth Hockey Bingo	2,177.28
					Check Total:	4,422.60
68358	11/20/2012	Recreation Fund	Daily Skating	Patricia Crisham	Skatercise Class Refund	60.00
					Check Total:	60.00
68359	11/20/2012	Water Fund	Accounts Payable	BRIAN DELESKI	Refund Check	28.04
					Check Total:	28.04
68360	11/20/2012	Recreation Fund	Non Fee Program Revenue	Polly DuRose	Craft Fair Withdrawal Refund	85.00
					Check Total:	85.00
68361	11/20/2012	Recreation Fund	Professional Services	Sharon Eaton	Preschool Instruction	345.00
					Check Total:	345.00
68362	11/20/2012	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2012 Blanket PO For Vehicle Repairs	86.19
					Check Total:	86.19
68363	11/20/2012	Storm Drainage	Professional Services	Freelance Staffing, Inc.	Seasonal Labor for 2012 Leaf Pickup	2,184.00
					Check Total:	2,184.00
68364	11/20/2012	Recreation Fund	Deposits - Arboretum Bricks	Friends of Roseville Parks	Holiday Home Tour Ticket Revenue F	60.00
					Check Total:	60.00
68365	11/20/2012	Storm Drainage	2012 Drainage Improvements	G.F. Jedlicki, Inc.	Drainage Improvement Project	3,228.81
					Check Total:	3,228.81
68366	11/20/2012	General Fund	Contract Maintenance Vehicles	Hamline Auto Body	Vehicle Repair	951.64
					Check Total:	951.64
68367	11/20/2012	Recreation Fund	Professional Services	Casey Kohs	Reissue of Uncashed Check	21.00
					Check Total:	21.00
68368	11/20/2012	Water Fund	Accounts Payable	JOYCE KROSTAG	Refund Check	12.52
68368	11/20/2012	Sanitary Sewer	Accounts Payable	JOYCE KROSTAG	Refund Check	12.72
					Check Total:	25.24
68369	11/20/2012	Risk Management	Police Patrol Claims	League of MN Cities Ins Trust	Insurance Claim	996.97
					Check Total:	996.97

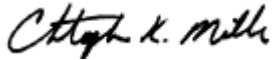
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68370	11/20/2012	Recreation Fund	Professional Services	Peter Lecuyer	Guitar Music Lessons	60.00
					Check Total:	60.00
68371	11/20/2012	General Fund	Operating Supplies	LexisNexis Risk Data Mgmt, Inc.	Minimum Commitment	50.00
					Check Total:	50.00
68372	11/20/2012	Fire Station 2011	Professional Services	Lightning Disposal, Inc.	Demo, Rolloff	579.00
					Check Total:	579.00
68373	11/20/2012	General Fund	Vehicle Supplies	Little Falls Machine, Inc	Stock Parts	171.40
					Check Total:	171.40
68374	11/20/2012	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	Acetylene	44.03
					Check Total:	44.03
68375	11/20/2012	General Fund	Op Supplies - City Hall	Mn Dept of Labor & Industry	Pressure Vessels	30.00
					Check Total:	30.00
68376	11/20/2012	General Fund	Operating Supplies	National Law Enforcement Supply	Latent Print Technician Supplies	274.73
68376	11/20/2012	General Fund	209001 - Use Tax Payable	National Law Enforcement Supply	Sales/Use Tax	-17.67
					Check Total:	257.06
68377	11/20/2012	General Fund	Operating Supplies	Newman Traffic Signs, Inc.	Signs	358.04
					Check Total:	358.04
68378	11/20/2012	License Center	Office Supplies	North Country Business Products Inc	Thermal Paper	224.99
					Check Total:	224.99
68379	11/20/2012	General Fund	Memberships & Subscriptions	Office of Secretary of State	Notary Commission Application-Eger	120.00
					Check Total:	120.00
68380	11/20/2012	Water Fund	Accounts Payable	HAROLD OTTO	Refund Check	35.46
68380	11/20/2012	Sanitary Sewer	Accounts Payable	HAROLD OTTO	Refund Check	3.96
					Check Total:	39.42
68381	11/20/2012	Water Fund	Accounts Payable	PULTE HOMES LLC	Refund Check	119.77
					Check Total:	119.77
68382	11/20/2012	General Fund	Training	Ramsey County	Range Use	1,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						1,000.00
68383	11/20/2012	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	20.00
Check Total:						20.00
68384	11/20/2012	Recreation Fund	Fee Program Revenue	Hyunyoung Shin	Soccer Refund	47.00
68384	11/20/2012	Recreation Fund	Collected Insurance Fee	Hyunyoung Shin	Soccer Refund	2.00
Check Total:						49.00
68385	11/20/2012	Building Improvements	Skating Center MN Bonding Proj	Spohn Ranch, Inc.	Steel Skatepark	5,302.52
Check Total:						5,302.52
68386	11/20/2012	General Fund	Contract Maintenance Vehicles	Suburban Tire Wholesale, Inc.	Service Call	195.00
68386	11/20/2012	General Fund	Contract Maintenance Vehicles	Suburban Tire Wholesale, Inc.	Service Call	160.00
68386	11/20/2012	General Fund	Contract Maintenance Vehicles	Suburban Tire Wholesale, Inc.	Service Call	270.00
Check Total:						625.00
68387	11/20/2012	Water Fund	Accounts Payable	CHESTER SWANSON	Refund Check	16.07
68387	11/20/2012	Sanitary Sewer	Accounts Payable	CHESTER SWANSON	Refund Check	12.72
Check Total:						28.79
68388	11/20/2012	Recreation Fund	Professional Services	The Bug Zone, LLC	Halloween Animal Presentation	540.00
Check Total:						540.00
68389	11/20/2012	General Fund	Vehicle Supplies	Truck Utilities, Inc.	Smart Start	32.06
Check Total:						32.06
68390	11/20/2012	Golf Course	Rental	United Rentals (North America) Inc.	Compressor	485.72
68390	11/20/2012	General Fund	Vehicle Supplies	United Rentals (North America) Inc.	2012 Blanket PO for Vehicle Repairs	446.20
Check Total:						931.92
68391	11/20/2012	Recreation Fund	Operating Supplies	The Vernon Company	Key Tags	228.00
Check Total:						228.00
68392	11/20/2012	Water Fund	Accounts Payable	THOMAS WOEHLKE	Refund Check	43.05
Check Total:						43.05
Report Total:						730,290.31

REQUEST FOR COUNCIL ACTION

Date: 12/3/2012
Item No.: 7.b

Department Approval



City Manager Approval



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

BACKGROUND

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

Christmas Tree Sales

Suburban Ace Hardware
1930 Lexington Ave N.
Roseville, MN 55113

Premium Quality Trees
3011 Rice St.
Roseville, MN 55113

Massage Therapist

Courtney Johnson at Massage Envy Roseville
2480 Fairview Ave., Suite 120
Roseville, MN 55113

Solid Waste Hauler License

GMAN Enterprises
13112 Europa Trail N.
Hugo, MN 55038

Lightning Disposal
1725 Meadow View Rd.
Eagan, MN 55121

Recycling Hauler License

Lightning Disposal
1725 Meadow View Rd.
Eagan, MN 55121

POLICY OBJECTIVE

Required by City Code

36 **FINANCIAL IMPACTS**

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

38 **STAFF RECOMMENDATION**

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

41 **REQUESTED COUNCIL ACTION**

42
43 Motion to approve the business and other license application(s) as submitted.

Prepared by: Chris Miller, Finance Director

Attachments: A: Applications



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

Solid Waste Hauler License Application

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

Business Name GMAN ENTERPRISES LLC. DBA GARRAMMAN OF ROSEVILLE

Business Address 13112 EUROPA TRAIL NW HUGO MN 55038

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

Business Phone _____

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

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 1

(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

Veolia Transfer Station 309 Cano Ave, St. Paul

SKB Transfer Station 630 Malcolm Ave SE, Minneapolis

VSP Newport Resource Recovery 2901 Maxwell Ave, Newport

Yard Waste/Brush

Organics

Organic Technologies, Inc

3750 Washington Ave N

Minneapolis MN

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

Residential Customer Rates

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

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

*These services are required to be offered in Roseville.

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

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


Applicant's Signature

Vice-President
Title

11/26/2012
Date



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

Massage Therapist License

New License X Renewal _____

For License year ending June 30 13

1. Legal Name Courtney Lynn Johnson

2. Home Address _____

3. Home Telephone _____

4. Date of Birth _____

5. Drivers License Number _____

6. Email Address _____

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

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

Massage Envy Roseville 2480 Fairview Ave Suite 120
Roseville MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Recycling Hauler License Application

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

Business Name _____

Business Address LIGHTNING DISPOSAL
1725 MEADOW VIEW RD

Business Phone EAGAN MN 55121

Contact Person _____ Email Address _____

Emergency Contact Information _____

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

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

☐ Residential ☐ Commercial ☐ Multifamily ☐ Industrial

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

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

*Newsprint**

*Glass**

*Cans/Plastic**

*Office paper/Boxboard**

*Corrugated Cardboard**

Other (please specify)

~~SKB~~ SKB Landfill

*Required items for residential and multifamily haulers

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

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

11-21-12
Date

[Signature]
Applicant's Signature

Pres
Title



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

Solid Waste Hauler License Application

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

Business Name LIGHTNING DISPOSAL
1725 MEADOW VIEW RD

Business Address EAGAN MN 55121

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 N/A

(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

SKB Melcom

Construction/Demolition Debris

SKB

Yard Waste/Brush

Organics

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

Residential Customer Rates

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

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

*These services are required to be offered in Roseville.

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

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


Applicant's Signature

Pres.
Title

11-21-12
Date



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

OFFICE USE ONLY

Permit # 202-03765

Receipt # _____

City Planner signature & date _____

SEASONAL OUTDOOR SALES PERMIT

☒ **APPLICATION FEE: \$50**

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

Seasonal Outdoor Sales Requirements

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

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

1. Applicant Information:

Company name: Suburban Ace Hardware

Last name: Johnson

First name: Mike

Address: 1930 Lexington Ave North

City/State/Zip: Roseville, Mn. 55113

Phone number: _____

Email address: _____

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

3. Proposal Details:

Type of use: _____

Beginning date: 11/10/12

Ending date: 12/31/12

Hours of operation: _____

Use will be: ☒ daily ☐ weekly ☐ other _____

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

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

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

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

5. **Signature(s):**

Applicant: [Signature]

Date: 11/19/12

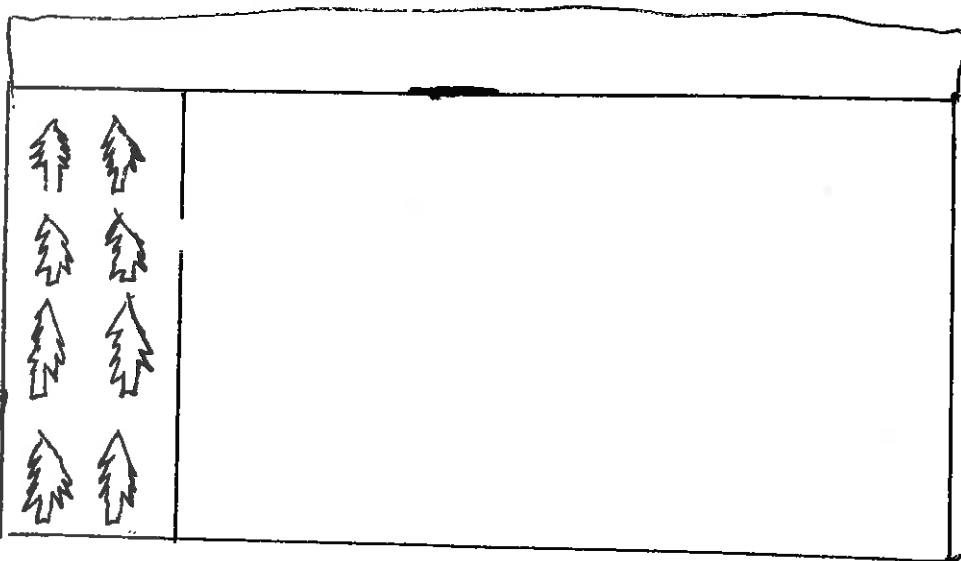
Property Owner: [Signature]

Date: 11-19-12

Lexington

Rose/Levon

Area Trees
will be
displayed
in fence
in area



W
S-I-N
E



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

OFFICE USE ONLY

Permit # _____

Receipt # 00305235

City Planner signature & date _____

SEASONAL OUTDOOR SALES PERMIT

☒ **APPLICATION FEE: \$50**

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

Seasonal Outdoor Sales Requirements

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

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

1. Applicant Information:

Company name: Premium Quality Trees/Rum River Tree Farm
 Last name: Almendinger First name: Dan
 Address: 21050 Lake George City/State/Zip: Oak Grove MN
 Phone number: _____ Email address: _____

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

3011 Rice Street Roseville MN 55713

3. Proposal Details:

Type of use: Sale of Christmas trees on Vacant Lot
 Beginning date: 11-23-12 Ending date: 12/23/12

Hours of operation:

Use will be: ☒ daily ☐ weekly ☐ other M-F noon-8 SAT 9-9 SUN 9-7

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

Structure or tent proposed: ☒ No

☐ Yes

length: _____ width: _____ height: _____

Sign(s) proposed: ☐ No

☒ Yes Please include details of the type and size of all proposed signs.

1-4x4 Signs CHRISTMAS TREES

4. **Site Plan:** A site plan is required showing the approximate size and location of the temporary use as well as signage and any electrical or other utility services that may be needed. *None*

5. **Signature(s):**

Applicant: *[Signature]*

Date: *11-15-12*

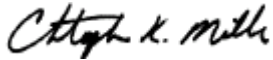
Property Owner: *[Signature]*

Date: *11-15-12*

REQUEST FOR COUNCIL ACTION

Date: 12/03/2012
Item No.: 7.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
Police	Motorola Solutions	Mobile Radios-2, with accompanying software (a)	\$ 5,982.32

Comments/Description:

- a) Purchased off of the State Bid Contract. Two radios were previously approved on 11/19/12. This represents the final radio purchase for 2012.

Sale of Surplus Vehicles or Equipment

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

Department	Item / Description

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

23 **STAFF RECOMMENDATION**

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

26 **REQUESTED COUNCIL ACTION**

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

29

30

Prepared by: Chris Miller, Finance Director

Attachments: A: None

31

REQUEST FOR COUNCIL ACTION

Date: 12/3/2012
Item No.: 7.d

Department Approval

Timothy O'Neill

City Manager Approval

W. Mahinen

Item Description: Authorize Fire Department & Allina Health Emergency Medical Services Medical Direction and Oversight Agreement

BACKGROUND

The Fire Department provides medical first response to the community more than 3300 times annually. Firefighters are trained to provide medical treatments including medications at the Advanced Emergency Medical Technician (EMT) level. Allina Health Emergency Medical Services is the agent that has billing authority for emergency medical transportation within the City of Roseville as agreed to provide the Fire Department service including medical oversight and education.

FINANCIAL IMPACTS

For services provided for medical oversight and education, Roseville Fire Department, through the attached contract will pay Allina Health Emergency Medical Services the amount of \$2625 for combined cost for 2013 & 2014.

STAFF RECOMMENDATION

Staff recommends council authorize the Fire Department to enter in to contract with Allina Health Emergency Medical Services for medical oversight and education.

REQUESTED COUNCIL ACTION

Authorize the Fire Department to enter into contract with Allina Health Emergency Medical Services for medical oversight and education.

Prepared by: Timothy O'Neill, Fire Chief

Attachment A: Allina Agreement

Agreement

This Agreement is made and entered into this date, **January 1, 2013** by and between Allina Health System, a Minnesota non-profit corporation, d/b/a **Allina Hospitals and Clinics (“Allina Health Emergency Medical Services”)** located at 167 Grand Avenue, St. Paul, Minnesota 55102 and **the City of Roseville (“Roseville”)** having principal offices at **2660 Civic Center Dr. Roseville Minnesota 55113.**

Witnesseth

WHEREAS, Roseville, through its Fire Department, is an entity engaged in providing emergency response, care and treatment services to patients; and

WHEREAS, Allina Health Emergency Medical Services, by legislative authority of the Public Service Area Statute, is the Advanced Life Support (“ALS”) and/or Basic Life Support (“BLS”) service provider in the City of Roseville and has the personnel and resources to provide medical direction oversight to the Roseville Fire Department; and

WHEREAS, Roseville wishes to utilize medical direction oversight in the manner and to the extent set forth in this Agreement and the attachments hereto;

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. Medical Direction Oversight. Allina Health Emergency Medical Services hereby agrees to provide medical direction oversight to the Roseville Fire Department throughout the term of this Agreement. For the purposes of this Agreement, medical direction oversight will include:
 - a. approving standards for training and orientation of personnel that impact patient care;
 - b. approving standards for purchasing equipment and supplies that impact patient care;
 - c. establishing standing orders for pre-hospital care;
 - d. approving triage, treatment, and transportation protocols;
 - e. participating in the development and operation of continuous quality improvement programs;
 - f. establishing procedures for the administration of medications;
 - g. maintaining the quality of care according to the standards and procedures established under clauses (a) to (f); and
 - h. administration packages and training as specified in Exhibit A.

In consideration for the foregoing medical direction oversight and the services and benefits designated in Provision 5 and 8 below Roseville

shall pay Allina Health Emergency Medical Services the amount of \$2,625.00 ("Basic Fee"). The Basic Fee shall be paid as follows:

\$1,312.50 on or before February 1, 2013 ("First Basic Fee Payment"); and

\$1,312.50 on or before February 1, 2014 ("Second Basic Fee Payment").

2. Contract Administration. Communications between Roseville and Allina Health Emergency Medical Services shall be coordinated through: i) the District Operations Manager, the lead Emergency Medical Services ("EMS") instructor assigned to Roseville Fire Department and/or the External Education Supervisor of Allina Health Emergency Medical Services, and ii) the Roseville Fire Department Administration designee. Physician medical direction oversight will be provided through the Allina Health Emergency Medical Services Medical Director and such other physicians as Allina Health Emergency Medical Services may contract with from time-to-time for such services.
3. Additional Services. In addition to the medical director oversight identified above, Allina Health Emergency Medical Services shall make available other services including, but not limited to, those services set forth in Exhibit B attached hereto. Any additional services beyond those listed in Exhibit B shall require the parties mutual agreement before such services are provided.
4. East Metro SWAT Medical Program. Allina Health Emergency Medical Services acknowledges that the Roseville Fire Department in cooperation and coordination with the East Metro SWAT Team will provide emergency response, stand-by coverage, team member training, equipment purchase, and standard development for the multiple agency East Metro SWAT team. Allina Health Emergency Medical Services acknowledges that it is the intention of Roseville that members of the SWAT medical team will operate under Emergency Medical Technician ("EMT") advanced protocols as established and approved by Allina Health Emergency Medical Services as part of this agreement.
5. Paramedic Certification. The Roseville Fire Department has employees that are certified at the level of "Paramedic". Allina Health Emergency Medical Services will provide access to educational content to assist in meeting continuing education requirements to maintain their "Paramedic" certification level. Education may be offered online or in person at the Roseville Fire Department or at various Allina Health Emergency Medical Services locations.
6. Roseville Fire Department. Roseville shall be solely responsible for the direction and control of its employees and the services provided by its employees when they are engaged in providing emergency response, care and treatment

services to patients. Allina Health Emergency Medical Services shall not be liable for the acts of Roseville, the East Metro SWAT Medical team, or its respective employees.

7. Allina Health Emergency Medical Services. Allina Health Emergency Medical Services shall be solely responsible for the direction and control of its employees and the services provided by its employees when they are engaged in providing emergency response, care and treatment services to patients within the City of Roseville. The City of Roseville shall not be liable for the acts of Allina Health Emergency Medical Services or its employees.

8. Allina Health Emergency Medical. As the agent having billing authority for EMS transportation within the City of Roseville, Allina Health Emergency Medical Services will be responsible for and pay all costs associated with supplies needed by the Roseville Fire Department for providing first responder medical services.

9. Fee. In exchange for services provided under Provision 3 above by Allina Health Emergency Medical Services, Roseville shall pay Allina Health Emergency Medical Services, in addition to the Basic Fee, the amount for such service set forth in Exhibit B, or if not listed in Exhibit B the amount agreed to by the parties. Payment should be made to Allina Health Emergency Medical Services within 30 days of invoice dates.

10. Term and Termination. This Agreement shall be in effect until December 31, 2014. Notwithstanding the foregoing, either party may, with or without cause, terminate this Agreement prior to December 31, 2014, by delivering written notice thereof to the other party at least 30 days prior to such earlier termination date. The termination notice shall state the date of such earlier termination and shall be delivered by U.S. mail to the other party at the address for such party set forth on page 1 of this Agreement. In the event that this agreement terminates prior to December 31, 2013, Allina Health Emergency Medical Services shall refund to Roseville the unearned portion of the Basic Fee, which shall be determined by multiplying the number of days remaining in 2013 after the date of termination times \$34.21, plus b) the full amount of the Second Basic Fee Payment if paid before the date of refund. If the date of termination is in 2014 and the Second Basic Fee Payment has been paid, the refund shall be equal to the amount determined by multiplying the number of days remaining in 2014 after the date of termination times \$34.21.

11. Insurance.

- a. Allina Health Emergency Medical Transportation. Allina Health Emergency Medical Services agrees to maintain such policies of insurance, self-insurance reserves, or combinations thereof in amounts not less than \$1,000,000.00 per occurrence and

\$3,000,000.00 umbrella coverage. In addition, Allina Health Emergency Medical Services agrees to hold harmless and indemnify Roseville from any and all liability which may incur as a result of the negligent act or intentional misconduct of any Allina Health Emergency Medical Services employee providing services pursuant to this Agreement.

- b. Roseville Fire Department. Roseville agrees to maintain such policies of insurance, self-insurance reserves, or combinations thereof in amounts not less than \$1,500,000.00 per occurrence. In addition, Roseville agrees to hold harmless and indemnify Allina Health Emergency Medical Services from any and all liability which may incur as a result of the negligent act or intentional misconduct of any Roseville Fire Department employee providing services pursuant to this Agreement; provided however, that Roseville shall not be required to pay any amount in excess of the limits of liability established in Minnesota Statutes Chapter 466.

- 12. Independent Contractor. In performing the medical direction oversight provided for under this Agreement, Allina Health Emergency Medical Services is acting as an independent contractor, not as an employee or agent of The City of Roseville, and nothing contained herein shall be construed to constitute Allina Health Emergency Medical Services and Roseville as partners.
- 13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
- 14. Statutory Limitation. Nothing contained herein shall constitute a waiver of any defense or limitation on liability provided by Minnesota Statutes Chapter 466, or other applicable state or federal law. No person shall be considered as a third party beneficiary of this Agreement.
- 15. Monthly Pre-Course Preparation & Coordination for refresher training In the event that Roseville requests, and Allina Health Emergency Medical Services provides, services in excess of the hours specified in Exhibit A, Roseville agrees to pay Allina Health Emergency Medical Services, in addition to the Basic Fee, a per hour fee for such additional hours at the hourly rate set forth in Exhibit A. The quality of all training materials and instruction will meet or exceed professional standards for EMS training.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the day and date first written above.

Allina Health System, d/b/a Allina Hospitals and Clinics

By: _____ Date _____
Brian LaCroix
President

By: _____ Date _____
Charles Lick M.D.
Medical Director

City of Roseville

By: _____ Date _____
Daniel J. Roe
Mayor

By: _____ Date _____
William J. Malinen
City Manager

EXHIBIT A

Roseville Fire Department Medical Direction and Emergency Response Oversight Agreement

Package	2013 & 2014
The Medical Direction Oversight includes the following services and training:	
Medical Director	\$ 420.00 per year
- Administration – Basic Package - MD Led In-service <i>Included</i> - Use of Allina Health Emergency Medical Services Protocols <i>Included</i>	
- Administration – Advanced Package <i>Variances for:</i> - Albuterol Nebulizer - Glucagon - IV Administration - Epinephrine Pen - ASA / Nitroglycerin Administration	\$ 105.00 per year
Initial Education of Advanced Skills for new recruits or upgrading existing members. See “EXHIBIT B” for charges	<i>As Needed</i>
- Monthly Refresher Training of state requirements for EMT recertification, Pre-Course Preparation & Coordination for refresher training of existing members 2013 & 2014 - \$26.25 / hr. x 2.5 hrs./mo.	\$787.50 per year
2013 & 2014 COST PER YEAR	\$ 1312.50
TOTAL PACKAGE COST INCLUDING YEARS 2013 & 2014	\$ 2625.00

EXHIBIT B

Roseville Fire Department Medical Direction and Emergency Response Oversight Agreement – Additional Services

- Initial and Refresher Courses
 - EMT's
 - First Responders
 - Healthcare Provider CPR

*EMT/First Responder initial course NO LONGER includes
CPR renewal per EMSRB regulations*

Price List – Allina Health Emergency Medical Services (AHEMS) External Education Contracted Pricing

	2013	2014
First Responder		
Initial Course(per person)	\$ 439.00	\$439.00
Refresher Course (per person)	\$ 208.00	\$208.00
EMT Basic		
Initial Course (per person)	\$ 986.00	\$986.00
Refresher Course (per person)	\$ 330.00	\$330.00
HealthCare Provider CPR		
Initial Course(per person)	\$ 109.00	\$109.00
Refresher Course (per person)	\$ 69.00	\$69.00
AHEMS Provided Instructor (per hour)	\$ 27.00	\$27.00
MD Presentation (per hour)	\$273.00	\$273.00

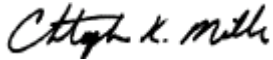
- Initial Education of Advanced Package Skills (\$215.25 per person for 12 hour practical skill review)
Minimum 5 participants in group
- Administration- Paramedic recertification education (\$25 per person per year)
Course work may be online, in person at Roseville Fire Department or AHEMS sites as determined by educator

Paramedic certification classes (i ACLS, PALS) available through AHEMS Internal Education for additional fee.

REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Consider Not Waiving Statutory Liability Limits for 2013

BACKGROUND

Minnesota Statute 466.04 states that liability of any municipality on any one claimant shall not exceed \$500,000 when the claim is for death, wrongful act, or omission; and shall not pay more than \$1,500,000 for claims arising out of a single occurrence.

State Statute provides municipalities the opportunity to waive the individual statutory limit. By waiving the statutory limit, there is no limit on the settlement a claimant(s) may receive. The City's Liability Insurance provider requires a formal action by the City Council designating their intentions.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Waiving the Statutory limits would create greater risk and carry the potential for higher insurance payouts on claims brought against the City.

STAFF RECOMMENDATION

Staff recommends the Council NOT waive the Statutory Liability Limits for 2013.

REQUESTED COUNCIL ACTION

Motion to NOT waive the Statutory Liability Limits for 2013.

Prepared by: Chris Miller, Finance Director

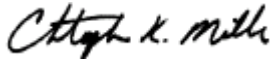
Attachments: A: N/A

REQUEST FOR COUNCIL ACTION

Date: 12/03/2012

Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Adopt a Final 2013 Tax Levy and Budget

BACKGROUND

State Statute requires all cities in excess of 2,500 in population, to adopt a final tax levy and budget by December 30th for the upcoming fiscal year. The final levy amount must not exceed the preliminary levy that was established in September. However, the Council has discretion in modifying the budget at any time.

At the September 10, 2012 City Council meeting, the Council adopted a 2012 preliminary, not-to-exceed tax levy and budget. Further information on the levy and budget is shown below.

2013 Preliminary Tax Levy

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

Pre-existing Obligations

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

Items included in the Original 2012/2013 Biennial Budget

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

CIP Subcommittee Recommended Items

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

New Considerations

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

As noted above, the total 2013 Preliminary levy was \$17,319,826.

2013 Preliminary Budget

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

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

Taxpayer Impact

For a median-valued home of \$206,300 that experienced a projected 8.7% decline in assessed market value, the 2013 city taxes will be \$747, an annual increase of \$62 or \$5.18 per month. In exchange, residents will receive round-the-clock police and fire protection, well-maintained streets and parks, and a significant investment in the City's Fire Service and Parks & Recreation system.

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

In the event the Council chooses to lower the recommended tax levy, it will result in a savings of \$0.41 cents per month for a typical homeowner for each \$100,000 levy reduction.

POLICY OBJECTIVE

Adopting a final budget and tax levy is required under Mn State Statutes.

FINANCIAL IMPACTS

The financial impacts are noted above.

STAFF RECOMMENDATION

Staff Recommends the Council adopt the 2013 Tax Levy and Budget Levy as outlined in this report and in

57 the attached resolutions.

58 **REQUESTED COUNCIL ACTION**

59 The Council is asked to take the following separate actions:

- 60
- 61 a) Motion to approve the attached Resolution to adopt the 2013 Final Tax Levy
 - 62 b) Motion to approve the attached Resolution to adopt the 2013 Final Debt Levy
 - 63 c) Motion to approve the attached Resolution to adopt the 2013 Final Budget

64

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to adopt the 2013 Final Tax Levy
B: Resolution to adopt the 2013 Final Debt Levy
C: Resolution to adopt the 2013 Final Budget

65

**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 3rd day of December, 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

**RESOLUTION SUBMITTING THE FINAL PROPERTY TAX LEVY
ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR
FOR THE FISCAL YEAR OF 2013**

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

The City of Roseville is submitting the following tax levy on real estate within the corporate limits of the City to the County Auditor in compliance with the Minnesota State Statutes.

Purpose	Amount
Programs & Services	\$ 14,179,826
Debt Service	3,140,000
Total	\$ 17,319,826

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 , and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

102 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
103 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
104 of a regular meeting of said City Council held on the 3rd day of December, 2012 with the original thereof
105 on file in my office.

106
107 WITNESS MY HAND officially as such Manager this 3rd day of December, 2012

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William J. Malinen
City Manager

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114 Seal

115

**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 3rd day of December, 2012 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION DIRECTING THE COUNTY AUDITOR TO
ADJUST THE APPROVED TAX LEVY FOR 2013 BONDED DEBT**

WHEREAS, the City will be required to make debt service payments on General Obligation Debt in 2013;
and

WHEREAS, there are reserve funds sufficient to reduce the levy for General Obligation Series 2003A, and 2009A, 2009B, 2011A; and

WHEREAS, General Obligation Series 23 has been refunded and replaced with series 2004A and requires a continuing levy; and

WHEREAS, General Obligation Series 2008A requires a slightly higher amount; and

WHEREAS, General Obligation Series 20012A has been issued in the fall of 2012, and will require a levy in 2013.

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

The Ramsey County Auditor is directed to change the 2013 tax levy for General Improvement Debt by \$646,049 from that which was originally scheduled upon the issuance of the bonds.

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.

164 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
165 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
166 of a regular meeting of said City Council held on the 3rd day of December, 2012, with the original thereof
167 on file in my office.

168
169 WITNESS MY HAND officially as such Manager this 3rd day of December, 2012.

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William J. Malinen
City Manager

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176 Seal

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**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 3rd day of December 2012 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION ADOPTING THE FINAL 2013 ANNUAL BUDGET
FOR THE CITY OF ROSEVILLE**

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

The City of Roseville's Budget for 2013 in the amount of \$45,485,010, of which \$21,831,042 is designated for the property tax-supported programs, be hereby accepted and approved.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 3rd day of December, 2012, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 3rd day of December, 2012.

William J. Malinen
City Manager

Seal

Date: December 3, 2012

Item: 12.a

Adopt Final 2013 Budget

Please See Item: 11.a

Date: December 3, 2012

Item: 12.b

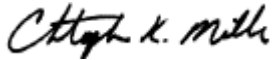
Adopt Tax Levy

Please See Item: 11.a

REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 12.c

Department Approval



City Manager Approval



Item Description: Adopt the 2013 Final HRA Tax Levy

BACKGROUND

State Statute requires all municipalities that have levy authority over other governmental agencies to adopt a preliminary tax levy for that agency by September 15th for the upcoming fiscal year. The Roseville HRA, while a separate legal entity, does not have direct levy authority. The City Council must adopt a levy using its authority along with a designation that the funds go to the HRA.

On August 21, 2012, the HRA formally adopted a resolution calling for a 2013 Recommended Tax Levy in the amount of \$698,471, an increase of \$344,971 or 97% over 2012. A copy of the resolution is attached.

The following table summarizes the estimated tax impact on **residential** homes, based on the HRA's recommended 2013 tax levy, estimates provided by Ramsey County, and assuming no change in property valuation.

Value of Home	2012 Actual	2013 Estimated	\$ Increase (decrease)	% Increase (decrease)
\$ 160,000	\$ 14	\$ 26	\$ 12	82.5 %
180,000	16	30	13	82.5 %
206,300	19	34	15	82.5 %
220,000	20	36	16	82.5 %
240,000	22	39	18	82.5 %

The amounts shown above are independent of the impact that results from the City's tax levy.

19 **POLICY OBJECTIVE**
20 Adopting a final HRA tax levy is required under State Statutes in order to make it effective the following
21 year.

22 **FINANCIAL IMPACTS**
23 See above.

24 **STAFF RECOMMENDATION**
25 Staff Recommends the Council adopt or modify the attached resolution setting the 2013 Final HRA Tax
26 Levy.

27 **REQUESTED COUNCIL ACTION**
28 Motion to adopt or modify the attached resolution establishing the 2013 Final HRA Tax Levy.
29

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to adopt the 2013 Final HRA Tax Levy
B: Resolution adopted by the HRA requesting a 2013 Tax Levy

30

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 3rd day of December, 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 _____

**A RESOLUTION SUBMITTING THE HOUSING AND REDEVELOPMENT AUTHORITY, IN
AND FOR THE CITY OF ROSEVILLE, SPECIAL PROPERTY TAX LEVY ON REAL
ESTATE TO THE RAMSEY COUNTY AUDITOR FOR THE FISCAL YEAR OF 2013**

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

The request of the Housing and Redevelopment Authority, in and for the City of Roseville, for a special levy per Minnesota Statutes Section 469.033, is hereby authorized in the amount of \$698,471 to be collected in 2013 for the purposes of Minnesota Statutes Section 469.001 to 469.047.

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

and the following voted against:

WHEREUPON said resolution was declared duly passed and adopted.

State of Minnesota)

) SS

County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 3rd of December, 2012 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 3rd day of December, 2012.

William J. Malinen
City Manager

Seal

**EXTRACT OF MINUTES OF MEETING OF THE
HOUSING AND REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the Housing and Redevelopment Authority in and for the City of Roseville, County of Ramsey, Minnesota, was duly called and held at the City Hall on Tuesday, the 21st day of August, 2012, at 6:00 p.m.

The following members were present:

Willmus, Masche, Elkins, Lee, Chair Maschka

and the following were absent:

Quam, Majerus

Commissioner Willmus introduced the following resolution and moved its adoption

Resolution No. 45

A Resolution Adopting A Tax Levy in 2012 Collectible in 2013

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Housing and Redevelopment Authority in and for the City of Roseville, Minnesota (the "Authority"), as follows:

Section 1. Recitals.

- 1.01. The Authority is authorized by Minnesota Statutes Section 469.033 to adopt a levy on all taxable property within its area of operation, which is the City of Roseville, Minnesota (the "City").
- 1.02. The Authority is authorized to use the amounts collected by the levy for the purposes of Minnesota Statutes Section 469.001 to 469.047 (the "General Levy").

Section 2. Findings

- 2.01. The Authority hereby finds that it is necessary and in the best interest of the City and the Authority to adopt the General Levy to provide funds necessary to accomplish the goals of the Authority and in furtherance of its Housing Plan.

Section 3. Adoption of General Levy.

- 3.01. The following sums of money are hereby levied for the current year, collectible in 2013, upon the taxable property of the City for the purposes of the General Levy described in Section 1.02 above:

Amount:	<u>\$698,471</u>
---------	------------------

Section 4. Report to City and Filing of Levies.

- 4.01. The executive director of the Authority is hereby instructed to transmit a certified copy of this Resolution to the City Council for its consent to the levies.**
- 4.02. After the City Council has consented by resolution to the levies, the executive director of the Authority is hereby instructed to transmit a certified copy of this Resolution to the county auditor of Ramsey County, Minnesota.**

Adopted by the Board of the Authority this 21st day of August, 2012.

Certificate

I, the undersigned, being duly appointed and acting Executive Director of the Housing and Redevelopment Authority in and for the City of Roseville, Minnesota, hereby certify that I have carefully compared the attached and foregoing resolution with the original thereof on file in my office and further certify that the same is a full, true, and complete copy of a resolution which was duly adopted by the Board of Commissioners of said Authority at a duly called and regularly held meeting thereof on August 21, 2012.

I further certify that Commissioner Willmus introduced said resolution and moved its adoption, which motion was duly seconded by Commissioner Elkins, and that upon roll call vote being taken thereon, the following Commissioners voted in favor thereof:

Willmus, Lee, Masche, Elkins, Maschka

and the following voted against the same:

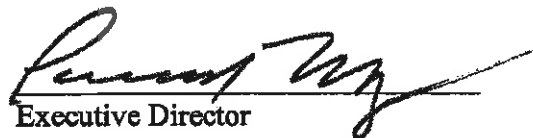
None

and the following were absent:

Quam, Majerus

whereupon said resolution was declared duly passed and adopted.

Witness my hand as the Executive Director of the Authority this 21st day of August, 2012.

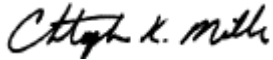


Executive Director
Housing and Redevelopment
Authority in and for the City
of Roseville, Minnesota

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 12.d

Department Approval



City Manager Approval



Item Description: Consider the 2013 Utility Rate Adjustments

BACKGROUND

Over the past several months, City Staff has been reviewing the City's utilities operations to determine whether customer rate adjustments are necessary for 2013. The analysis included a review of the City's water, sanitary sewer, storm drainage, and solid waste recycling operations. It also incorporates the recommendations provided by the Council-appointed Capital Improvement Plan (CIP) Task Force, and the Public Works, Environment, and Transportation Commission (PWET).

Staff's analysis included a review of the following:

- ❖ Fixed costs including personnel, supplies and maintenance, and depreciation.
- ❖ Variable costs including the purchase of water from the City of St. Paul, water treatment costs paid to the Metropolitan Council, and recycling contractor costs.
- ❖ Capital replacement costs.
- ❖ Customer counts and consumption patterns, rate structure, and rates.

A summary of each operating division is included below.

Water Operations

The City's water operation provides City customers with safe potable water, as well as on-demand water pressure sufficient to meet the City's fire protection needs. The following table provides a summary of the 2012 and 2013 (Proposed) Budget:

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Personnel	\$ 581,600	\$ 595,845		
Supplies & Materials	74,100	76,325		
Other Services & Charges	582,050	584,270		
Water Purchases	4,600,000	5,000,000		
Depreciation / Capital	1,165,000	1,585,000		
Total	\$ 7,002,750	\$ 7,841,440	\$ 838,690	12.0 %

The single largest operating cost for the water operation is the purchase of wholesale water from the City of St. Paul. For 2013, the budgeted amount has been increased given the rate increase imposed by St. Paul as well as the uncertainty of future wholesale water rates. The City of St. Paul is currently undertaking a Cost of Service study to determine what changes might be needed in their rate structure. The City expects to enter into discussions with the City of St. Paul early next year to review the cost sharing formula outlined in the current contract.

The City also expects to have moderate increases in personnel and supply-related costs, leading to an overall budget increase of 12.0%. The impact on the water rates will also be affected by these and other factors.

As noted previously on several occasions, the City's long-term capital financing program has been significantly underfunded for many years. The Water Fund has been reliant on internal borrowings from the Sanitary Sewer Fund to provide for capital needs during the past several years. The 20-Year CIP calls for an average capital replacement need of \$1.1 million annually. In contrast, current water rates only provide \$700,000 annually.

Based on a recommendation of the CIP Task Force, the City Council agreed in 2011 to adopt a base rate increase of approximately 60% to alleviate the funding gap. The increase was to be phased in over two years beginning in 2012. For 2013, the increase is expected to generate an additional \$400,000 annually. The base rate would need to be indexed for future inflationary impacts.

It is further recommended that the usage rate be increased by approximately 2.5% to offset the increase in water purchase and other operating costs.

Discussion on Water Conservation Rates

In January, 2009 the City instituted a new water conservation-based rate structure designed to encourage water conservation in conjunction with the goals and strategies outlined in the City's Imagine Roseville 2025 initiative, as well as a new State Law that required water service providers to encourage water conservation. This law has since been amended and the City is no longer required to have conservation rates as long as they can demonstrate that aggregate water use has declined due to other measures.

The City created a 2-tiered rate structure that was designed to target **excessive** water usage as opposed to the water used for everyday household needs. It is not unusual to see a 4 or 5 person household use 30,000 gallons or more per quarter for general use such as personal hygiene, washing clothes and dishes, cooking, etc. This is evidenced by evaluating a household's wintertime usage. In recognition of this, the rate structure was designed to encourage conservation without unduly penalizing larger households for 'normal' water use.

The current water rate structure is as follows:

Category	2012 Usage Rate
SF Residential; Up to 30,000 gals./qtr	\$ 2.15
SF Residential; Over 30,000 gals./qtr – winter rate *	2.40
SF Residential; Over 30,000 gals./qtr – summer rate **	2.65
Non-SF Residential – winter rate	2.80
Non-SF Residential – summer rate **	\$ 3.10

67 In an effort to gain a broad perspective on citywide household use, the following chart depicts the
68 percentage of single-family homes that fall into the current water rate categories based on usage over the
69 last 12 months and the 2-tiered rate structure.
70

CURRENT Water Rate Tier	% of SF Homes: Winter	% of SF Homes: Summer
0 – 30,000 gallons per quarter	90 %	85 %
Over 30,000 per quarter	10 %	15 %
Total	100 %	100 %

71
72 As this table indicates, under the current water rate structure, 10-15% of single-family homes are impacted
73 by the higher rates.
74

75 The Public Works, Environment, and Transportation Commission recently discussed the City’s water rate
76 structure and conservation rates. The Commission is recommending that the City move to a 3-tier system
77 to incorporate the following breakpoints:
78

Tier	Description
1	0 – 16,000 gallons per quarter
2	16,000 – 24,000 gallons per quarter
3	Over 24,000 gallons per quarter

79
80 The threshold of 16,000 gallons between tiers 1 and 2 is based on the current average usage in a single-
81 family home. The Commission further recommends that the rate structure be revenue neutral so that usage
82 rates at tiers 2 and 3 are sufficient to partially offset usage rates at the first tier. City Staff is comfortable in
83 moving to a 3-tiered system, however the aggregate data continues to suggest that single-family
84 homeowners are already successfully employing a variety of water conservation approaches.
85

86 The following chart depicts the percentage of single-family homes that fall into each water rate category
87 based on current usage and the proposed 3-tiered rate structure.
88

PROPOSED Water Rate Tier	% of SF Homes: Winter	% of SF Homes: Summer
0 – 16,000 gallons per quarter	70 %	60 %
16,000 – 24,000 gallons per quarter or more	15 %	20 %
Over 24,000 gallons per quarter	15 %	20 %
Total	100 %	100 %

89
90 Under the proposed 3-tiered rate structure, approximately 30-40% of single-family homes will be impacted
91 by the higher tier rates, compared to 10-15% today. Under this scenario, approximately 2,100 homes will
92 pay more for water services than they currently do as a direct result of the change in rate structure.
93

94 As noted above, the PWET Commission has advocated that the new 3-tiered rate structure be revenue
95 neutral. Under the current 2-tiered structure the lowest tier is set at an amount that is commensurate with
96 the cost to purchase water from the City of St. Paul. This ensures that in the event ALL homes fell into the
97 lowest tier, the City would not be financially jeopardized. Therefore, any incremental revenue derived from
98 the higher tier is set aside for contingency purposes and to promote long-term stability of the rates.
99
100

If on the other hand we move to a revenue neutral rate structure, the premium charged for usage at Tiers 2 and 3 will allow the lowest tier rate to decline. As a result, 60-70% of single-family homes would pay less than they currently do. In effect, homes with lower usage will be subsidized by those with higher usage. This is in sharp contrast to the current philosophy where all homes pay the same pass-through cost of water purchased from St. Paul.

It should be noted that many of these same low usage homes that would benefit from this new approach already receive a subsidy through the senior discount program.

Another consideration on whether to move to a 3-tiered rate structure is whether such an approach actually promotes water conservation. We have observed that water usage has declined in the past couple of years despite most households never reaching the threshold for the higher tier. One could argue that education and awareness has been the leading factor in discouraging homeowners from excessive water use, rather than the financial incentive (penalty) that accompanies higher tiers.

One can assume that each household has a threshold for which a financial incentive would cause them to modify their water use behavior. Arguably however, it would take more than just a few dollars per month which is the case under both the current and proposed water rate tier structure.

A final point for discussion involves the fairness that tiered water rates can have on larger families. For example, let's assume that the per-person water usage for someone that follows moderate water conservation measures is 5,000 gallons per quarter. A 3-person household would use 15,000 gallons per quarter and would not hit the higher tier. However, a 4-person household would use 20,000 gallons per quarter and hit the higher tier simply because there are more people living in the house. On an individual basis the 4-person household is just as conservative in their water use, but they pay a higher rate nonetheless.

Taking this example further, let's assume that the 4-person household is even more conservative and uses only 4,500 gallons per quarter, per person. This amounts to 18,000 gallons per quarter which once again triggers the higher tier rate. In this example, the 4-person household pays a higher rate despite having superior conservation behaviors compared to the smaller household.

Sanitary Sewer Operations

The City maintains a sanitary sewer collection system to ensure the general public's health and general welfare. The following table provides a summary of the 2012 and 2013 (Proposed) Budget:

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Personnel	\$ 358,448	\$ 367,235		
Supplies & Materials	45,050	46,395		
Other Services & Charges	419,200	420,545		
Wastewater Treatment	2,850,000	3,000,000		
Depreciation / Capital	1,165,000	1,280,000		
Total	\$ 4,837,698	\$ 5,114,175	\$ 276,477	5.7 %

The single largest operating cost to the sanitary sewer operation is the wastewater treatment costs paid to the Metropolitan Council Environmental Services Division (MCES). Based on projected flows and increased costs from the MCES, the budget for this category has been increased by 5%. The City also expects to have moderate increases in personnel and supply-related costs bringing the total increase to 5.7%. The impact on the sewer rates will also be affected by these and other factors.

The 20-Year CIP calls for an average capital replacement need of \$1 million annually. In contrast, current sewer rates only provide \$670,000 annually. Based on a recommendation of the CIP Task Force, the City Council agreed in 2011 to adopt a base rate increase of approximately 60% to alleviate the funding gap. The increase was to be phased in over two years beginning in 2012. For 2013, the increase is expected to generate an additional \$330,000 annually. The base rate would still need to be indexed for future inflationary impacts.

It is further recommended that the usage rate be increased by approximately 3.5% to offset the increase in wastewater treatment and other operating costs.

Storm Drainage Operations

The City provides for the management of storm water drainage to prevent flooding and pollution control, as well as street sweeping and the leaf pickup program. The following table provides a summary of the 2012 and 2013 (Proposed) Budget:

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Personnel	\$ 316,837	\$ 324,615		
Supplies & Materials	55,301	57,300		
Other Services & Charges	277,800	281,000		
Depreciation / Capital	1,260,000	1,369,000		
Total	\$ 1,909,938	\$ 2,301,915	\$ 121,977	6.4 %

The City expects to have moderate increases in personnel, supply and capital-related costs, which will require an increase in the storm water rates.

Previously, the 20-Year CIP called for an average capital replacement need of \$972,000 annually. The 2011 storm water rates only provided \$310,000 annually.

To alleviate this shortfall, the CIP Task Force recommended a one-time base rate increase of approximately 65% in 2012. This was expected to generate an additional \$660,000 annually and allow the Storm Water Fund to provide for capital improvements over the next 20 years as well as increased operating costs. It was noted at the time that the base rate would still need to be indexed for future inflationary impacts, although no adjustment is needed for 2013.

Recycling Operations

The recycling operation provides for the contracted curbside recycling pickup throughout the City and related administrative costs. The primary operating cost is the amounts paid to a contractor to pickup recycling materials.

178 The following table provides a summary of the 2012 and 2013 (Proposed) Budget:

179

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Personnel	\$ 31,581	\$ 32,375		
Supplies & Materials	400	405		
Other Services & Charges	24,910	24,910		
Contract Pickup	468,000	747,005		
Total	\$ 524,891	\$ 531,695	\$ 6,804	1.3 %

180

181 The City expects to have a 1.94% increase in contract pickup costs as set forth in the current contract. The
182 contract also specifies that the City receives a portion of the monies generated from the re-sale of recycled
183 materials. This is expected to generate approximately \$90,000 per year, and along with an expected
184 \$65,000 SCORE grant from Ramsey County, will allow for a relatively small rate increase to Roseville
185 residents of only 1.6%.

186

187 **Rate Impacts for 2013**

188 Based on the rate impacts described above, Staff is recommending a rate increase for ALL utility rate
189 categories except for the storm water rates which were sufficiently increased in 2012. With these suggested
190 rate changes, a typical single-family home will pay \$165.55 per quarter, an increase of \$18.22 or 12.4%.
191 Additional detail is shown in the tables below, and in Schedule A of the attached Resolution.

192

193 Single Family Homes

194

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Water – base fee	\$ 40.09	\$ 49.50		
Water – usage fee	38.70	39.60		
Sanitary Sewer – base fee	30.35	37.35		
Sanitary Sewer – usage fee	21.00	21.75		
Storm Sewer	11.15	11.15		
Recycling	6.10	6.20		
Total	\$ 147.33	\$ 165.55	\$ 18.22	12.4 %

195

** Based on an average consumption of 18,000 gallons per quarter.

196

197 Single Family Homes – with Utility Discount

198

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Water – base fee	\$ 26.00	\$ 32.15		
Water – usage fee	12.90	13.20		
Sanitary Sewer – base fee	18.95	23.30		
Sanitary Sewer – usage fee	7.00	7.25		
Storm Sewer	11.15	11.15		
Recycling	6.10	6.20		
Total	\$ 82.10	\$ 93.25	\$ 11.15	13.6 %

199

** Based on an average consumption of 6,000 gallons per quarter.

200

Discount applies only to the water and sewer base fee and is approximately 35% less than the standard rate.

201

Commercial Property

	2012	2013	\$ Incr. (Decrease)	% Incr. (Decrease)
Water – base fee	\$ 79.25	\$ 98.00		
Water – usage fee	560.00	580.00		
Sanitary Sewer – base fee	66.30	81.60		
Sanitary Sewer – usage fee	650.00	670.00		
Storm Sewer	517.35	517.35		
Total	\$ 1,872.90	\$ 1,946.95	\$ 74.05	3.95 %

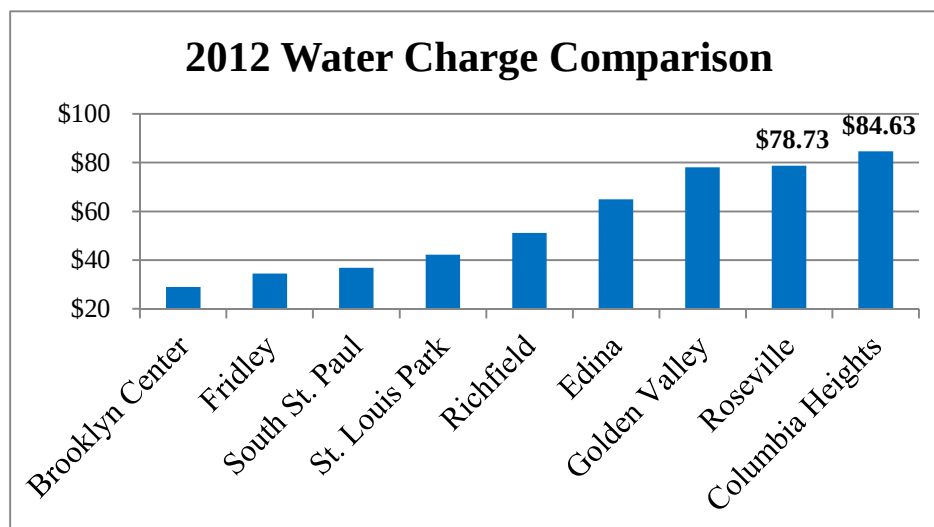
** Based on an average consumption of 200,000 gallons per quarter, with a 1 ½” meter, and occupying 3 acres.

Rate Comparisons

The charts below depict a number of water and sewer rate comparisons with other peer communities. For this analysis, peer communities include 1st ring suburbs that served a population between 18,000 and 50,000, and which are not simply an extension of a larger entity’s system. This group was selected to try and approximate cities with stand-alone systems with similar age of infrastructure which can have a significant influence on the cost of water and sewer services.

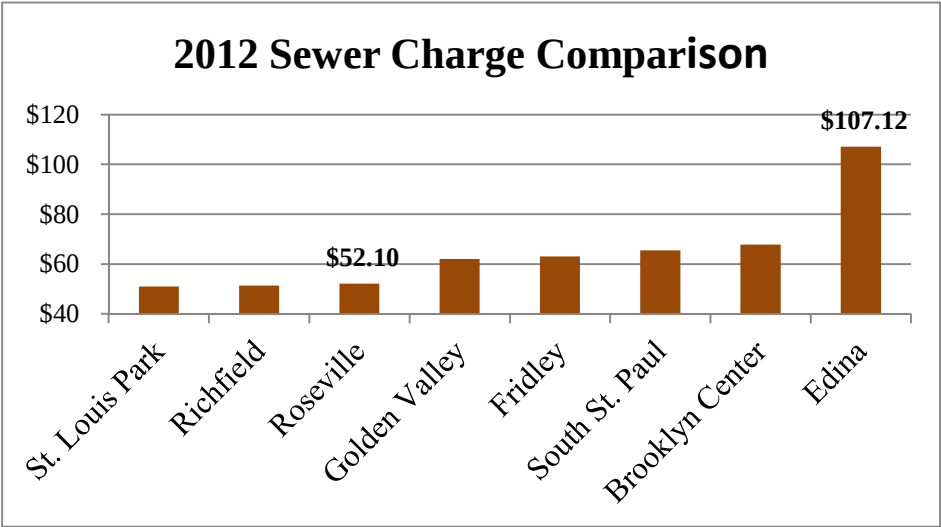
It should be noted that broad comparisons give only a cursory look at how one community compares to another. One must also incorporate each City’s individual philosophy in funding programs and services. For example, Roseville does NOT utilize assessments to pay for water or sewer infrastructure replacements like many other cities do. Instead we fund infrastructure replacements 100% through the rates. As a result, Roseville’s water and sewer rates are inherently higher when compared to a City that uses assessments to pay for improvements. Other influences on the rates include whether or not a community softens its water before sending it on to customers, and the extent in which communities charge higher rates to non-residential customers.

The following chart depicts the peer group comparison for combined water base rate and usage rate for a single-family home that uses 18,000 gallons per quarter.



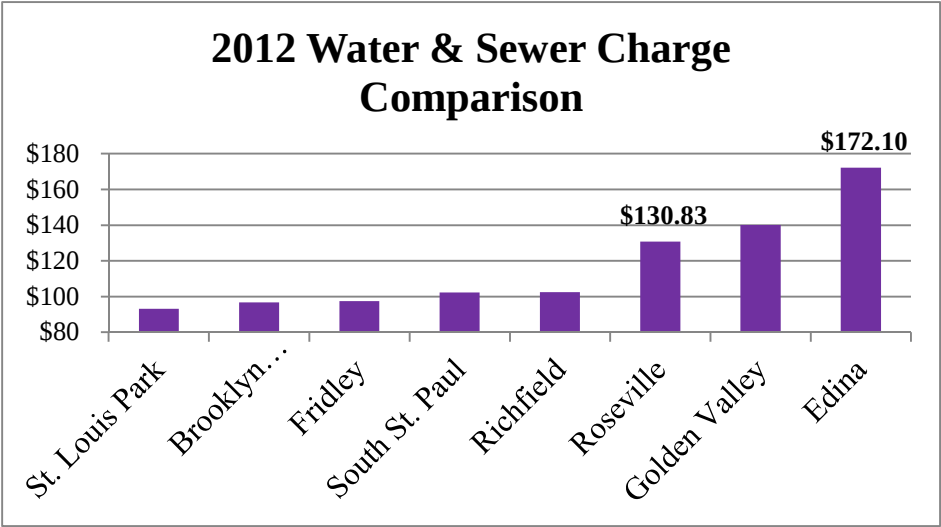
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As is shown in the chart, Roseville’s total water charge is one of the highest in the comparison group. Again, there are numerous circumstances and policy preferences that can lead to varying rates among cities. The following chart depicts the peer group comparison for combined sewer base rate and usage rate for a single-family home that uses 15,000 gallons per quarter.



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In this instance, Roseville sewer charges were lower than most. To get a broader perspective, the following chart depicts the combined water and sewer impact for a typical single-family home for the comparison group.

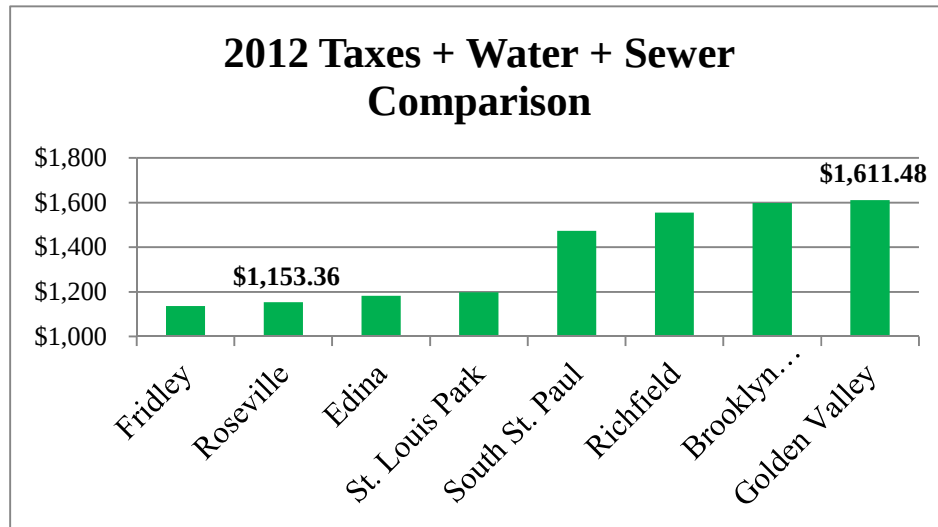


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When combined, Roseville is approximately 9% above the average for the peer group. However, it should be noted that most of the cities shown in the chart that have lower utility rates, happen to have much higher property tax rates. This is an important distinction because again, each City employs a different philosophy in how it funds the direct and indirect costs of providing services.

Roseville's philosophy is to ensure that all indirect costs are reflected in the water and sewer rates. This results in higher water and sewer rates. This also means that we don't have as much indirect costs being supported by the property tax.

This can be somewhat reflected in the chart below which combines property taxes and water and sewer charges for a typical single-family home.



As is shown in this chart, when looking at more comprehensive comparison that factors in a more broad-based spectrum of needs and funding philosophies, Roseville has one of the lowest financial impacts of the comparison group - a full 15% below the peer average. Once again, we must also look at other factors and local preferences to determine whether there are other influences affecting property taxes and rates.

POLICY OBJECTIVE

An annual review of the City's utility rate structure is consistent with governmental best practices to ensure that each utility operation is financially sound. In addition, a conservation-based rate structure is consistent with the goals and strategies identified in the Imagine Roseville 2025 initiative.

FINANCIAL IMPACTS

See above.

STAFF RECOMMENDATION

Based on the increasing costs noted above, Staff is recommending rate adjustments as shown in the attached resolution.

REQUESTED COUNCIL ACTION

For discussion purposes only. The Council will be asked to adopt the attached resolution establishing the 2013 Utility Rates at a subsequent Council meeting.

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution establishing the 2013 Utility Rates

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 3rd day of December, 2012 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

RESOLUTION ESTABLISHING THE 2013 UTILITY RATES

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, the water, sanitary sewer, storm drainage, and recycling rates be established for 2013 in accordance with Schedule A attached to this Resolution.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 3rd day of December, 2012 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 3rd day of December, 2012.

William J. Malinen
City Manager

Seal

Schedule A

Water Base Rate

Category	2012 Base Rate	2013 Base Rate
SF Residential	\$ 40.03	\$ 49.50
SF Residential – Sr. Rate	26.00	32.15
Non-SF residential		
5/8" Meter	39.99	49.45
1.0" Meter	50.45	62.40
1.5" Meter	79.25	98.00
2.0" Meter	151.30	187.10
3.0" Meter	302.60	374.20
4.0" Meter	605.23	748.45
6.0" Meter	\$ 1,210.45	\$ 1,496.90

Water Usage Rate ** Must Selected Rate Structure with/without revenue neutral rates **

Category	Tier *	2012 Usage Rate	2013 Usage Rate	Revenue Neutral 2013 Usage Rate
Single Family Residential; winter rate (Tier 1)	0 - 16,000 gals./qtr.	n/a	\$ 2.20	\$ 2.10
Single Family Residential; winter rate (Tier 2)	16,000-24,000 gals./qtr.	n/a	2.45	2.45
Single Family Residential; winter rate (Tier 3)	24,000+ gals./qtr.	n/a	2.70	2.70
Single Family Residential; summer rate (Tier 2) **	16,000-24,000 gals./qtr.	n/a	2.70	2.70
Single Family Residential; summer rate (Tier 3) **	24,000+ gals./qtr.	n/a	3.00	3.00
Non-SF Residential – winter rate		2.80	2.90	2.90
Non-SF Residential – summer rate **		\$ 3.10	\$ 3.20	\$ 3.20

* Each successive Tier is approximately 10% higher than the previous rate

** Summer rates are approximately 10% higher than the corresponding winter rate

For comparison purposes, the 2012 Water Usage Rates were as follows:

Category	2012 Usage Rate
SF Residential; Up to 30,000 gals./qtr	\$ 2.15
SF Residential; Over 30,000 gals./qtr – winter rate *	2.40
SF Residential; Over 30,000 gals./qtr – summer rate **	2.65
Non-SF Residential – winter rate	2.80
Non-SF Residential – summer rate **	\$ 3.10

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Sanitary Sewer Base Rate

Category	2012 Base Rate	2013 Base Rate
Residential	\$ 30.35	\$ 37.35
Residential – Sr. Rate	18.95	23.30
Apartments & Condos	20.95	25.75
Non-residential		
5/8" Meter	22.20	27.30
1.0" Meter	44.40	54.65
1.5" Meter	66.30	81.60
2.0" Meter	110.60	136.10
3.0" Meter	221.40	272.50
4.0" Meter	443.000	545.20
6.0" Meter	\$ 885.90	\$ 1,090.30

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Sanitary Sewer Usage Rate

Category	2012 Usage Rate	2012 Usage Rate
Residential	\$ 1.40	\$ 1.45
Non-residential	\$ 3.25	\$ 3.35

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Stormwater Rates

Category	2012 Flat Rate	2013 Flat Rate
Single Family & Duplex	\$ 11.15	\$ 11.15
Multi-family & Churches (per acre)	86.20	86.20
Cemeteries & Golf Course (per acre)	8.65	8.65
Parks (per acre)	25.90	25.90
Schools & Comm. Centers (per acre)	43.15	43.15
Commercial & Industrial (per acre)	\$ 172.45	\$ 172.45

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Recycling Rates

Category	2012 Flat Rate	2013 Flat Rate
Single Family	\$ 6.10	\$ 6.20
Multi Family (per unit)	\$ 6.10	\$ 6.20

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Meter Security Deposit

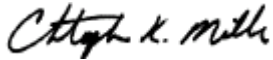
Category	2012 Flat Rate	2013 Flat Rate
5/8" Meter	\$ 75.00	\$ 75.00
1.0" Meter	120.00	120.00
1.5" Meter	300.00	300.00
2.0" Meter	\$ 400.00	\$ 400.00

353

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 12.e

Department Approval



City Manager Approval



Item Description: Consider Accepting the 2012-2031 Capital Improvement Plan (CIP)

BACKGROUND

At the November 19th, 2012 City Council meeting the Council formally accepted, by resolution, the Capital Improvement Plan (CIP) Subcommittee's reports and recommendations regarding the City's long-term capital replacement plans and funding mechanisms.

These recommendations were in conjunction with the asset replacement schedules contained in the 2012-2031 CIP. While the CIP is largely considered a planning and forecasting tool, it is generally accepted that the schedules depicted in the initial year of the CIP are essentially a funding request for the upcoming budget year.

Historically, this approach has been communicated during the budget process and each item contained in next year's schedule is subsequently brought forward on an individual basis for secondary approval through the 'Over \$5,000' Council Agenda report.

Given the added emphasis placed on the structural changes made to the City's capital asset funding mechanisms as well as the work efforts by the CIP Subcommittee, it is suggested that the City formally accept the 2012-2031 CIP and the replacement schedules contained therein.

A copy of the 2012-2031 CIP is included in *Attachment B*. The items listed in the 2013 column can generally be considered a funding request for the 2013 Budget, with the exception of the \$400,000 geothermal system expansion for the Public Works building, and the \$300,000 appropriation for pathway construction. Neither of these projects have a current funding source. A summary of the 2013 items is shown in *Attachment C*.

POLICY OBJECTIVE

Establishing long-term financial plans is consistent with industry best practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

See attachedment.

STAFF RECOMMENDATION

Staff recommends the Council accept, by resolution, the 2012-2031 CIP.

32 **REQUESTED COUNCIL ACTION**
33 Motion to approve the attached resolution formally accepting the 2012-2031 CIP.
34
Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution Accepting the 2012-2031 CIP.
B: 2012-2031 CIP.
C: List of 2013 CIP Items.

35

**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 3rd day of December, 2012 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

RESOLUTION ACCEPTING THE 2012-2031 CAPITAL IMPROVEMENT PLAN

WHEREAS, the City Council is committed to the long-term financial sustainability of the City's capital assets; and

WHEREAS, the City Council recognizes the critical role that capital assets and infrastructure serve in providing programs and services; and

WHEREAS, the City has developed a 20-Year Capital Improvement Plan (CIP) for the fiscal years 2012-2031, which shall be incorporated into the City's annual budget process; and

WHEREAS, the City Council desires to formally accept the CIP to acknowledge the long-term investment required to maintain City assets.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, that The City Council hereby accepts the 2012-2031 CIP.

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

76
77 and the following voted against the same:

78
79 WHEREUPON, said resolution was declared duly passed and adopted.

80
81 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey,
82 State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing
83 extract of minutes of a regular meeting of said City Council held on the 3rd day of December 2012,
84 with the original thereof on file in my office.

85
86 WITNESS MY HAND officially as such Manager this 3rd day of December 2012.

87
88
89 _____
90 William J. Malinen
91 City Manager

92
93 Seal

City of Roseville
Capital Improvement Plan
2012-2031

Citywide Summary by Function

Department	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Administration / Finance	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Communications	20,000	70,000	40,000	15,000	10,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	380,000
Information Systems	124,350	173,350	124,350	270,350	124,350	173,350	139,350	173,350	205,350	173,350	139,350	189,350	124,350	230,350	124,350	173,350	124,350	188,350	815,350	173,350	3,964,000
License Center	-	-	650,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	650,000
General Facilities	100,200	514,500	155,000	225,800	10,000	109,200	116,000	90,000	382,000	10,000	44,200	850,000	30,000	100,000	-	39,200	100,000	278,500	160,500	465,500	3,780,600
Police	343,290	318,090	305,550	426,990	286,090	324,590	353,550	290,590	423,990	303,590	322,550	382,090	289,590	415,490	302,050	292,090	295,590	322,590	499,950	339,590	6,837,900
Fire	101,700	196,300	239,800	549,900	412,000	88,500	458,300	149,200	665,800	1,185,000	82,000	72,400	82,800	909,800	237,700	394,000	117,000	91,000	822,200	166,800	7,022,200
Community Development	25,500	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	195,500
Public Works Administration	30,000	45,000	25,000	-	-	25,000	-	-	-	-	40,000	-	-	25,000	-	40,000	40,000	30,000	-	-	300,000
Street Lighting	20,000	25,000	60,000	-	25,000	-	25,000	-	50,000	-	-	50,000	-	-	50,000	-	-	50,000	-	-	355,000
Streets & Garage	228,500	402,000	267,000	474,300	220,000	251,000	82,300	377,300	254,500	365,500	5,000	181,400	85,800	179,530	44,350	747,900	491,520	34,000	496,880	677,500	5,866,280
Pavement Management Program	2,900,000	1,900,000	2,000,000	2,000,000	2,000,000	2,100,000	2,200,000	2,200,000	2,300,000	2,300,000	2,300,000	2,400,000	2,400,000	2,400,000	2,600,000	2,600,000	2,600,000	2,600,000	2,700,000	2,700,000	47,200,000
Pathways and Trails	470,000	475,000	480,000	485,000	490,000	495,000	500,000	505,000	510,000	515,000	520,000	525,000	575,000	575,000	580,000	580,000	580,000	585,000	585,000	640,000	10,670,000
Water	755,000	1,108,000	1,348,000	1,256,000	1,805,000	1,150,000	1,085,000	1,122,500	1,214,000	1,120,000	1,160,000	1,113,000	1,115,000	1,095,000	1,115,000	1,136,000	1,171,000	1,143,000	1,165,000	1,122,000	23,298,500
Sanitary Sewer	860,500	905,000	1,276,000	1,525,000	1,038,000	1,067,000	1,075,000	1,051,300	1,184,000	1,015,000	1,150,000	1,150,000	1,150,000	1,085,000	1,115,000	1,455,000	1,095,000	1,092,000	1,040,000	1,010,000	22,338,800
Storm Drainage	685,000	1,159,000	923,000	675,000	1,025,960	705,000	941,000	885,800	956,000	800,000	900,000	1,137,450	908,800	1,126,130	1,131,900	962,000	975,000	1,248,800	1,100,000	1,213,600	19,459,440
Park Maintenance	65,000	280,000	290,000	8,000	120,000	120,000	235,000	65,000	190,000	-	60,000	255,000	295,000	-	75,000	203,000	235,000	65,000	190,000	45,000	2,796,000
Park Improvements	2,510,500	5,169,370	3,225,500	2,180,710	14,134,900	17,314,900	531,650	720,000	1,800,000	520,000	605,000	436,700	1,275,400	113,500	158,000	227,000	62,500	225,000	127,000	410,000	51,747,630
Skating Center	206,000	272,000	261,000	147,500	156,500	73,500	20,500	328,500	2,480,000	416,000	211,000	460,000	506,000	120,000	24,500	58,500	292,500	131,000	1,325,000	1,058,500	8,548,500
Golf Course	97,000	82,000	79,500	1,368,000	71,000	32,000	10,000	18,000	40,000	33,000	112,000	62,000	76,500	33,000	64,000	77,000	-	13,800	32,500	-	2,301,300
Total	\$ 9,542,540	\$ 13,154,610	\$ 11,749,700	\$ 11,607,550	\$ 21,945,800	\$ 24,061,040	\$ 7,804,650	\$ 8,008,540	\$ 12,670,640	\$ 8,771,440	\$ 7,731,100	\$ 9,296,390	\$ 8,946,240	\$ 8,514,800	\$ 7,653,850	\$ 9,000,040	\$ 8,194,460	\$ 8,113,040	\$ 11,091,380	\$ 10,053,840	\$ 217,911,650

CIP - Citywide Summary by Type

Capital Asset Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	364,200	705,500	1,412,000	423,300	581,000	181,200	157,000	407,000	2,833,000	445,000	413,200	1,483,000	682,000	261,000	135,500	188,200	235,000	509,500	1,449,500	1,526,500	14,392,600
Vehicles	512,465	1,199,465	1,005,425	1,422,165	525,465	618,465	814,225	789,265	1,343,465	1,615,465	306,425	607,365	411,465	1,251,895	557,425	1,352,465	926,535	614,065	1,508,005	1,115,365	18,496,880
Equipment	892,375	1,593,275	1,086,275	1,066,875	1,531,435	620,475	817,775	583,275	942,175	567,975	671,475	651,375	673,875	945,905	562,925	1,048,375	831,425	518,475	1,696,375	659,975	17,962,090
Furniture & Fixtures	16,000	32,000	18,000	1,379,500	33,000	26,000	9,000	4,000	27,000	8,000	15,000	29,000	16,000	42,500	54,000	19,000	9,000	11,000	8,000	2,000	1,758,000
Improvements	7,757,500	9,624,370	8,228,000	7,315,710	19,274,900	22,614,900	6,006,650	6,225,000	7,525,000	6,135,000	6,325,000	6,525,650	7,162,900	6,013,500	6,344,000	6,392,000	6,192,500	6,460,000	6,429,500	6,750,000	165,302,080
Total	\$ 9,542,540	\$ 13,154,610	\$ 11,749,700	\$ 11,607,550	\$ 21,945,800	\$ 24,061,040	\$ 7,804,650	\$ 8,008,540	\$ 12,670,640	\$ 8,771,440	\$ 7,731,100	\$ 9,296,390	\$ 8,946,240	\$ 8,514,800	\$ 7,653,850	\$ 9,000,040	\$ 8,194,460	\$ 8,113,040	\$ 11,091,380	\$ 10,053,840	\$ 217,911,650

CIP - Citywide Summary by Funding Source

Funding Source	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$ 3,729,870	\$ 7,411,940	\$ 4,963,530	\$ 4,152,880	\$ 15,509,170	\$ 18,456,370	\$ 1,976,980	\$ 2,180,270	\$ 6,410,970	\$ 2,969,770	\$ 1,609,430	\$ 2,867,270	\$ 2,744,270	\$ 2,118,000	\$ 1,076,280	\$ 2,186,370	\$ 1,818,790	\$ 1,416,770	\$ 3,811,210	\$ 3,357,570	\$ 90,767,710
User fees - utility operations	2,397,500	3,254,000	3,626,500	4,824,000	3,939,960	2,954,000	3,111,000	3,077,600	3,394,000	2,968,000	3,322,000	3,462,450	3,250,300	3,339,130	3,425,900	3,630,000	3,241,000	3,497,600	3,337,500	3,345,600	67,398,040
User fees - special purpose operations	169,850	243,350	814,350	285,350	151,350	205,350	171,350	205,350	220,350	188,350	154,350	221,350	156,350	262,350	156,350	188,350	139,350	203,350	847,350	205,350	5,189,500
MSA Revenues	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	22,000,000
Other / TBD	2,245,320	1,245,320	1,345,320	1,345,320	1,345,320	1,445,320	1,445,320	1,445,320	1,545,320	1,545,320	1,545,320	1,645,320	1,695,320	1,695,320	1,795,320	1,795,320	1,795,320	1,795,320	1,895,320	1,945,320	32,556,400
Total	\$ 9,542,540	\$ 13,154,610	\$ 11,749,700	\$ 11,607,550	\$ 21,945,800	\$ 24,061,040	\$ 7,804,650	\$ 8,008,540	\$ 12,670,640	\$ 8,771,440	\$ 7,731,100	\$ 9,296,390	\$ 8,946,240	\$ 8,514,800	\$ 7,653,850	\$ 9,000,040	\$ 8,194,460	\$ 8,113,040	\$ 11,091,380	\$ 10,053,840	\$ 217,911,650

City of Roseville
Administration & Finance Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Office equipment	E	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office furniture	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Financial Software package	E	-	-	-	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	65,000
Voting Equipment	E	-	60,000	-	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	-	-	135,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
																						\$ 3,250

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	60,000	-	-	-	-	-	-	-	-	65,000	-	-	75,000	-	-	-	-	-	-	200,000
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA Revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

City of Roseville
Communications Capital Improvement Plan
2012-2031

[illegible]

Description	Summary by Type																						Total
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031			
Land	L	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-		
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Equipment	E	20,000	70,000	40,000	15,000	10,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	380,000		
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total		\$	20,000	\$	70,000	\$	40,000	\$	15,000	\$	10,000	\$	15,000	\$	15,000	\$	15,000	\$	15,000	\$	15,000	\$	380,000

[illegible]

City of Roseville
Information Technology Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Office Furniture	F	\$ -	\$ -	\$ -	25,000	\$ -	\$ -	\$ -	\$ -	25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Desktop Computers (148)	E	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	16,050	321,000
Desktop Monitors (148)	E	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	3,700	74,000
Notebook Computers (52)	E	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	10,400	208,000
Workgroup Printers (57)	E	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	2,140	42,800
Network Printers/Copiers/Scanners (13)	E	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	16,470	329,400
Network Switches/Routers (56)	E	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	25,565	511,300
Servers - Individual (20)	E	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	400,000
Servers - Host (6)	E	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	320,000
SAN - Storage Area Network (4)	E	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	-	49,000	490,000
Power/UPS - Closets (11)	E	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	1,265	25,300
Power/UPS - Server Room (1)	E	-	-	-	57,000	-	-	-	-	-	-	-	-	-	57,000	-	-	-	-	-	-	114,000
Air Conditioner - Server Room (1)	E	-	-	-	-	-	-	-	-	37,500	-	-	-	-	-	-	-	-	-	-	-	37,500
Fire Protection - Server Room (1)	E	-	-	-	-	-	-	-	-	18,500	-	-	-	-	-	-	-	-	-	-	-	18,500
Video Surveillance Cameras (40)	E	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	42,900
Telephone Handsets (283)	E	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	10,615	212,300
Fiber Network	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	675,000	-	675,000
Network Racks	E	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000
Wireless Access Points (20)	E	-	-	-	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	15,000	-	-	45,000
Wireless LAN Controller (2)	E	-	-	-	-	-	-	-	-	-	-	-	16,000	-	-	-	-	-	-	16,000	-	32,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	124,350	\$ 173,350	\$ 124,350	\$ 270,350	\$ 124,350	\$ 173,350	\$ 139,350	\$ 173,350	\$ 205,350	\$ 173,350	\$ 139,350	\$ 189,350	\$ 124,350	\$ 230,350	\$ 124,350	\$ 173,350	\$ 124,350	\$ 188,350	\$ 815,350	\$ 173,350	\$ 3,964,000
																						\$ 198,200

Summary by Type

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
E	124,350	173,350	124,350	245,350	124,350	173,350	139,350	173,350	180,350	173,350	139,350	189,350	124,350	230,350	124,350	173,350	124,350	188,350	815,350	173,350	3,914,000
F	-	-	-	25,000	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	50,000
I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 124,350	\$ 173,350	\$ 124,350	\$ 270,350	\$ 124,350	\$ 173,350	\$ 139,350	\$ 173,350	\$ 205,350	\$ 173,350	\$ 139,350	\$ 189,350	\$ 124,350	\$ 230,350	\$ 124,350	\$ 173,350	\$ 124,350	\$ 188,350	\$ 815,350	\$ 173,350	\$ 3,964,000

Summary by Funding Source

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	124,350	173,350	124,350	270,350	124,350	173,350	139,350	173,350	205,350	173,350	139,350	189,350	124,350	230,350	124,350	173,350	124,350	188,350	815,350	173,350	3,964,000
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 124,350	\$ 173,350	\$ 124,350	\$ 270,350	\$ 124,350	\$ 173,350	\$ 139,350	\$ 173,350	\$ 205,350	\$ 173,350	\$ 139,350	\$ 189,350	\$ 124,350	\$ 230,350	\$ 124,350	\$ 173,350	\$ 124,350	\$ 188,350	\$ 815,350	\$ 173,350	\$ 3,964,000

City of Roseville
License Center Capital Improvement Plan
2012-2031

[illegible]

Summary by Type

[illegible]

Summary by Funding Source

[illegible]

City of Roseville
General Facilities Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Replace Rooftop Heat/AC	B	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000	\$ 585,000
Replace garage Co Ra Vac Heaters	B		20,000	-	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	80,000	160,000
Heating boilers PVI	B	-	-	-	-	-	-	-	-	70,000	-	-	-	-	-	-	-	-	-	-	70,500	140,500
Liebert condensing unit	B	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000
Libert AHV	B	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000
MUA	B	-	-	30,000	-	-	-	-	90,000	-	-	35,000	-	-	-	-	-	-	35,000	-	-	190,000
Circulating pumps	B	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	15,500	-	30,500
Water heater boilers	B	-	-	-	-	-	-	-	-	22,000	-	-	-	-	-	-	-	-	-	-	-	22,000
Replace Kewanee boiler city hall	B	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
Police & PW garage Co2/No2 detectors	B	9,200	-	-	-	-	9,200	-	-	-	-	9,200	-	-	-	-	9,200	-	-	-	-	36,800
Exhaust fans (10)	B	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	25,000	50,000
Unit heaters (4)	B	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-	-	-	6,500	-	-	12,500
VAV's heat/cool	B	-	-	-	15,000	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	50,000
VAV's cool	B	-	-	-	10,000	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	45,000
Replace Carpeting city hall	B	-	20,000	-	25,000	-	-	100,000	-	-	-	-	-	-	-	-	-	100,000	-	100,000	-	345,000
Replace VCT tile	B	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	12,000	-	-	27,000
Plumbing replacements	B	-	-	-	-	-	-	10,000	-	-	10,000	-	-	-	10,000	-	-	-	-	10,000	-	40,000
workstation replacement city hall	B	-	-	-	-	-	-	-	-	-	-	-	575,000	-	-	-	-	-	-	-	-	575,000
Overhead door replacement	B	-	-	15,000	-	-	20,000	-	-	20,000	-	-	-	15,000	-	-	-	-	-	15,000	-	85,000
Rehab portion of PW building roof	B	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Rehab of north roof PW building	B	55,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55,000
Rehab Roof of Original City Hall	B	-	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000
Replace new Roof City Hall	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	225,000	-	-	225,000
Emergency generator	B	-	-	40,000	-	-	-	-	-	-	-	-	-	-	90,000	-	-	-	-	-	-	130,000
Tables and chairs	B	-	-	25,000	-	-	60,000	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	115,000
Replace carpet in PD area	B	8,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000
Fuel pumps/leak detection monitoring	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	20,000
Replace In-floor dock lift	B	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Floor Scrubber	E	3,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000
Geothermal Expansion to PW Building	B	-	400,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	400,000
Brimhall gymnasium	B	-	4,500	-	80,800	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	90,300
Central Park gymnasium	B	5,000	-	5,000	5,000	5,000	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
Gymnastics Center	B	-	10,000	-	10,000	-	-	-	-	70,000	-	-	-	-	-	-	-	-	-	-	-	90,000
Total		\$ 100,200	\$ 514,500	\$ 155,000	\$ 225,800	\$ 10,000	\$ 109,200	\$ 116,000	\$ 90,000	\$ 382,000	\$ 10,000	\$ 44,200	\$ 850,000	\$ 30,000	\$ 100,000	\$ -	\$ 39,200	\$ 100,000	\$ 278,500	\$ 160,500	\$ 465,500	\$ 3,780,600

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	100,200	514,500	155,000	225,800	10,000	109,200	116,000	90,000	382,000	10,000	44,200	850,000	30,000	100,000	-	39,200	100,000	278,500	160,500	465,500	3,780,600
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 100,200	\$ 514,500	\$ 155,000	\$ 225,800	\$ 10,000	\$ 109,200	\$ 116,000	\$ 90,000	\$ 382,000	\$ 10,000	\$ 44,200	\$ 850,000	\$ 30,000	\$ 100,000	\$ -	\$ 39,200	\$ 100,000	\$ 278,500	\$ 160,500	\$ 465,500	\$ 3,780,600

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes		\$ 100,200	\$ 514,500	\$ 155,000	\$ 225,800	\$ 10,000	\$ 109,200	\$ 116,000	\$ 90,000	\$ 382,000	\$ 10,000	\$ 44,200	\$ 850,000	\$ 30,000	\$ 100,000	\$ -	\$ 39,200	\$ 100,000	\$ 278,500	\$ 160,500	\$ 465,500	\$ 3,780,600
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 100,200	\$ 514,500	\$ 155,000	\$ 225,800	\$ 10,000	\$ 109,200	\$ 116,000	\$ 90,000	\$ 382,000	\$ 10,000	\$ 44,200	\$ 850,000	\$ 30,000	\$ 100,000	\$ -	\$ 39,200	\$ 100,000	\$ 278,500	\$ 160,500	\$ 465,500	\$ 3,780,600

City of Roseville
Police Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Computer Equipment	E	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 120,000
Office furniture	F	2,000	2,000	2,000	2,000	8,000	2,000	2,000	2,000	2,000	2,000	8,000	2,000	2,000	2,000	2,000	2,000	8,000	2,000	2,000	2,000	58,000
Patrol area cubicles	F	-	-	-	-	-	7,000	-	-	-	-	-	7,000	-	-	-	-	-	7,000	-	-	21,000
Window treatments	F	6,000	-	-	-	-	-	6,000	-	-	-	-	-	6,000	-	-	-	-	-	6,000	-	24,000
Dishwasher	F	2,000	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	-	8,000
Kitchen Stove	F	-	-	2,000	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	-	2,000	-	-	8,000
Microwave	F	-	1,000	-	-	-	-	1,000	-	-	-	-	1,000	-	-	-	-	1,000	-	-	-	4,000
Kitchen Refrigerator	F	-	-	-	2,500	5,000	-	-	-	-	-	-	-	-	2,500	5,000	-	-	-	-	-	15,000
Marked squad cars (5 / yr)	V	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	143,145	2,862,900
Unmarked vehicles (2 / yr)	V	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	906,400
CSO Vehicle	V	-	-	32,960	-	-	-	32,960	-	-	-	32,960	-	-	-	32,960	-	-	-	32,960	-	164,800
Community relations vehicle - new	V	-	22,000	-	-	-	-	22,000	-	-	-	-	22,000	-	-	-	-	22,000	-	-	-	88,000
Laptop replacements for fleet	E	-	-	-	122,400	-	-	-	-	122,400	-	-	-	-	122,400	-	-	-	-	122,400	-	489,600
Printer replacements for fleet	E	-	-	-	7,000	7,000	-	-	-	7,000	7,000	-	-	-	7,000	7,000	-	-	-	7,000	7,000	56,000
Squad conversion	E	15,000	15,000	15,000	-	-	-	-	-	15,000	15,000	15,000	15,000	-	-	-	-	-	15,000	15,000	15,000	150,000
Speed notification unit	E	-	-	10,000	10,000	-	-	10,000	10,000	-	-	10,000	10,000	-	-	10,000	10,000	-	-	10,000	10,000	100,000
Outdoor warning siren (1 / yr)	E	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	100,000
New K-9	E	10,000	10,000	-	-	-	-	-	10,000	10,000	10,000	-	-	-	-	-	10,000	10,000	10,000	-	-	80,000
Non-lethal weapons	E	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	30,000
Long guns replacement	E	-	-	-	-	11,000	11,000	-	-	-	-	11,000	11,000	-	-	-	-	11,000	11,000	-	-	66,000
Long gun parts (squads)	E	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	60,000
Sidearms (officers)	E	-	-	-	-	-	-	-	-	9,000	-	-	-	-	-	-	-	-	9,000	-	-	18,000
Sidearm parts (officers)	E	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	40,000
Tactical gear	E	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	100,000
SWAT Bullet Proof Vests	E	15,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	129,000
McGruff Costume	E	-	-	-	-	1,500	-	-	-	-	1,500	-	-	-	-	1,500	-	-	-	-	1,500	6,000
Bite Suit	E	-	-	-	1,500	-	-	-	-	-	1,500	-	-	-	-	-	1,500	-	-	-	-	4,500
8 Squad Surveillance Cameras	E	50,000	-	-	-	-	36,000	36,000	-	-	-	-	36,000	36,000	-	-	-	-	-	36,000	36,000	266,000
Digital Interview Room Equipment	E	-	-	-	15,000	-	-	-	-	15,000	-	-	-	-	15,000	-	-	-	-	15,000	-	60,000
Park Patrol vehicle	E	-	-	-	-	10,000	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000	-	30,000
Defibrillators	E	7,200	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	35,700
Shredder	E	-	1,500	-	-	-	-	-	-	-	-	-	1,500	-	-	-	-	-	-	-	1,500	4,500
Radar Units	E	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	80,000
Stop Sticks	E	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	20,000
Rear Transport Seats	E	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	52,500
Control Boxes	E	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	50,000
Visabars	E	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	-	8,000	80,000
Radio Equipment	E	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	300,000
Emergency Mgmt Exercise	E	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	150,000
-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 343,290	\$ 318,090	\$ 305,550	\$ 426,990	\$ 286,090	\$ 324,590	\$ 353,550	\$ 290,590	\$ 423,990	\$ 303,590	\$ 322,550	\$ 382,090	\$ 289,590	\$ 415,490	\$ 302,050	\$ 292,090	\$ 295,590	\$ 322,590	\$ 499,950	\$ 339,590	\$ 6,837,900

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	188,465	210,465	221,425	188,465	188,465	188,465	243,425	188,465	188,465	188,465	221,425	210,465	188,465	188,465	221,425	188,465	210,465	188,465	221,425	188,465	4,022,100
Equipment	E	144,825	104,625	80,125	234,025	84,625	125,125	101,125	98,125	233,525	113,125	91,125	161,625	91,125	222,525	73,625	99,625	76,125	123,125	270,525	149,125	2,677,800
Furniture & Fixtures	F	10,000	3,000	4,000	4,500	13,000	11,000	9,000	4,000	2,000	2,000	10,000	10,000	10,000	4,500	7,000	4,000	9,000	11,000	8,000	2,000	138,000
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 343,290	\$ 318,090	\$ 305,550	\$ 426,990	\$ 286,090	\$ 324,590	\$ 353,550	\$ 290,590	\$ 423,990	\$ 303,590	\$ 322,550	\$ 382,090	\$ 289,590	\$ 415,490	\$ 302,050	\$ 292,090	\$ 295,590	\$ 322,590	\$ 499,950	\$ 339,590	\$ 6,837,900

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	297,970	272,770	260,230	381,670	240,770	279,270	308,230	245,270	378,670	258,270	277,230	336,770	244,270	370,170	256,730	246,770	250,270	277,270	454,630	294,270	5,931,500
User fees - utility operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other (Auction Proceeds)		45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	45,320	906,400
Total		\$ 343,290	\$ 318,090	\$ 305,550	\$ 426,990	\$ 286,090	\$ 324,590	\$ 353,550	\$ 290,590	\$ 423,990	\$ 303,590	\$ 322,550	\$ 382,090	\$ 289,590	\$ 415,490	\$ 302,050	\$ 292,090	\$ 295,590	\$ 322,590	\$ 499,950	\$ 339,590	\$ 6,837,900

City of Roseville
Fire Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Fire Station access control	B	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Replacement of doors and openers	B	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
Station Alerting system	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HVAC Controls	B	-	-	1,000	-	-	-	-	-	-	1,000	-	-	-	-	-	1,000	-	-	-	-	3,000
Site Improvements & lot	B	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	30,000
Walls and windows	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interior and bay lighting	B	-	-	-	-	-	-	2,000	-	-	-	-	-	-	-	-	15,000	-	-	-	-	17,000
window treatments	B	-	-	-	-	-	-	-	-	-	3,000	-	-	-	8,000	-	-	-	-	-	-	11,000
Counter tops	B	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	14,000	-	19,000
Interior Doors	B	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	-	-	-	2,000	-	-	4,000
Interior plumbing	B	-	-	-	-	-	-	-	-	-	-	-	12,000	-	-	-	-	-	2,000	-	-	14,000
Exterior/parking area lighting	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	15,000
Apparatus bay surfacing	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14,000	-	-	-	14,000
Kitchen /bath fixtures/cabinets	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,500	-	-	-	-	-	4,500
Apparatus bay exhaust removal system	B	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	15,000
Replacement lockers	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	20,000
Replace floors/carpeting	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	35,000
Kitchen appliances	B	-	-	-	-	-	-	-	-	-	-	-	-	-	18,000	-	-	-	-	-	-	18,000
Office furniture/cubicles	F	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	30,000
General building furnitue/dorms	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	35,000
Rescue boat	V	-	-	18,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,000	-	40,000
Staffed engine replacement	V	-	-	-	525,000	-	-	-	-	550,000	-	-	-	-	575,000	-	-	-	-	600,000	-	2,250,000
First out medic unit	V	-	45,000	-	-	-	45,000	-	-	-	50,000	-	-	-	50,000	-	-	-	55,000	-	-	245,000
Backup medic unit	V	-	-	45,000	-	-	-	45,000	-	-	-	50,000	-	-	-	50,000	-	-	-	55,000	-	245,000
Utility-foam transport/trailer	V	-	25,000	-	-	-	-	-	-	-	-	-	-	-	38,000	-	-	-	-	-	42,000	105,000
Ladder truck	V	-	45,000	-	-	-	-	-	-	-	1,100,000	-	-	-	-	-	-	-	-	-	-	1,145,000
Command unit	V	-	-	45,000	-	-	-	45,000	-	-	-	-	50,000	-	-	-	-	50,000	-	-	-	190,000
Fire Marshall vehicle	V	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	30,000	-	-	-	-	-	55,000
Fire Inspector vehicle	V	25,000	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	30,000	-	-	-	-	80,000
Self contained breathing apparatus	E	-	-	-	-	350,000	-	-	-	-	-	-	-	-	-	-	300,000	-	-	-	-	650,000
Ventilation fans	E	-	-	6,000	-	-	-	7,000	-	-	-	-	-	-	7,000	-	-	-	-	-	7,000	27,000
Life pack 12	E	-	-	30,000	-	-	-	-	30,000	-	-	-	-	-	30,000	-	-	-	-	-	30,000	120,000
Equipment tools	E	-	-	8,000	-	-	-	-	10,000	-	-	-	-	-	-	-	10,000	-	-	-	-	28,000
Firefighter turnout gear	E	52,800	52,800	52,800	-	-	-	52,800	52,800	52,800	-	-	-	52,800	52,800	52,800	-	-	-	52,800	52,800	580,800
Head protection	E	-	-	9,000	-	-	-	-	9,000	-	-	-	-	9,000	-	-	-	-	9,000	-	-	36,000
Weather and traffic protection	E	-	-	-	21,000	-	-	-	-	21,000	-	-	-	-	21,000	-	-	-	-	21,000	-	84,000
Automatic external defibrillator	E	-	8,000	-	-	-	8,000	-	-	-	8,000	-	-	-	8,000	-	-	-	8,000	-	-	40,000
Medical bags and O2 bags	E	2,400	-	-	2,400	-	-	-	2,400	-	-	-	2,400	-	-	2,400	-	-	-	2,400	-	14,400
Training equipment	E	-	-	-	1,500	-	-	1,500	-	-	-	-	2,000	-	-	-	-	2,000	-	-	-	7,000
Camera to assist with rescue/firefighting	E	-	9,500	-	-	-	9,500	-	-	-	8,000	-	-	-	-	8,000	-	-	-	-	8,000	43,000
Equipment for firefighter conditioning	E	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	30,000	-	60,000
Portable and mobile radios	E	-	-	-	-	-	-	280,000	-	-	-	-	-	-	-	-	-	-	-	-	-	280,000
Lighting equipment	E	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	10,000
Class B foam for fuel fires	E	-	-	14,000	-	-	-	-	-	14,000	-	-	-	-	-	-	14,000	-	-	-	-	42,000
Response to water related emergencies	E	-	6,000	-	-	-	6,000	-	-	-	-	-	6,000	-	-	-	-	6,000	-	-	-	24,000
Report writing-record management	E	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	60,000
Computer replacements	E	-	-	-	-	12,000	-	-	-	12,000	-	-	-	-	12,000	-	-	-	-	-	12,000	48,000
Vehicle laptop computers-4	E	-	-	11,000	-	15,000	-	-	-	15,000	-	-	-	15,000	-	-	-	15,000	-	-	-	71,000
Air monitoring equipment	E	-	5,000	-	-	5,000	-	-	5,000	-	-	-	-	-	5,000	-	-	-	-	5,000	-	25,000
Technical rescue equipment	E	5,000	-	-	-	-	15,000	-	-	-	15,000	-	-	-	-	15,000	-	-	-	-	15,000	65,000
Off-site paging equipment	E	15,000	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	15,000	-	-	-	-	45,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 101,700	\$ 196,300	\$ 239,800	\$ 549,900	\$ 412,000	\$ 88,500	\$ 458,300	\$ 149,200	\$ 665,800	\$ 1,185,000	\$ 82,000	\$ 72,400	\$ 82,800	\$ 909,800	\$ 237,700	\$ 394,000	\$ 117,000	\$ 91,000	\$ 822,200	\$ 166,800	\$ 7,022,200

Summary by Type

City of Roseville
Fire Capital Improvement Plan
2012-2031

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	1,500	-	1,000	-	-	-	2,000	-	1,000	4,000	2,000	12,000	6,000	81,000	39,500	25,000	14,000	19,000	34,000	-	242,000
Vehicles	V	25,000	115,000	108,000	525,000	-	45,000	115,000	25,000	550,000	1,150,000	50,000	50,000	-	663,000	80,000	30,000	50,000	55,000	677,000	42,000	4,355,000
Equipment	E	75,200	81,300	130,800	24,900	412,000	43,500	341,300	124,200	114,800	31,000	30,000	10,400	76,800	135,800	83,200	339,000	53,000	17,000	111,200	124,800	2,360,200
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	35,000	-	-	-	-	-	65,000
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 101,700	\$ 196,300	\$ 239,800	\$ 549,900	\$ 412,000	\$ 88,500	\$ 458,300	\$ 149,200	\$ 665,800	\$ 1,185,000	\$ 82,000	\$ 72,400	\$ 82,800	\$ 909,800	\$ 237,700	\$ 394,000	\$ 117,000	\$ 91,000	\$ 822,200	\$ 166,800	\$ 7,022,200

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	101,700	\$	196,300	\$	239,800	\$	549,900	\$	412,000	\$	88,500	\$	458,300	\$	149,200	\$	665,800	\$	1,185,000	\$	82,000
User fees - utility operations		-		-		-		-		-		-		-		-		-		-		-
User fees - special purpose operations		-		-		-		-		-		-		-		-		-		-		-
MSA revenues		-		-		-		-		-		-		-		-		-		-		-
Other / TBD		-		-		-		-		-		-		-		-		-		-		-
Total	\$	101,700	\$	196,300	\$	239,800	\$	549,900	\$	412,000	\$	88,500	\$	458,300	\$	149,200	\$	665,800	\$	1,185,000	\$	82,000

City of Roseville
Community Development Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Office furniture	F	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Inspection vehicles	V	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	187,000
Field Inspection laptops	E	8,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,500
	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 25,500	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	195,500

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	187,000
Equipment	E	8,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,500
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 25,500	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	195,500

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		25,500	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	-	-	17,000	17,000	195,500
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 25,500	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	\$ -	\$ -	17,000	17,000	195,500

City of Roseville
Public Works Administration Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Survey equipment	E	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Plotter	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Large format scanner/copier	E	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	70,000
Office furniture	F	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Replace vehicle #303	V	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000	-	-	-	75,000
Replace vehicle #302	V	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	55,000
Replace vehicle for ROW specialist	V	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	25,000
Replace inspection vehicle	V	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
Total		\$ 30,000	\$ 45,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ 300,000

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	35,000	25,000	-	-	25,000	-	-	-	-	-	-	-	25,000	-	-	40,000	30,000	-	-	180,000
Equipment	E	30,000	-	-	-	-	-	-	-	-	-	40,000	-	-	-	-	40,000	-	-	-	-	110,000
Furniture & Fixtures	F	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 30,000	\$ 45,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ 300,000

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes		\$ 30,000	\$ 45,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ 300,000
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 30,000	\$ 45,000	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 40,000	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ 300,000

City of Roseville
Street Lighting Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Prior/Permitter Dr. replace	I	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pedestrian light @ Victoria	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Co Road B2 Bridge replace	I	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
Larpenter Ave. rehab poles	I	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,000
Misc. pole fixture replacement	I	-	25,000	-	-	25,000	-	25,000	-	50,000	-	-	50,000	-	-	50,000	-	-	50,000	-	-	275,000
Total		\$ 20,000	\$ 25,000	\$ 60,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 355,000

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	20,000	25,000	60,000	-	25,000	-	25,000	-	50,000	-	-	50,000	-	-	50,000	-	-	50,000	-	-	355,000
Total		\$ 20,000	\$ 25,000	\$ 60,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 355,000

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	20,000	25,000	60,000	-	25,000	-	25,000	-	50,000	-	-	50,000	-	-	50,000	-	-	50,000	-	-	355,000
User fees - utility operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	20,000	25,000	60,000	-	25,000	-	25,000	-	50,000	-	-	50,000	-	-	50,000	-	-	50,000	-	-	355,000

City of Roseville
Streets Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
#101 F-150 Pickup 2wd	V	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 42,000
#104 1-ton pickup	V	-	-	-	30,000	-	-	-	-	-	-	-	-	-	-	-	33,000	-	-	-	-	63,000
#105 3/4 ton pickup	V	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	27,500	-	-	-	52,500
#106 3-ton dump w/ plow	V	-	-	-	-	-	-	-	-	170,000	-	-	-	-	-	-	-	-	-	187,000	-	357,000
#107 Wheel Loader (621)	V	-	-	-	-	175,000	-	-	-	-	-	-	-	-	-	-	-	192,500	-	-	-	367,500
#108 Hydro Seeder	E	-	-	-	-	-	12,000	-	-	-	-	-	-	-	-	-	13,200	-	-	-	-	25,200
#109 3-ton dump w/ plow	V	-	-	-	-	-	-	-	170,000	-	-	-	-	-	-	-	-	-	-	-	187,000	357,000
#111 Skidsteer Replacement	V	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	-	-	-	-	-	45,000	90,000
#111 Bobcat Forks	E	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,100	-	-	-	-	2,100
#111 Bobcat sweeper broom	E	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-	-	-	6,600	12,600
#111 Bobcat plow	V	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	5,500	-	-	10,500
#111 - Bobcat, snow blower	V	-	-	-	-	-	6,000	-	-	-	-	-	-	-	-	-	-	-	6,600	-	-	12,600
#111 Bobcat, hydro hammer	V	-	-	-	-	-	-	7,800	-	-	-	-	-	-	-	-	-	-	-	8,580	-	16,380
#111 Bobcat, bucket	V	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
#111 Bobcat, millhead (18")	V	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	22,000	-	-	-	-	42,000
#112 3-ton dump w/ plow	V	-	-	-	-	-	-	-	-	-	170,000	-	-	-	-	-	-	-	-	187,000	-	357,000
#113 Tree chipper	E	-	-	45,000	-	-	-	-	-	-	49,500	-	-	-	-	-	-	54,450	-	-	-	148,950
#117 Cat Roller	V	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	-	66,000	126,000
#119 New Holland 2 1/2 slot mill	E	14,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,400	-	-	29,400
#122 Wheel loader w/ plow	V	-	-	-	-	-	-	-	180,000	-	-	-	-	-	-	-	-	-	-	-	198,000	378,000
#122 Wheel loader w/ bucket scale	E	10,000	-	-	-	-	-	-	-	-	-	-	-	11,000	-	-	-	-	-	-	-	21,000
#123 F80 Patch truck replace	V	130,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	143,000	-	-	-	-	273,000
#124 Oil distribution body/chassis	V	-	125,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	137,500	262,500
#125 Pre-wet ice control system	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
#125 5-ton Dump (tandem)	V	-	-	-	-	-	180,000	-	-	-	-	-	-	-	-	-	198,000	-	-	-	-	378,000
Truck Mounted Air Compressor	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,700	7,700
#133 - Walk behind saw	V	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	60,500	-	-	-	7,700	75,200
#134 Sign truck (chassis only)	V	-	-	-	55,000	-	-	-	-	-	-	-	-	-	-	-	60,500	-	-	-	-	115,500
#141 asphalt roller	V	-	16,000	-	-	-	-	-	-	-	-	-	-	-	-	17,600	-	-	-	-	-	33,600
#142 Replace plate compactor	E	2,500	-	-	-	-	-	-	-	-	-	-	-	-	-	2,750	-	-	-	-	-	5,250
#143 Portable line striper	V	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	10,000
#144 3-ton dump w/ plow	V	-	159,000	-	-	-	-	-	-	-	-	-	-	-	174,900	-	-	-	-	-	-	333,900
#146 3-ton dump w/ plow	V	-	-	-	-	-	-	-	-	-	-	-	174,900	-	-	-	-	-	-	-	-	174,900
#150 1-ton dump w/ plow 2wd	V	35,000	-	-	-	-	-	-	-	-	-	-	-	38,500	-	-	-	-	-	-	-	73,500
#152 Int'l boom truck	V	-	-	120,000	-	-	-	-	-	-	-	-	-	-	-	-	132,000	-	-	-	-	252,000
#153 Trailer Felling	E	-	-	6,000	-	-	-	-	-	-	-	-	-	-	-	-	6,600	-	-	-	-	12,600
#155 Sterling 3-ton w/ plow	V	-	-	-	163,700	-	-	-	-	-	-	-	-	-	-	-	-	180,070	-	-	-	343,770
#156 3/4 ton pickup 2wd w/ lift	V	25,000	-	-	-	-	-	-	-	-	-	-	-	27,500	-	-	-	-	-	-	-	52,500
#157 Ingersoll 5-ton roller	V	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	38,500	-	-	-	-	73,500
#158 ATL 4300 Trash Vacuum (1/2)	V	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	16,500	-	-	-	-	-	31,500
#159 Craico Router	V	-	-	-	-	-	-	5,000	-	-	-	-	5,500	-	-	-	-	-	-	-	-	10,500
#163 Electronic message board (1/4)	V	-	-	-	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	7,000
#165 5-ton trailer (1/2 cost)	V	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	5,500	-	-	10,500
#166 Cimline Melter	V	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	38,500	-	-	-	-	73,500
#169 Zero-turn mower (1/4)	E	-	3,000	-	-	-	-	-	3,300	-	-	-	-	-	3,630	-	-	-	-	-	-	9,930
#171 Tennant sweeper (1/4)	V	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	8,000
#237 Sheepsfoot compactor (1/4)	E	-	-	8,000	-	-	-	-	-	-	-	-	-	8,800	-	-	-	-	-	-	-	16,800
#601 Skidsteer replacement (1/4)-rental	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fiberglass toolbox - sign truck	E	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,000	-	42,000
Self-propelled paver (4-way split)	E	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,500	-	-	-	52,500
Sign equipment/plotter cutter/signs	E	8,000	-	40,000	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	88,000
Office furniture	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
#154 Sealcoat chip spreader	V	-	-	-	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	150,000
Pedestrian light @ Nature Ctr	I	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	20,000
Pedestrian light @ Central Prk	I	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-	20,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 225,500	\$ 343,000	\$ 254,000	\$ 458,700	\$ 220,000	\$ 250,000	\$ 77,800	\$ 363,300	\$ 251,000	\$ 264,500	\$ -	\$ 180,400	\$ 85,800	\$ 178,530	\$ 36,850	\$ 746,900	\$ 482,020	\$ 33,000	\$ 404,580	\$ 677,500	\$ 5,533,380

City of Roseville
Streets Capital Improvement Plan
2012-2031

Summary by Type																						
Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	190,000	315,000	155,000	398,700	220,000	238,000	77,800	360,000	205,000	215,000	-	180,400	66,000	174,900	34,100	726,000	400,070	17,600	382,580	663,200	5,019,350
Equipment	E	35,500	28,000	99,000	60,000	-	12,000	-	3,300	6,000	49,500	-	-	19,800	3,630	2,750	20,900	81,950	15,400	22,000	14,300	474,030
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	40,000
Total		\$ 225,500	\$ 343,000	\$ 254,000	\$ 458,700	\$ 220,000	\$ 250,000	\$ 77,800	\$ 363,300	\$ 251,000	\$ 264,500	\$ -	\$ 180,400	\$ 85,800	\$ 178,530	\$ 36,850	\$ 746,900	\$ 482,020	\$ 33,000	\$ 404,580	\$ 677,500	\$ 5,533,380

Summary by Funding Source																						
Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes		\$ 225,500	\$ 343,000	\$ 254,000	\$ 458,700	\$ 220,000	\$ 250,000	\$ 77,800	\$ 363,300	\$ 251,000	\$ 264,500	\$ -	\$ 180,400	\$ 85,800	\$ 178,530	\$ 36,850	\$ 746,900	\$ 482,020	\$ 33,000	\$ 404,580	\$ 677,500	\$ 5,533,380
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 225,500	\$ 343,000	\$ 254,000	\$ 458,700	\$ 220,000	\$ 250,000	\$ 77,800	\$ 363,300	\$ 251,000	\$ 264,500	\$ -	\$ 180,400	\$ 85,800	\$ 178,530	\$ 36,850	\$ 746,900	\$ 482,020	\$ 33,000	\$ 404,580	\$ 677,500	\$ 5,533,380

City of Roseville
Maintenance Garage Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Office equipment	E	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office furniture	F	-	-	8,000	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	13,000
Fuel Mgmt system and pumps	E	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	70,000	-	120,000
Band saw	E	-	-	-	-	-	-	4,500	-	-	-	-	-	-	-	-	-	-	-	4,800	-	9,300
Tire changer	E	-	-	-	-	-	-	-	13,000	-	-	-	-	-	-	-	-	-	-	15,000	-	28,000
Lubrication filling heads, reels, hose (5)	E	-	6,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,500	-	-	-	12,500
Lubrication tank pumps (3)	E	3,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	-	-	-	6,000
Air compressor	E	-	-	-	-	-	-	-	-	3,500	-	-	-	-	-	-	-	-	-	-	-	3,500
Vehicle analyzer update	E	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	1,000	-	-	9,000
Jib crane (overhead motor & trolley)	E	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	7,500	-	-	-	-	-	14,500
Drive-on hoise rehab	E	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
Brake lathe	E	-	-	-	7,600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,600
Custom lifts	E	-	2,000	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	2,500	-	104,500
Total		\$ 3,000	\$ 59,000	\$ 13,000	\$ 15,600	\$ -	\$ 1,000	\$ 4,500	\$ 14,000	\$ 3,500	\$ 101,000	\$ 5,000	\$ 1,000	\$ -	\$ 1,000	\$ 7,500	\$ 1,000	\$ 9,500	\$ 1,000	\$ 92,300	\$ -	\$ 332,900

Summary by Type																						
Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	3,000	59,000	5,000	15,600	-	1,000	4,500	14,000	3,500	101,000	-	1,000	-	1,000	7,500	1,000	9,500	1,000	92,300	-	319,900
Furniture & Fixtures	F	-	-	8,000	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	13,000
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 3,000	\$ 59,000	\$ 13,000	\$ 15,600	\$ -	\$ 1,000	\$ 4,500	\$ 14,000	\$ 3,500	\$ 101,000	\$ 5,000	\$ 1,000	\$ -	\$ 1,000	\$ 7,500	\$ 1,000	\$ 9,500	\$ 1,000	\$ 92,300	\$ -	\$ 332,900

Summary by Funding Source																						
Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	3,000	59,000	13,000	15,600	-	1,000	4,500	14,000	3,500	101,000	5,000	1,000	-	1,000	7,500	1,000	9,500	1,000	92,300	-	332,900
User fees - utility operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	3,000	59,000	13,000	15,600	-	1,000	4,500	14,000	3,500	101,000	5,000	1,000	-	1,000	7,500	1,000	9,500	1,000	92,300	-	332,900

City of Roseville
Pavement Management Program Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Mill & overlay - local streets	I	\$ 900,000	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,500,000	\$ 1,500,000	\$ 24,200,000
Reconstruction - local streets	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Reconstruction/M & O - MSA streets	I	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	22,000,000
Co Road B2 (Snelling to Fairview)	I	1,000,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 2,900,000	\$ 1,900,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,100,000	\$ 2,200,000	\$ 2,200,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,700,000	\$ 2,700,000	\$ 47,200,000

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	2,900,000	1,900,000	2,000,000	2,000,000	2,000,000	2,100,000	2,200,000	2,200,000	2,300,000	2,300,000	2,300,000	2,400,000	2,400,000	2,400,000	2,600,000	2,600,000	2,600,000	2,600,000	2,700,000	2,700,000	47,200,000
Total		\$ 2,900,000	\$ 1,900,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,100,000	\$ 2,200,000	\$ 2,200,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,700,000	\$ 2,700,000	\$ 47,200,000

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA Revenues		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	22,000,000
Other (Cash Reserves)		1,900,000	900,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	1,300,000	1,300,000	1,300,000	1,400,000	1,400,000	1,400,000	1,400,000	1,500,000	1,500,000	25,200,000
Total		\$ 2,900,000	\$ 1,900,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,100,000	\$ 2,200,000	\$ 2,200,000	\$ 2,300,000	\$ 2,300,000	\$ 2,300,000	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ 2,700,000	\$ 2,700,000	\$ 47,200,000

City of Roseville
Pathways Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Pathway maintenance	I	\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 190,000	\$ 195,000	\$ 200,000	\$ 205,000	\$ 210,000	\$ 215,000	\$ 220,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 235,000	\$ 235,000	\$ 240,000	\$ 4,220,000
Pathway construction	I	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	400,000	6,450,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 470,000	\$ 475,000	\$ 480,000	\$ 485,000	\$ 490,000	\$ 495,000	\$ 500,000	\$ 505,000	\$ 510,000	\$ 515,000	\$ 520,000	\$ 525,000	\$ 575,000	\$ 575,000	\$ 580,000	\$ 580,000	\$ 580,000	\$ 585,000	\$ 585,000	\$ 640,000	\$ 10,670,000

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	470,000	475,000	480,000	485,000	490,000	495,000	500,000	505,000	510,000	515,000	520,000	525,000	575,000	575,000	580,000	580,000	580,000	585,000	585,000	640,000	10,670,000
Total		\$ 470,000	\$ 475,000	\$ 480,000	\$ 485,000	\$ 490,000	\$ 495,000	\$ 500,000	\$ 505,000	\$ 510,000	\$ 515,000	\$ 520,000	\$ 525,000	\$ 575,000	\$ 575,000	\$ 580,000	\$ 580,000	\$ 580,000	\$ 585,000	\$ 585,000	\$ 640,000	\$ 10,670,000

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes		\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 190,000	\$ 195,000	\$ 200,000	\$ 205,000	\$ 210,000	\$ 215,000	\$ 220,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 235,000	\$ 235,000	\$ 240,000	\$ 4,220,000
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA Revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	400,000	6,450,000
Total		\$ 470,000	\$ 475,000	\$ 480,000	\$ 485,000	\$ 490,000	\$ 495,000	\$ 500,000	\$ 505,000	\$ 510,000	\$ 515,000	\$ 520,000	\$ 525,000	\$ 575,000	\$ 575,000	\$ 580,000	\$ 580,000	\$ 580,000	\$ 585,000	\$ 585,000	\$ 640,000	\$ 10,670,000

City of Roseville
Water System Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Water main replacement	I	\$ 500,000	\$ 600,000	\$ 700,000	\$ 800,000	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 18,500,000
Elevated storage tank repainting	B	-	-	-	-	500,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000
Booster station building maintenance	B	-	28,000	-	77,000	-	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	180,000
Booster station/Electric/MCC replace	B	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250,000
Replace gsmet & tsfr switch @ booster	B	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
VFD's, HE Motor's, & Pump Seals, 1,3,&4	E	-	-	-	29,000	-	-	-	-	-	-	-	25,000	25,000	-	-	-	-	-	-	-	79,000
HE Motor, & Seals Pump 5	E	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000
Water meter replacement	E	100,000	150,000	150,000	150,000	150,000	80,000	80,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	1,965,000
Automated Meter Reading System	E	100,000	200,000	200,000	200,000	200,000	-	-	-	-	-	-	-	-	-	30,000	30,000	30,000	30,000	30,000	30,000	1,080,000
Replace/Upgrade SCADA system (1/3)	E	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000
Electronic message board (4-way)	E	-	-	-	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	7,000
Shop sweeper (4-way split)	E	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	8,000
GPS Unit (1/3 share)	E	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	4,000
Water Truck (1/2 cost)	V	-	-	-	-	55,000	-	-	-	-	-	-	-	-	-	-	-	-	56,000	-	-	111,000
#208 Meter van	V	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	28,000	-	-	53,000
#210 4x4 pickup	V	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	24,000	-	49,000
#225 Cat Back-hoe (1/2 wtr, 1/2 storm)	V	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
#230 Ford 1/2-ton	V	-	-	-	-	-	20,000	-	-	-	-	-	-	-	-	-	21,000	-	-	-	-	41,000
#234 4x4 Pickup	V	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	-	-	26,000	-	51,000
#360 Backhoe Sand Bucket (3-way split)	V	-	-	-	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	3,000
#211 360 Backhoe (3-way split)	V	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000
#169 Zero turn mower(1/4)	V	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000
#601 Skidsteer (1/4)	V	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	10,000
Self-propelled paver (4-way split)	V	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
Field Computer Replacement/add	E	5,000	-	-	-	-	-	5,000	-	-	-	-	-	5,000	-	-	-	-	-	-	7,000	22,000
Replace Air Compressor	E	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
#236 Trailer (2 way split)	V	-	-	-	-	-	-	-	2,500	-	-	-	-	-	-	-	-	-	-	-	-	2,500
#237 Wacker Compacter (4 way Split)	E	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000
#207 Pickup	V	30,000	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	65,000
Total		\$ 755,000	\$ 1,108,000	\$ 1,348,000	\$ 1,256,000	\$ 1,805,000	\$ 1,150,000	\$ 1,085,000	\$ 1,122,500	\$ 1,214,000	\$ 1,120,000	\$ 1,160,000	\$ 1,113,000	\$ 1,115,000	\$ 1,095,000	\$ 1,115,000	\$ 1,136,000	\$ 1,171,000	\$ 1,143,000	\$ 1,165,000	\$ 1,122,000	\$ 23,298,500

Summary by Type

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B	-	128,000	250,000	77,000	500,000	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	1,030,000
V	30,000	30,000	40,000	-	55,000	70,000	-	37,500	60,000	35,000	-	3,000	-	-	-	21,000	56,000	28,000	50,000	-	515,500
E	225,000	350,000	358,000	379,000	350,000	80,000	85,000	85,000	154,000	85,000	85,000	110,000	115,000	95,000	115,000	115,000	115,000	115,000	115,000	122,000	3,253,000
F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
I	500,000	600,000	700,000	800,000	900,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	18,500,000
Total	\$ 755,000	\$ 1,108,000	\$ 1,348,000	\$ 1,256,000	\$ 1,805,000	\$ 1,150,000	\$ 1,085,000	\$ 1,122,500	\$ 1,214,000	\$ 1,120,000	\$ 1,160,000	\$ 1,113,000	\$ 1,115,000	\$ 1,095,000	\$ 1,115,000	\$ 1,136,000	\$ 1,171,000	\$ 1,143,000	\$ 1,165,000	\$ 1,122,000	\$ 23,298,500

Summary by Funding Source

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total	
\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	-
	755,000	1,108,000	1,348,000	1,256,000	1,805,000	1,150,000	1,085,000	1,122,500	1,214,000	1,120,000	1,160,000	1,113,000	1,115,000	1,095,000	1,115,000	1,136,000	1,171,000	1,143,000	1,165,000	1,122,000	23,298,500	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total	\$ 755,000	\$ 1,108,000	\$ 1,348,000	\$ 1,256,000	\$ 1,805,000	\$ 1,150,000	\$ 1,085,000	\$ 1,122,500	\$ 1,214,000	\$ 1,120,000	\$ 1,160,000	\$ 1,113,000	\$ 1,115,000	\$ 1,095,000	\$ 1,115,000	\$ 1,136,000	\$ 1,171,000	\$ 1,143,000	\$ 1,165,000	\$ 1,122,000	\$ 23,298,500	

City of Roseville
Sanitary Sewer System Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Sewer main repairs	I	\$ 600,000	\$ 700,000	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 19,200,000
I & I reduction	I	150,000	150,000	200,000	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	700,000
Lift station repairs/upgrades	B	105,500	25,000	100,000	25,000	38,000	32,000	25,000	25,000	15,000	15,000	150,000	150,000	150,000	80,000	80,000	80,000	80,000	80,000	30,000	10,000	1,295,500
Replace/Upgrade SCADA system	E	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000
Computer replacement	E	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-	15,000
Electronic message board (4-way)	E	-	-	-	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	-	7,000
Shop sweeper (4-way split)	E	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	8,000
Replace 1990 air compressor(1/3)	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	15,000
Mainline televising system	E	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	40,000
GPS with computer (1/3 share)	E	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	4,000
Zero-turn mower (1/4 cost)	E	-	5,000	-	-	-	-	-	3,300	-	-	-	-	-	-	-	-	-	-	-	-	8,300
#201 Replace Jetter/Vactor	V	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	-	375,000	-	-	-	-	675,000
#202 1-ton with dump box/plow	V	-	-	-	-	-	-	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	40,000
#203 1-ton service truck	V	-	-	28,000	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	58,000
#213 Extend-a-jet replacement	V	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000
#220 Towmaster trailer - 10 ton	V	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	10,000	-	20,000
#360 Backhoe Sand Bucket (3-way split)	V	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	5,000
#225 Backhoe (4-way split)	V	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
#601 Skidsteer (4-way split)	V	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	12,000	-	-	22,000
Self-propelled paver (4-way split)	V	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
#211 360 Backhoe (3-way split)	V	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	-	60,000
#237 Wacker compactor (1/4)	V	-	-	8,000	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	-	16,000
Total		\$ 860,500	\$ 905,000	\$ 1,276,000	\$ 1,525,000	\$ 1,038,000	\$ 1,067,000	\$ 1,075,000	\$ 1,051,300	\$ 1,184,000	\$ 1,015,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000	\$ 1,085,000	\$ 1,115,000	\$ 1,455,000	\$ 1,095,000	\$ 1,092,000	\$ 1,040,000	\$ 1,010,000	\$ 22,338,800

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	105,500	25,000	100,000	25,000	38,000	32,000	25,000	25,000	15,000	15,000	150,000	150,000	150,000	80,000	80,000	80,000	80,000	80,000	30,000	10,000	1,295,500
Vehicles	V	-	25,000	76,000	300,000	-	35,000	-	18,000	110,000	-	-	-	-	5,000	30,000	375,000	-	12,000	10,000	-	996,000
Equipment	E	5,000	5,000	-	-	-	-	50,000	8,300	59,000	-	-	-	-	-	5,000	-	15,000	-	-	-	147,300
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	750,000	850,000	1,100,000	1,200,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	19,900,000
Total		\$ 860,500	\$ 905,000	\$ 1,276,000	\$ 1,525,000	\$ 1,038,000	\$ 1,067,000	\$ 1,075,000	\$ 1,051,300	\$ 1,184,000	\$ 1,015,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000	\$ 1,085,000	\$ 1,115,000	\$ 1,455,000	\$ 1,095,000	\$ 1,092,000	\$ 1,040,000	\$ 1,010,000	\$ 22,338,800

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
User fees - utility operations		860,500	905,000	1,276,000	1,525,000	1,038,000	1,067,000	1,075,000	1,051,300	1,184,000	1,015,000	1,150,000	1,150,000	1,150,000	1,085,000	1,115,000	1,455,000	1,095,000	1,092,000	1,040,000	1,010,000	22,338,800
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 860,500	\$ 905,000	\$ 1,276,000	\$ 1,525,000	\$ 1,038,000	\$ 1,067,000	\$ 1,075,000	\$ 1,051,300	\$ 1,184,000	\$ 1,015,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000	\$ 1,085,000	\$ 1,115,000	\$ 1,455,000	\$ 1,095,000	\$ 1,092,000	\$ 1,040,000	\$ 1,010,000	\$ 22,338,800

City of Roseville
Storm Drainage Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Pond improvements/infiltration	I	\$ 250,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	400,000	400,000	400,000	400,000	450,000	450,000	450,000	500,000	500,000	500,000	\$ 7,600,000
Storm sewer replacement/rehabilitationPMP	I	250,000	300,000	350,000	350,000	400,000	400,000	400,000	450,000	450,000	450,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	8,800,000
Regenerative air sweeper (vacuum)	I		-	-	-	-	-	-	-	-	-	-	213,950	-	-	-	-	-	-	-	-	213,950
Leaf site water quality improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
#132 Elgin sweeper 2002 3-wheel	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
#167 Elgin Sweeper 2006 3-wheel	V	-	-	-	-	-	-	191,000	-	-	-	-	-	-	-	-	-	-	218,000	-	-	409,000
Self-propelled paver 1/4 share	E	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
Cement mixer	E	-	-	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	4,000
#171 Tennant 6600 sweeper 1/4 share	V	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	9,000	17,000
#163 Electronic message board(1/4)	E	-	-	-	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	-	-	8,000	15,000
\$115 Bait mower	E	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	50,000
#139 Vacall	V	-	-	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200,000
#130 Steamer "Amazing Maching"	E	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	16,500	31,500
#110 LCT 600 Leaf Machine	E	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,300	-	-	50,300
#131 LCT 600 Leaf Machine	E	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,400	51,400
#148 lct 600 Leaf Machine	E	-	-	-	-	25,960	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,960
#236 FT SA trailer 1/2	E	-	-	-	-	-	-	-	2,500	-	-	-	-	-	-	-	-	-	-	-	3,000	5,500
#158 ATL 4300 Trash Vacuum (1/2)	V	-	20,000	-	-	-	-	-	-	-	-	-	16,500	-	-	-	-	-	-	-	-	36,500
#237 Wacker Compactor 1/4	E	-	-	8,000	-	-	-	-	-	-	-	-	-	8,800	-	-	-	-	-	-	-	16,800
#601 Bobcat Skidsteer (1/4) 500 rental yearly	V	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	10,000
#172 Zero Turn Dixie Chopper	V	-	-	-	-	-	-	-	-	12,000	-	-	-	-	-	-	-	-	-	-	13,200	25,200
#169 Toro Zero Turn Mower 1/4 share	V	-	5,000	-	-	-	-	-	3,300	-	-	-	-	-	3,630	-	-	-	-	-	-	11,930
#164 John Deere Turf Gater	V	-	-	-	10,000	-	-	-	-	-	-	-	-	-	-	-	12,000	-	-	-	-	22,000
#168 Wildcat Compost Turner	E	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
Update stormwater mgmt plan	I	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000
Field Computer Add/Replacements	E	5,000	-	-	-	-	-	-	5,000	-	-	-	-	-	-	7,000	-	-	-	-	-	17,000
GPS Unit (1/3 share)	E	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	4,000
Control Panel with Aux power at St Croix	E	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300,000
Portable Generator for St Croix (1/2 share)	E	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	80,000
#147 3-Ton Dumptruck	V	-	155,000	-	-	-	-	-	-	-	-	-	-	-	174,900	-	-	-	-	-	-	329,900
#103 Ford 450 w/ Plow	V	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	-	-	71,500	136,500
#145 3-Ton Dump w/ Plow	V	-	159,000	-	-	-	-	-	-	-	-	-	-	-	-	174,900	-	-	-	-	-	333,900
#225 Cat Back-hoe (1/2 wtr, 1/2 storm)	V	-	-	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000
#211 360 Backhoe (1/3)	V	-	-	-	-	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	-	66,000	126,000
#211 360 Backhoe (Grapple Bucket)	E	-	-	-	-	-	-	-	-	-	-	-	-	-	17,600	-	-	-	-	-	-	17,600
#211 360 Backhoe (Sand Bucket) (1/3)	E	-	-	-	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	3,000
#165 5 ton trailer 1/2	E	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	5,500	-	-	10,500
#129 Leroi Air Compressor (1/3)	E	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
Arona Storm Station Upgrades	E	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000	-	-	-	-	-	-	20,000
Millwood Storm Station Upgrades	E	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	115,000
Owasso Hills Storm Station Upgrades	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Walsh Storm station Upgrades	E	-	45,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,000
Replace/Upgrade SCADA 1/3	E	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 685,000	\$ 1,159,000	\$ 923,000	\$ 675,000	\$ 1,025,960	\$ 705,000	\$ 941,000	\$ 885,800	\$ 956,000	\$ 800,000	\$ 900,000	\$ 1,137,450	\$ 908,800	\$ 1,126,130	\$ 1,131,900	\$ 962,000	\$ 975,000	\$ 1,248,800	\$ 1,100,000	\$ 1,213,600	\$ 19,459,440

City of Roseville
Storm Drainage Capital Improvement Plan
2012-2031

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	339,000	240,000	10,000	-	-	191,000	78,300	80,000	-	-	16,500	-	178,530	174,900	12,000	-	218,000	-	159,700	1,697,930
Equipment	E	85,000	220,000	33,000	15,000	325,960	5,000	-	7,500	76,000	-	-	7,000	8,800	47,600	7,000	-	25,000	30,800	100,000	53,900	1,047,560
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	600,000	600,000	650,000	650,000	700,000	700,000	750,000	800,000	800,000	800,000	900,000	1,113,950	900,000	900,000	950,000	950,000	950,000	1,000,000	1,000,000	1,000,000	16,713,950
Total		\$ 685,000	\$ 1,159,000	\$ 923,000	\$ 675,000	\$ 1,025,960	\$ 705,000	\$ 941,000	\$ 885,800	\$ 956,000	\$ 800,000	\$ 900,000	\$ 1,137,450	\$ 908,800	\$ 1,126,130	\$ 1,131,900	\$ 962,000	\$ 975,000	\$ 1,248,800	\$ 1,100,000	\$ 1,213,600	\$ 19,459,440

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
User fees - utility operations		685,000	1,159,000	923,000	675,000	1,025,960	705,000	941,000	885,800	956,000	800,000	900,000	1,137,450	908,800	1,126,130	1,131,900	962,000	975,000	1,248,800	1,100,000	1,213,600	19,459,440
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	685,000	\$ 1,159,000	\$ 923,000	\$ 675,000	\$ 1,025,960	\$ 705,000	\$ 941,000	\$ 885,800	\$ 956,000	\$ 800,000	\$ 900,000	\$ 1,137,450	\$ 908,800	\$ 1,126,130	\$ 1,131,900	\$ 962,000	\$ 975,000	\$ 1,248,800	\$ 1,100,000	\$ 1,213,600	\$ 19,459,440

City of Roseville
Park Maintenance Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Holder snow machine	E	\$ -	\$ -	\$ -	\$ -	\$ -	120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	120,000	\$ -	\$ -	\$ -	\$ -	240,000
MainTrac software	E	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000
Park video security system	E	-	-	150,000	-	-	-	-	-	-	-	-	-	150,000	-	-	-	-	-	-	-	300,000
#546 Toro groundmaster	E	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	70,000
#536 Jacobsen 16' mower	E	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	-	150,000
#520 Single axle trailer	E	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	10,000
#543 Felling trailer	E	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	5,000	-	10,000
#548 Towmaster trailer	E	12,000	-	-	-	-	-	-	-	-	-	12,000	-	-	-	-	-	-	-	-	-	24,000
#551 Toro 4000 mower	E	-	50,000	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	100,000
#531 Toro groundmaster mower	E	-	50,000	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	100,000
#521 Toro groundmaster mower	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	-	75,000
#533 John Deere loader	E	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	65,000	-	-	-	130,000
#538 portable generator	E	5,000	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	10,000
#547 Massey Ferg Tractor	E	-	25,000	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	50,000
#565 Smithco sweeper	E	-	-	-	8,000	-	-	-	-	-	-	-	-	-	-	-	8,000	-	-	-	-	16,000
Pickup sander	E	8,000	-	-	-	-	-	-	-	-	-	8,000	-	-	-	-	-	-	-	-	-	16,000
#560 Ford Passenger van	V	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	70,000
#535 Ford Passenger van	V	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	70,000
#585 Bellows sidewalk machine	V	-	-	-	-	-	-	-	-	120,000	-	-	-	-	-	-	-	-	-	120,000	-	240,000
#511 Toolcat	V	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	70,000
#503 Dodge Ram 3/4-ton	V	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	-	70,000
#529 Dodge Ram 3/4-ton	V	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	70,000
#507 Chevy 3/4-ton	V	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	70,000
#523 Ford 350 with plow	V	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	-	70,000
#501 GMC Yukon with plow	V	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	70,000
#534 Kromer field liner	V	-	25,000	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	-	50,000
#508 Ford 1-ton dump w. plow	V	-	-	45,000	-	-	-	-	-	-	-	-	-	45,000	-	-	-	-	-	-	-	90,000
#533 Ford 350 with plow	V	-	-	35,000	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	-	-	70,000
#532 Ford 150	V	-	-	25,000	-	-	-	-	-	-	-	-	-	25,000	-	-	-	-	-	-	-	50,000
#510 Water truck (1/2 cost)	V	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	65,000	-	-	-	130,000
#519 Lee-boy grader	V	-	-	-	-	45,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,000	90,000
#512 New Holland tractor	V	-	-	-	-	-	-	-	65,000	-	-	-	-	-	-	-	-	-	65,000	-	-	130,000
#545 John Deere tractor	V	-	-	-	-	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-	30,000	-	60,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 65,000	\$ 280,000	\$ 290,000	\$ 8,000	\$ 120,000	\$ 120,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ -	\$ 60,000	\$ 255,000	\$ 295,000	\$ -	\$ 75,000	\$ 203,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ 45,000	\$ 2,796,000

Summary by Type

		Summary by Type																				1,120,000
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
L	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	-
B		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
V		35,000	130,000	140,000	-	45,000	-	170,000	65,000	150,000	-	35,000	130,000	140,000	-	-	-	170,000	65,000	150,000	45,000	1,470,000
E		30,000	150,000	150,000	8,000	75,000	120,000	65,000	-	40,000	-	25,000	125,000	155,000	-	75,000	203,000	65,000	-	40,000	-	1,326,000
F		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
I		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	\$ 65,000	\$ 280,000	\$ 290,000	\$ 8,000	\$ 120,000	\$ 120,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ -	\$ 60,000	\$ 255,000	\$ 295,000	\$ -	\$ 75,000	\$ 203,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ 45,000	\$ 2,796,000

Summary by Funding Source

Description	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$ 65,000	\$ 280,000	\$ 290,000	\$ 8,000	\$ 120,000	\$ 120,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ -	\$ 60,000	\$ 255,000	\$ 295,000	\$ -	\$ 75,000	\$ 203,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ 45,000	\$ 2,796,000
User fees - utility operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 65,000	\$ 280,000	\$ 290,000	\$ 8,000	\$ 120,000	\$ 120,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ -	\$ 60,000	\$ 255,000	\$ 295,000	\$ -	\$ 75,000	\$ 203,000	\$ 235,000	\$ 65,000	\$ 190,000	\$ 45,000	\$ 2,796,000

City of Roseville
Park Improvements Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Park Improvements (see detail)	I	\$ 2,510,500	\$ 5,169,370	\$ 3,225,500	\$ 2,180,710	\$ 14,134,900	\$ 17,314,900	\$ 531,650	\$ 720,000	\$ 1,800,000	\$ 520,000	\$ 605,000	\$ 436,700	\$ 1,275,400	\$ 113,500	\$ 158,000	\$ 227,000	\$ 62,500	\$ 225,000	\$ 127,000	\$ 410,000	\$ 51,747,630
	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 2,510,500	\$ 5,169,370	\$ 3,225,500	\$ 2,180,710	\$ 14,134,900	\$ 17,314,900	\$ 531,650	\$ 720,000	\$ 1,800,000	\$ 520,000	\$ 605,000	\$ 436,700	\$ 1,275,400	\$ 113,500	\$ 158,000	\$ 227,000	\$ 62,500	\$ 225,000	\$ 127,000	\$ 410,000	\$ 51,747,630

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	2,510,500	5,169,370	3,225,500	2,180,710	14,134,900	17,314,900	531,650	720,000	1,800,000	520,000	605,000	436,700	1,275,400	113,500	158,000	227,000	62,500	225,000	127,000	410,000	51,747,630
Total		\$ 2,510,500	\$ 5,169,370	\$ 3,225,500	\$ 2,180,710	\$ 14,134,900	\$ 17,314,900	\$ 531,650	\$ 720,000	\$ 1,800,000	\$ 520,000	\$ 605,000	\$ 436,700	\$ 1,275,400	\$ 113,500	\$ 158,000	\$ 227,000	\$ 62,500	\$ 225,000	\$ 127,000	\$ 410,000	\$ 51,747,630

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes		\$ 2,510,500	\$ 5,169,370	\$ 3,225,500	\$ 2,180,710	\$ 14,134,900	\$ 17,314,900	\$ 531,650	\$ 720,000	\$ 1,800,000	\$ 520,000	\$ 605,000	\$ 436,700	\$ 1,275,400	\$ 113,500	\$ 158,000	\$ 227,000	\$ 62,500	\$ 225,000	\$ 127,000	\$ 410,000	\$ 51,747,630
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 2,510,500	\$ 5,169,370	\$ 3,225,500	\$ 2,180,710	\$ 14,134,900	\$ 17,314,900	\$ 531,650	\$ 720,000	\$ 1,800,000	\$ 520,000	\$ 605,000	\$ 436,700	\$ 1,275,400	\$ 113,500	\$ 158,000	\$ 227,000	\$ 62,500	\$ 225,000	\$ 127,000	\$ 410,000	\$ 51,747,630

City of Roseville
Skating Center Capital Improvement Plan
2012-2031

Banquet Chairs	E	10,000	-	10,000	-	10,000	-	-	-	-	-	10,000	-	10,000	-	10,000	-	-	-	-	-	60,000
Infield/Track Divider Netting (2008)	E	-	-	-	-	-	-	6,500	-	-	-	-	-	-	-	-	6,500	-	-	-	-	13,000
Perimeter Fence Pads	E	-	65,000	-	-	-	-	-	-	-	-	-	-	-	-	-	65,000	-	-	-	-	130,000
Black Divider Pads	E	-	12,000	-	-	-	-	-	-	-	-	-	12,000	-	-	-	-	-	-	-	-	24,000
Arena Scoreboard-Large	E	-	30,000	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-	-	60,000
OVAL Rental Skates - 60pr/yr	E	5,000	-	-	5,000	-	-	5,000	-	-	5,000	-	-	5,000	-	-	5,000	-	-	-	-	30,000
Banquet Room Blinds (2006)	E	-	-	-	-	-	8,500	-	-	-	-	-	-	-	-	8,500	-	-	-	-	-	17,000
Skating Center Plow Truck	E	15,000	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	30,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 206,000	\$ 272,000	\$ 261,000	\$ 147,500	\$ 156,500	\$ 73,500	\$ 20,500	\$ 328,500	\$ 2,480,000	\$ 416,000	\$ 211,000	\$ 460,000	\$ 506,000	\$ 120,000	\$ 24,500	\$ 58,500	\$ 292,500	\$ 131,000	\$ 1,325,000	\$ 1,058,500	\$ 8,548,500

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	133,000	20,000	251,000	87,500	25,000	40,000	9,000	280,000	2,435,000	416,000	133,000	448,000	496,000	-	8,000	25,000	41,000	120,000	1,225,000	1,051,000	7,243,500
Vehicles	V	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment	E	73,000	252,000	10,000	60,000	131,500	33,500	11,500	48,500	45,000	-	78,000	12,000	10,000	120,000	16,500	33,500	251,500	11,000	100,000	7,500	1,305,000
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 206,000	\$ 272,000	\$ 261,000	\$ 147,500	\$ 156,500	\$ 73,500	\$ 20,500	\$ 328,500	\$ 2,480,000	\$ 416,000	\$ 211,000	\$ 460,000	\$ 506,000	\$ 120,000	\$ 24,500	\$ 58,500	\$ 292,500	\$ 131,000	\$ 1,325,000	\$ 1,058,500	\$ 8,548,500

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	206,000	272,000	261,000	147,500	156,500	73,500	20,500	328,500	2,480,000	416,000	211,000	460,000	506,000	120,000	24,500	58,500	292,500	131,000	1,325,000	1,058,500	8,548,500
User fees - utility operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	\$	206,000	272,000	261,000	147,500	156,500	73,500	20,500	328,500	2,480,000	416,000	211,000	460,000	506,000	120,000	24,500	58,500	292,500	131,000	1,325,000	1,058,500	8,548,500

City of Roseville
Golf Course Capital Improvement Plan
2012-2031

Description	Type	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
CHhouse Equipment Kitchen/Furniture	B	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Club House Upkeep Repairs	B	5,000	-	-	8,000	8,000	-	-	12,000	-	-	9,000	-	-	-	8,000	-	-	12,000	-	-	62,000
Replace furnace / AC	B	-	18,000	-	-	-	-	-	-	-	-	-	18,000	-	-	-	-	-	-	-	-	36,000
General Clubhouse roof replace	B	19,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19,000	-	-	-	-	38,000
Course improvements, landscaping	I	-	-	5,000	-	-	5,000	-	-	5,000	-	-	-	5,000	-	-	5,000	-	-	10,000	-	35,000
seal parking lot/repairs	I	-	-	7,500	-	-	-	-	-	15,000	-	-	-	7,500	-	-	-	-	-	7,500	-	37,500
Irrigation system improvements/clocks	I	7,000	-	-	-	20,000	-	-	-	5,000	-	-	-	-	25,000	-	30,000	-	-	-	-	87,000
Greens covers	I	-	5,000	-	-	5,000	-	-	-	-	-	-	-	-	-	6,000	-	-	-	-	-	16,000
Gas pump & tank	E	-	-	10,000	-	-	-	-	6,000	-	-	-	-	-	-	-	-	-	-	-	-	16,000
Tee mowers / zero turn	E	-	20,000	-	-	-	12,000	-	-	-	-	20,000	-	12,000	-	20,000	-	-	1,800	-	-	85,800
Computer equipment	E	5,000	-	-	5,000	-	-	5,000	-	10,000	-	5,000	-	-	-	-	8,000	-	-	10,000	-	48,000
Turf equipment/mowers/Aerators	E	-	20,000	-	5,000	-	-	-	5,000	-	-	-	20,000	-	-	-	-	-	-	5,000	-	55,000
Cushman	E	28,000	-	28,000	-	-	-	-	-	-	-	28,000	-	28,000	-	-	-	-	-	-	-	112,000
Fairway mower	E	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	50,000
Greens Mowers	E	-	-	18,000	-	18,000	-	-	-	-	-	-	-	18,000	-	18,000	-	-	-	-	-	72,000
Pick Work Truck	V	27,000	-	-	-	-	-	-	-	-	27,000	-	-	-	-	-	-	-	-	-	-	54,000
Clubhouse furniture/Carpeting/flooring	F	-	12,000	-	-	12,000	-	-	-	-	-	-	12,000	-	-	12,000	-	-	-	-	-	48,000
Course netting / deck /shelter	F	6,000	-	-	-	8,000	-	-	-	-	6,000	-	-	-	8,000	-	-	-	-	-	-	28,000
Shop heating/Upgrading	F	-	7,000	-	-	-	-	-	-	-	-	-	7,000	-	-	-	-	-	-	-	-	14,000
Sidewalk/exterior repairs/course improvement	F	-	-	6,000	-	-	15,000	-	-	-	-	-	-	6,000	-	-	15,000	-	-	-	-	42,000
Replace Club House (\$1M) and Maintenance S	F	-	-	-	1,350,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,350,000
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 97,000	\$ 82,000	\$ 79,500	\$ 1,368,000	\$ 71,000	\$ 32,000	\$ 10,000	\$ 18,000	\$ 40,000	\$ 33,000	\$ 112,000	\$ 62,000	\$ 76,500	\$ 33,000	\$ 64,000	\$ 77,000	\$ -	\$ 13,800	\$ 32,500	\$ -	\$ 2,301,300

Summary by Type

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Buildings	B	24,000	18,000	5,000	8,000	8,000	-	5,000	12,000	-	-	9,000	23,000	-	-	8,000	19,000	-	12,000	-	-	151,000
Vehicles	V	27,000	-	-	-	-	-	-	-	-	27,000	-	-	-	-	-	-	-	-	-	-	54,000
Equipment	E	33,000	40,000	56,000	10,000	18,000	12,000	5,000	6,000	15,000	-	103,000	20,000	58,000	-	38,000	8,000	-	1,800	15,000	-	438,800
Furniture & Fixtures	F	6,000	19,000	6,000	1,350,000	20,000	15,000	-	-	-	6,000	-	19,000	6,000	8,000	12,000	15,000	-	-	-	-	1,482,000
Improvements	I	7,000	5,000	12,500	-	25,000	5,000	-	-	25,000	-	-	-	12,500	25,000	6,000	35,000	-	-	17,500	-	175,500
Total		\$ 97,000	\$ 82,000	\$ 79,500	\$ 1,368,000	\$ 71,000	\$ 32,000	\$ 10,000	\$ 18,000	\$ 40,000	\$ 33,000	\$ 112,000	\$ 62,000	\$ 76,500	\$ 33,000	\$ 64,000	\$ 77,000	\$ -	\$ 13,800	\$ 32,500	\$ -	\$ 2,301,300

Summary by Funding Source

Description		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
General property taxes	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
User fees - utility operations		97,000	82,000	79,500	1,368,000	71,000	32,000	10,000	18,000	40,000	33,000	112,000	62,000	76,500	33,000	64,000	77,000	-	13,800	32,500	-	2,301,300
User fees - special purpose operations		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MSA revenues		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other / TBD		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 97,000	\$ 82,000	\$ 79,500	\$ 1,368,000	\$ 71,000	\$ 32,000	\$ 10,000	\$ 18,000	\$ 40,000	\$ 33,000	\$ 112,000	\$ 62,000	\$ 76,500	\$ 33,000	\$ 64,000	\$ 77,000	\$ -	\$ 13,800	\$ 32,500	\$ -	\$ 2,301,300

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment C

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

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment C

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Equipment	Administration	Voting equipment	\$ 60,000	Tax Levy
Equipment	Police	Computer equipment	6,000	Tax Levy
Equipment	Police	Office furniture	2,000	Tax Levy
Equipment	Police	Microwave	1,000	Tax Levy
Equipment	Police	Squad conversion	15,000	Tax Levy
Equipment	Police	Outdoor warning siren	5,000	Tax Levy
Equipment	Police	New K-9	10,000	Tax Levy
Equipment	Police	Non-lethal weapons	1,500	Tax Levy
Equipment	Police	Long-gun parts	3,000	Tax Levy
Equipment	Police	Sidearm parts	2,000	Tax Levy
Equipment	Police	Tactical gear	5,000	Tax Levy
Equipment	Police	SWAT vests	6,000	Tax Levy
Equipment	Police	Defibrillators	1,500	Tax Levy
Equipment	Police	Shredder	1,500	Tax Levy
Equipment	Police	Radar units	4,000	Tax Levy
Equipment	Police	Stop sticks	1,000	Tax Levy
Equipment	Police	Rear transport seats	2,625	Tax Levy
Equipment	Police	Control boxes	2,500	Tax Levy
Equipment	Police	Visibars	8,000	Tax Levy
Equipment	Police	Radio equipment	15,000	Tax Levy
Equipment	Police	Emergency Management exercises	15,000	Tax Levy
Equipment	Fire	Firefighter turnout gear	52,800	Tax Levy
Equipment	Fire	AED's	8,000	Tax Levy
Equipment	Fire	Camera for fire rescue	9,500	Tax Levy
Equipment	Fire	Water-related response	6,000	Tax Levy
Equipment	Fire	Air monitoring equipment	5,000	Tax Levy
Equipment	Engineering	Office furniture	10,000	Tax Levy
Equipment	Streets	Replace Unit #169 zero turn mower (1/4)	3,000	Tax Levy
Equipment	Streets	Sign equipment/plotter/cutter/signs	25,000	Tax Levy
Equipment	Park Maintenance	MainTrac software	25,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #551 mower	50,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #531 mower	50,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #547 tractor	25,000	Tax Levy
Equipment	Skating Center	Replace Zamboni	115,000	Tax Levy
Equipment	Skating Center	OVAL Boiler	15,000	Tax Levy
Equipment	Skating Center	Bandy shelters	15,000	Tax Levy
Equipment	Skating Center	Perimeter fence pads	65,000	Tax Levy
Equipment	Skating Center	Black divider pads	12,000	Tax Levy
Equipment	Skating Center	Arena Scoreboard - Large	30,000	Tax Levy
Equipment	Communications	Audio equipment for Council Chambers	70,000	Cable Franchise Fees
Equipment	Information Technology	Computers, monitors, servers, etc.	173,350	Tower Rentals, Tax Levy
Equipment	Water	Water meters, AMR system	350,000	Water Fees
Equipment	Storm Drainage	Self propelled paver (1/4)	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #115 flair mower	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #110 leaf machine	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #168 compost turner	100,000	Storm Drainage Fees
Equipment	Storm Drainage	Walsh Lift Station repairs	45,000	Storm Drainage Fees
Equipment	Golf Course	Greens covers	5,000	Golf Course Fees
Equipment	Golf Course	Tee mower, zero turn	20,000	Golf Course Fees
Equipment	Golf Course	Turf equipment, mowers	20,000	Golf Course Fees
Total Equipment			\$ 1,547,275	

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment C

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Bldgs & Infrastructure	General Facilities	Replace PW Garage heaters	\$ 20,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Replace City Hall carpetting	20,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Rehab City Hall roof (old portion)	60,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	4,500	Tax Levy
Bldgs & Infrastructure	General Facilities	Gymnastics Center improvements	10,000	Tax Levy
Bldgs & Infrastructure	Street Lighting	Replace streetlight fixtures	25,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Replace fuel management system	50,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Lubricating filling heads, hose, reel	6,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Vehicle analyzer update	1,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Replace custom vehicle lifts	2,000	Tax Levy
Bldgs & Infrastructure	Skating Center	Arena rubber flooring in changing area	8,000	Tax Levy
Bldgs & Infrastructure	Skating Center	OVAL garage doors (2)	12,000	Tax Levy
Bldgs & Infrastructure	Pathways	Pathway Maintenance	175,000	Tax Levy
Bldgs & Infrastructure	Pavement Mangement	Mill & Overlay	900,000	Interest earnings, reserves
Bldgs & Infrastructure	Pavement Mangement	MSA Street Construction / Overlay	1,000,000	MSA Funds
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	5,169,370	Bond Proceeds (Tax Levy)
Bldgs & Infrastructure	Water	Water system improvements	600,000	Water Fees
Bldgs & Infrastructure	Water	Booster station improvements	128,000	Water Fees
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	700,000	Sanitary Sewer Fees
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	175,000	Sanitary Sewer Fees
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	600,000	Storm Drainage Fees
Bldgs & Infrastructure	Golf Course	Sidewalk, exterior repairs	7,000	Golf Course Fees
Bldgs & Infrastructure	Golf Course	Clubhouse furniture, carpetting, flooring	12,000	Golf Course Fees
Bldgs & Infrastructure	Golf Course	Replace furnace / AC	18,000	Golf Course Fees
Total Buildings & Infrastructure			\$ 9,702,870	
Total - All 2013 CIP Items			\$ 12,454,610	**

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

REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 12.f

Department Approval



City Manager Approval



Item Description: Approve Contract for Engineering Services to Acquire Right- Of- Way for the Twin Lakes Area Public Improvements

BACKGROUND

In 2009, the City received a \$1 million federal appropriation for public infrastructure work within the Twin Lakes Redevelopment Area. These funds were identified to be used to purchase the right of way necessary to construct Phase 3 of Twin Lakes Parkway, between Prior Avenue and Fairview Avenue. This is the logical next step to preserve the opportunity to construct Phase 3 of Twin Lakes Parkway when it is needed.

When federal funds are used, the “acquiring authorities” need to meet the provisions of federal law titled The Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended (also known as The Uniform Act or simply The Act), together with those regulations which implement The Act. Conformance with applicable federal policies and regulations are required to use the federal funds to acquire this right of way. The provisions of the Act include a process for right of way acquisitions that needs to be followed precisely. To ensure that this work is completed according to Federal requirements, City Staff is requesting the assistance of SRF Consulting Group, Inc.

There will be additional Council authorization necessary once appraisals have been completed and offers are recommended.

POLICY OBJECTIVE

Staff seeks to find the most cost effective purchasing opportunities to meet budgetary and operational objectives. SRF has over 12 years of experience working with the City in the Twin Lakes AUAR area. They completed the Project Memorandum which has been approved by the Federal Highway Administration for this right of way purchase and have a comprehensive understanding of the area and the properties to be acquired

Contracting with a different consultant would require time for them to review the work SRF has done to date, ultimately costing more to do the same work. As a result staff believes that SRF is the logical choice for this work.

FINANCIAL IMPACTS

Staff recommends that the Hazardous Substance Subdistrict of TIF District 11 be used to fund the easement acquisition. The estimated cost for these services as proposed is \$19,480.

28 **STAFF RECOMMENDATION**

29 Staff recommends the approval of a contract with SRF Consulting Group, Inc. to Acquire Right- Of-
30 Way for Twin Lakes Area Public Improvements.

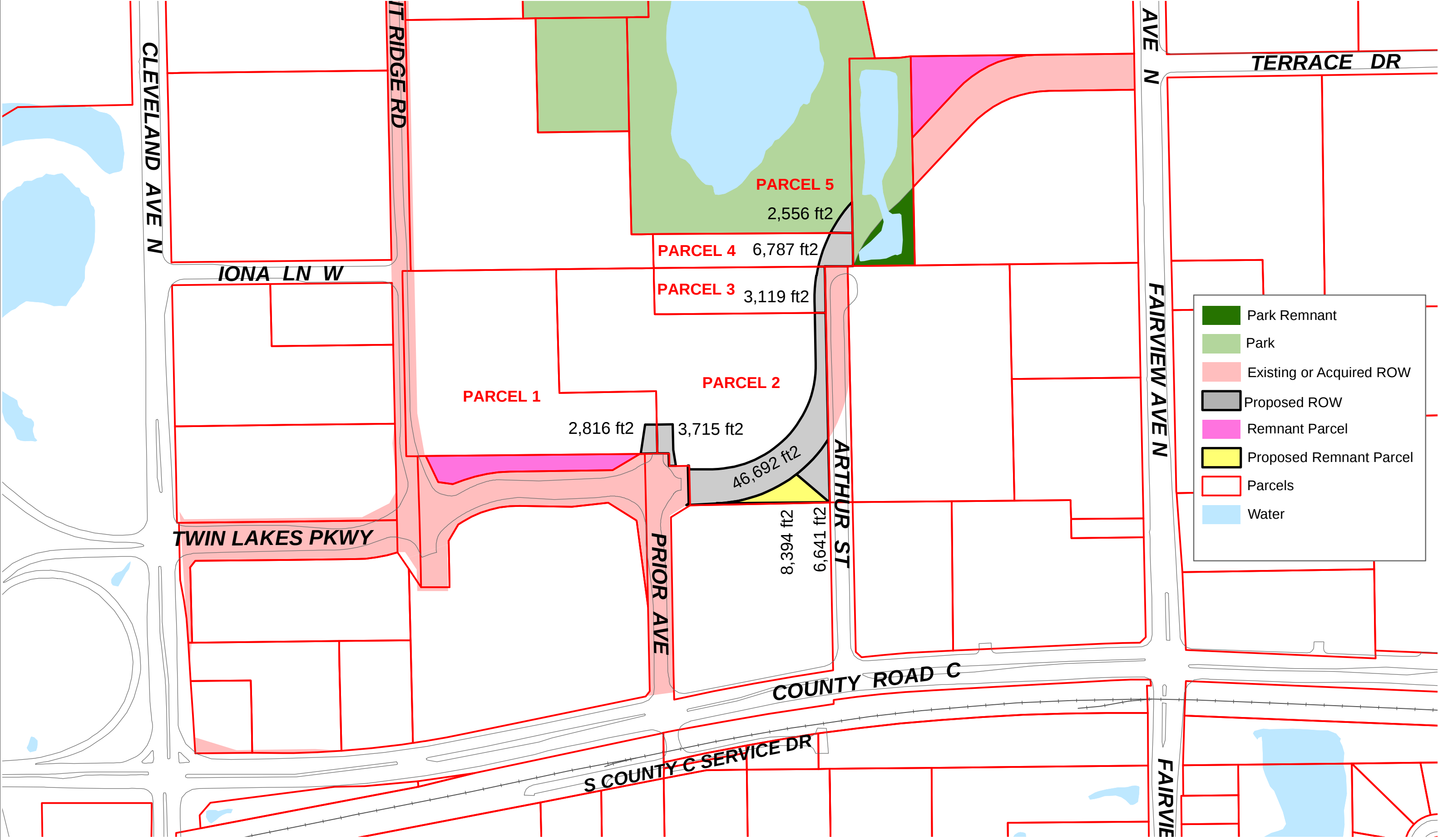
31 **REQUESTED COUNCIL ACTION**

32 Motion to Authorize the City Manager to Contract with SRF Consulting Group, Inc. to Acquire Right-
33 Of- Way for Twin Lakes Area Public Improvements.

Prepared by: Debra Bloom, City Engineer

Attachments: A. Right of way Map

B: Contract



Twin Lakes Parkway Right-of-Way Acquisition

1
2
3
4 **Standard Agreement for Professional Services**
5 **Right of Way Acquisition**
6 **Twin Lakes Public Improvements**
7
8
9

10
11
12
13 This Agreement ("Agreement") is made on the _____ day of December, 2012, between
14 the City of Roseville, a municipal corporation (hereinafter "City"), and SRF Consulting Group,
15 Inc., a Corporation (hereinafter "Consultant").
16

17 **Preliminary Statement**
18

19 The City has adopted a policy regarding the selection and hiring of consultants to provide a
20 variety of professional services for City projects. That policy requires that persons, firms or
21 corporations providing such services enter into written agreements with the City. The purpose of
22 this Agreement is to set forth the terms and conditions for the performance of professional
23 services by the Consultant.
24

25 The City and Consultant agree as follows:
26

- 27 1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services
28 shown in Exhibit A attached hereto ("Work") in consideration for the compensation set
29 forth in Provision 3 below. The terms of this Agreement shall take precedence over and
30 supersede any provisions and/or conditions in any proposal submitted by the Consultant.
31
32 2. **Term.** The term of this Agreement shall be from January 1, 2013, through June 30, 2013,
33 the date of signature by the parties notwithstanding.
34
35 3. **Compensation for Services.** The City agrees to pay the Consultant the compensation
36 described in Exhibit A attached hereto for the Work, subject to the following:
37
38 A. Any changes in the Work which may result in an increase to the compensation due
39 the Consultant shall require prior written approval of the City. The City will not pay
40 additional compensation for Work that does not have such prior written approval.
41
42 B. Third party independent contractors and/or subcontractors may be retained by the
43 Consultant when required by the complex or specialized nature of the Work when
44 authorized in writing by the City. The Consultant shall be responsible for and shall

pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.

4. **City Assistance.** The City agrees to provide the Consultant with the following assistance concerning the Work to be performed hereunder:

- A. Depending on the nature of the Work, Consultant may from time to time require access to public and private lands or property. To the extent the City is legally and reasonably able, the City shall provide access to and make provisions to enable the Consultant to enter upon public and private land and property as required for the Consultant to perform and complete the Work.
- B. The City shall furnish the Consultant with a copy of any special standards or criteria promulgated by the City relating to the Work, including but not limited to design and construction standards, that is needed by the Consultant in order to prepare for the performance of the Work.
- C. A person shall be appointed to act as the City's representative with respect to the Work to be performed under this Agreement. Such representative shall have authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Work to be performed under this Agreement, but shall not have the right to enter into contracts or make binding agreements on behalf of the City with respect to the Work or this Agreement.

5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an itemized invoice for Work performed under this Agreement. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:

- A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. The Consultant shall verify all statements submitted for payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. Each invoice shall contain the City's project number and a progress summary showing the original (or amended) amount of the Agreement, current billing, past payments and unexpended balance due under the Agreement.
- B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Consultant: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."

The payment of invoices shall be subject to the following provisions:

- 91
92 A. The City shall have the right to suspend the Work to be performed by the
93 Consultant under this Agreement when it deems necessary to protect the City,
94 residents of the City or others who are affected by the Work. If any Work to be
95 performed by the Consultant is suspended in whole or in part by the City, the
96 Consultant shall be paid for any services performed prior to the delivery upon
97 Consultant of written notice from the City of such suspension.
98
- 99 B. The Consultant shall be reimbursed for services performed by any third party
100 independent contractors and/or subcontractors only if the City has authorized the
101 retention of and has agreed to pay such persons or entities pursuant to Section 3B
102 above.
103
- 104 6. **Project Manager and Staffing.** The Consultant has designated Ken Helvey (“Project
105 Contacts”) to perform and /or supervise the Work, and as the persons for the City to
106 contact and communicate with regarding the performance of the Work. The Project
107 Contacts shall be assisted by other employees of the Consultant as necessary to facilitate
108 the completion of the Work in accordance with the terms and conditions of this
109 Agreement. Consultant may not remove or replace Project Contracts without the prior
110 approval of the City.
111
- 112 7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be
113 in accordance with the normal standard of care in Ramsey County, Minnesota, for
114 professional services of like kind.
115
- 116 8. **Audit Disclosure.** Any reports, information, data and other written documents given to,
117 or prepared or assembled by the Consultant under this Agreement which the City requests
118 to be kept confidential shall not be made available by the Consultant to any individual or
119 organization without the City’s prior written approval. The books, records, documents
120 and accounting procedures and practices of the Consultant or other parties relevant to this
121 Agreement are subject to examination by the City and either the Legislative Auditor or
122 the State Auditor for a period of six (6) years after the effective date of this Agreement.
123 The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota
124 Government Data Practices Act, to the extent the Act is applicable to data, documents,
125 and other information in the possession of the Consultant.
126
- 127 9. **Termination.** This Agreement may be terminated at any time by the City, with or
128 without cause, by delivering to the Consultant at the address of the Consultant set forth
129 on page 1, a written notice at least seven (7) days prior to the date of such termination.
130 The date of termination shall be stated in the notice. Upon termination the Consultant
131 shall be paid for services rendered (and reimbursable expenses incurred if required to be
132 paid by the City under this Agreement) by the Consultant through and until the date of
133 termination so long as the Consultant is not in default under this Agreement. If however,
134 the City terminates the Agreement because the Consultant is in default of its obligations
135 under this Agreement, no further payment shall be payable or due to the Consultant
136 following the delivery of the termination notice, and the City may, in addition to any

other rights or remedies it may have, retain another consultant to undertake or complete the Work to be performed hereunder.

10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.
13. **Assignment.** The Consultant shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City.
14. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be paid by the City.
15. **Compliance with Laws and Regulations.** The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
16. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
17. **Indemnification.** The Consultant agrees to defend, indemnify and hold the City, its Council, officers, agents and employees harmless from any liability, claims, damages,

costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Consultant, its agents, employees, and/or subcontractors pertaining to the performance of the Work provided pursuant to this Agreement and against all losses by reason of the failure of said Consultant to fully perform, in any respect, all of the Consultant's obligations under this Agreement.

18. **Insurance.**

A. General Liability. Prior to starting the Work, the Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Consultant or by any subcontractor of the Consultant, or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Provision 18 or required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.

B. The Consultant shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability	\$500,000 each accident
(Not needed for	\$500,000 disease policy limit
Minnesota based	\$500,000 disease each employee
Consultant):	
Commercial General Liability:	\$1,000,000 per occurrence
	\$2,000,000 general aggregate
	\$2,000,000 Products – Completed Operations
	Aggregate
	\$100,000 fire legal liability each occurrence
	\$5,000 medical expense
Comprehensive Automobile	
Liability:	\$1,000,000 combined single limit (shall include
	coverage for all owned, hired and non-owned
	vehicles.

C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:

a. Personal injury with Employment Exclusion (if any) deleted;

- 229
- 230 b. Broad Form Contractual Liability coverage; and
- 231
- 232 c. Broad Form Property Damage coverage, including Completed Operations.
- 233
- 234
- 235 D. Professional Liability Insurance. The Consultant agrees to provide to the City a
- 236 certificate evidencing that it has in effect, with an insurance company in good
- 237 standing and authorized to do business in Minnesota, a professional liability insurance
- 238 policy. Said policy shall insure payment of damage for liability arising out of the
- 239 performance of professional services for the City, in the insured's capacity as the
- 240 Consultant, if such liability is caused by an error, omission, or negligent act of the
- 241 insured or any person or organization for whom the insured is liable. Said policy
- 242 shall provide an aggregate limit of \$_____. Said policy shall not name
- 243 the City as an additional insured.
- 244
- 245 E. Consultant shall maintain in effect all insurance coverages required under this
- 246 Provision 18 at Consultant's sole expense and with insurance companies licensed to
- 247 do business in the state in Minnesota and having a current A.M. Best rating of no less
- 248 than A-, unless otherwise agreed to by the City in writing. In addition to the
- 249 requirements stated above, the following applies to the insurance policies required
- 250 under this Provision:
- 251
- 252 a. All policies, except the Professional Liability Insurance policy, shall be written on
- 253 an "occurrence" form ("claims made" and "modified occurrence" forms are not
- 254 acceptable);
- 255
- 256 b. All policies, except the Professional Liability Insurance and Worker's
- 257 Compensation Policies, shall contain a waiver of subrogation naming "the City of
- 258 Roseville";
- 259
- 260 c. All policies, except the Professional Liability Insurance and Worker's
- 261 Compensation Policies, shall name "the City of Roseville" as an additional
- 262 insured;
- 263
- 264 d. All policies, except the Professional Liability Insurance and Worker's
- 265 Compensation Policies, shall insure the defense and indemnify obligations
- 266 assumed by Consultant under this Agreement; and
- 267
- 268 e. All policies shall contain a provision that coverages afforded thereunder shall not
- 269 be canceled or non-renewed or restrictive modifications added, without thirty (30)
- 270 days prior written notice to the City.
- 271

272 A copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as
 273 applicable, which evidences the compliance with this Paragraph 18, must be filed
 274 with City prior to the start of Consultant's Work. Such documents evidencing

insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Consultant has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents and receipt thereof shall not relieve Consultant from, nor be deemed a waiver of, City's right to enforce the terms of Consultant's obligations hereunder. City reserves the right to examine any policy provided for under this Provision 18.

- F. If Consultant fails to provide the insurance coverage specified herein, the Consultant will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Consultant, its contractors, subcontractors, agents, employees or delegates. Consultant agrees that this indemnity shall be construed and applied in favor of indemnification. Consultant also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, the City may require Consultant to:

- a. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
- b. Furnish a written acceptance of tender of defense and indemnity from Consultant's insurance company.

Consultant will take the action required by the City within fifteen (15) days of receiving notice from the City.

19. **Ownership of Documents.** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

- 321
- 322 20. **Dispute Resolution/Mediation.** Each dispute, claim or controversy arising from or
- 323 related to this Agreement or the relationships which result from this Agreement shall be
- 324 subject to mediation as a condition precedent to initiating arbitration or legal or equitable
- 325 actions by either party. Unless the parties agree otherwise, the mediation shall be in
- 326 accordance with the Commercial Mediation Procedures of the American Arbitration
- 327 Association then currently in effect. A request for mediation shall be filed in writing with
- 328 the American Arbitration Association and the other party. No arbitration or legal or
- 329 equitable action may be instituted for a period of 90 days from the filing of the request
- 330 for mediation unless a longer period of time is provided by agreement of the parties.
- 331 Cost of mediation shall be shared equally between the parties. Mediation shall be held in
- 332 the City of Roseville unless another location is mutually agreed upon by the parties. The
- 333 parties shall memorialize any agreement resulting from the mediation in a Mediated
- 334 Settlement Agreement, which Agreement shall be enforceable as a settlement in any
- 335 court having jurisdiction thereof.
- 336
- 337 21. **Annual Review.** Prior to each anniversary of the date of this Agreement, the City shall
- 338 have the right to conduct a review of the performance of the Work performed by the
- 339 Consultant under this Agreement. The Consultant agrees to cooperate in such review and
- 340 to provide such information as the City may reasonably request. Following each
- 341 performance review the parties shall, if requested by the City, meet and discuss the
- 342 performance of the Consultant relative to the remaining Work to be performed by the
- 343 Consultant under this Agreement.
- 344
- 345 22. **Conflicts.** No salaried officer or employee of the City and no member of the Board of the
- 346 City shall have a financial interest, direct or indirect, in this Agreement. The violation of
- 347 this provision shall render this Agreement void.
- 348
- 349 23. **Governing Law.** This Agreement shall be controlled by the laws of the State of
- 350 Minnesota.
- 351
- 352 24. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which
- 353 shall be considered an original.
- 354
- 355 25. **Severability.** The provisions of this Agreement are severable. If any portion hereof is,
- 356 for any reason, held by a court of competent jurisdiction to be contrary to law, such
- 357 decision shall not affect the remaining provisions of this Agreement.
- 358
- 359 26. **Entire Agreement.** Unless stated otherwise in this Provision 26, the entire agreement of
- 360 the parties is contained in this Agreement. This Agreement supersedes all prior oral
- 361 agreements and negotiations between the parties relating to the subject matter hereof as
- 362 well as any previous agreements presently in effect between the parties relating to the
- 363 subject matter hereof. Any alterations, amendments, deletions, or waivers of the
- 364 provisions of this Agreement shall be valid only when expressed in writing and duly
- 365 signed by the parties, unless otherwise provided herein. The following agreements
- 366 supplement and are a part of this Agreement: None.
- 367

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

Mayor

City Manager

SRF Consulting Group, Inc.

By: _____

Its: _____



November 13, 2012

Ms. Debra Bloom, PE
City Engineer
CITY OF ROSEVILLE
2660 Civic Center Drive
Roseville, MN 55113

SUBJECT: PROPOSAL FOR PROFESSIONAL RIGHT OF WAY SERVICES FOR
TWIN LAKES EASEMENT PROJECT

Dear Ms. Bloom:

We appreciate your interest in utilizing SRF's professional right of way services on the Twin Lakes Project. All acquisition activities will comply with the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended, as well as all state and federal guidelines. SRF has been recognized for its accurate and efficient record keeping by the MnDOT State Aid personnel on several federally-funded projects.

The Right of Way specialists at SRF will work closely with the roadway design team to ensure that we have accurate project background and a clear understanding of design issues. The SRF team includes right of way professionals who have a wide variety of experience in highway, municipal, utility, relocation and community redevelopment projects. For the Twin Lakes Easement Project, the Right of Way team will be led by Ken Helvey, Principal, who has over 18 years of experience in the right of way profession.

SCOPE OF SERVICES

We have carefully reviewed the project corridor. Based on this information, we have developed a comprehensive scope of work for the necessary right of way platting and right of way acquisition activities. We propose to carry out the work as follows:

Project Management

SRF's Project Manager will maintain contact with The City of Roseville throughout the project, provide weekly status reports, and be available for meetings as requested.

www.srfconsulting.com

One Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4443 | 763.475.0010 Fax: 763.475.2429

An Equal Opportunity Employer

Title Analysis

Through our subconsultant, Title One, SRF will provide Owners and Encumbrance Reports for the four (4) affected parcels. We assume the project will impact the following four parcels (list of PINs):

042923330007 042923340002 042923340001 042923310015

Assumptions: The four parcels in question are owned by two entities; therefore, they will be treated as two parcels for the purposes of this a proposal, except for Title where all four parcels will need to be addressed.

Legal Descriptions, Parcel Sketches and Survey Staking for the Appraisal Process

SRF will prepare four (4) right of way acquisition descriptions and the accompanying exhibits.

SRF will provide proposed easement staking for the four parcels. This will allow the appraiser and the Owner to visualize the easement limits.

Assumptions: Staking will be performed once, and will be completed in full-day increments. The City will provide CAD base files and any relevant electronic data required to complete the above tasks.

Owner Notifications and Field Title Reports

SRF will provide Owners of the parcels with notification of the project, and prepare full field title reports, including tenant information.

Assumptions: Two Owners (4 PINs).

Appraisals and Review Appraisals

SRF will provide the City of Roseville with two (2) copies of the approved appraisal reports. These appraisal reports will be prepared by Dan Dwyer of Dahlen, Dwyer & Foley, Inc. SRF will prepare review appraisals.

Assumptions: There will be two reports to prepare and review.

Offer Packages and Document Preparation

SRF will prepare the offer letter, statement of compensation, appraisal notification and receipt, and any other documents and forms required by the City of Roseville. The City will provide a preferred sample easement document to be used for this project.

Assumptions: Two affected Owners.

Negotiation Activities

The offers will be presented to the Owners, in person if possible, at the earliest possible time the affected Owner is willing to meet with SRF personnel. In the case of an out-of-town Owner, or when required by time constraints, the offer will be presented by certified mail but continuing attempts will be made to contact the Owner and meet at the earliest possible time after mailing the offer. The Owner will receive a copy of the appraisal report, unless we are directed otherwise.

All concerns and issues raised by an Owner will be communicated to the City of Roseville. Communications will be by means of periodic status reports, telephone or written correspondence, depending upon the nature of the issue. We will make recommendations and prepare an administrative settlement form for the parcel if a settlement in excess of the certified offer seems appropriate.

Assumptions: Two Owners. We also assume there is no relocation activity, minimum compensation, or loss of Going Concern Analysis, and we have not included this in our scope.

Mortgage Consents

In most cases, the properties have mortgages and the rights of these mortgage companies will need to be addressed due to the impact of the acquisition. SRF will provide whatever release documentation is required by the city and work with the mortgage companies, as necessary. This involves providing all of the requested information, as well as paying the required processing fee required by the company.

Assumptions: SRF does not know how many mortgage companies we may be working with, or the application fees for each particular mortgage company, therefore *SRF cannot provide a cost for these direct expenses*. We have included an estimate of hours in our budget that will be sufficient to work with up to two (2) mortgage companies.

Submittal of Parcel Files

The acquisition file will include a contact diary in which every contact or attempted contact with the property owner is noted, whether by the agent responsible for the parcel or by other SRF staff. This diary will include relevant detail about the substance of each contact. SRF will complete an internal QA/QC review of all parcel files and submit a complete acquisition file to the City of Roseville for payment and recordation.

Condemnation Assistance

SRF staff, along with our appraisal consultant, will provide assistance with condemnation support and appraisal updates. These services will be provided on an hourly basis. The exact nature and scope of these activities will be determined at an appropriate time as directed by the City. The fee for these activities is not included in our estimated costs.

SCHEDULE/BUDGET

Our scope of work was prepared under the assumption of having Title and Possession of all parcels by June 30, 2013 (assuming SRF is authorized to proceed by December 15, 2012).

Based on our understanding of the project and our scope of work, the estimated cost for our services is \$19,480.00, which includes time and expenses, except the mortgage consent fees noted above. Our costs are summarized as follows:

• Title Services (Title One)	\$ 600.00
• Survey Staking, Legal Descriptions, and Parcel Sketches (SRF)	\$ 3,450.00
• Appraisal Services (Dan Dwyer)	\$ 6,800.00
• Review Appraisals (SRF)	\$ 2,380.00
• Document Preparation, Negotiations, Mortgage Consents, File Submittal (SRF)	<u>\$ 6,250.00</u>
TOTAL	\$19,480.00

We propose to be reimbursed for our services on an hourly basis for the actual time expended. Direct project expenses, such as printing, supplies, reproduction, etc., will be billed at cost, and mileage will be billed at the current allowable IRS rate for business miles. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 30 days.

It is understood that if the scope or extent of work changes or additional services are requested, the cost will be adjusted accordingly. Before any out-of-scope or additional service work is initiated; however, we will submit a budget for the new work and will not begin work until we receive authorization from you.

STANDARD TERMS AND CONDITIONS

The attached Standard Terms and Conditions (Attachment A), together with this proposal for professional services constitute the entire agreement between the City of Roseville and SRF Consulting Group, Inc. and supersede all prior written or oral understandings. This agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument.

ACCEPTANCE/NOTICE TO PROCEED

A signed copy of this proposal, mailed or emailed to our office, will serve as acceptance of this proposal and our notice to proceed.

We sincerely appreciate your consideration of this proposal and look forward to working with you on this project. Please feel free to contact us if you have any questions or need additional information.

Sincerely,

SRF CONSULTING GROUP, INC.



Ken Helvey
Principal

KH/bls

Attachments: Standard Terms and Conditions
Parcel Map

This cost proposal is valid for a period of 90 days. SRF reserves the right to adjust its cost estimate after 90 days from the date of this proposal.

SRF P12754

APPROVED:

(signature)

Name _____

Title _____

Date _____

REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 12.g

Department Approval



City Manager Approval



Item Description: Approve Contract for Engineering Services to develop Twin Lakes Area Public Improvements Feasibility Report

BACKGROUND

The Twin Lakes Business Park AUAR contained a mitigation plan which identified a number of public infrastructure improvements necessary to mitigate the environmental impacts of the traffic generated by the redevelopment of this area.

The AUAR mitigation plan identified 16 different improvements that needed to be constructed in order for the Twin Lakes Area to redevelop with limited impacts to the area road system. Preliminary engineering and cost estimates for these infrastructure improvements were developed as a part of the City's Infrastructure Improvement Study in 2008. A map and summary table showing these improvements is attached.

The majority of the improvements identified are on regional roadways. Subsequent development proposals in the area have shown that the need for these improvements is cumulative. One redeveloped parcel does not trigger all of the improvements, rather it is the cumulative traffic generated by all of the redevelopment parcels and the growth in the background traffic that causes the need to construct the street improvements. As a result, it is anticipated that there is a benefit to more than just the properties directly abutting the roadways to be improved.

When there is a demonstrable benefit to property owners, the City can fund the public improvements through special assessments. Special assessments are a charge imposed on properties for a particular improvement that benefits the owners of selected properties. The authority to use special assessments originates in the state constitution which allows the state legislature to give cities and other governmental units the authority "to levy and collect assessments for local improvements upon property benefited thereby." The legislature confers this authority to cities in Minnesota Statutes Chapter 429.

The first step in the assessment process is to take a look at the feasibility of the project. This includes; determining the project need, identifying the benefitted area, and developing a methodology to allocate the public improvement costs to the benefitting properties. The project need was identified in the AUAR. The majority of the improvements identified are on the regional roadway system and it is anticipated that there is a benefit to more than just the properties directly abutting the roadways to be improved.

In order to take a look at the extent of the benefit to property owners, the City will need to take a look at the land uses in the area and how the traffic would use the proposed public improvements. To accomplish this analysis, City Staff is requesting the assistance of SRF Consulting Group, Inc..

The study will look at the feasibility of constructing the following improvements that were identified in the Twin Lakes AUAR Infrastructure Improvements Study:

- Improvement No. 5 – Improvements to the Cleveland Avenue intersection with the Northbound Ramps at I-35W. Estimated cost: \$1,400,000.
- Improvement No. 6 – Improvements to the Cleveland Avenue/County Road C2 intersection. Estimated cost: \$520,000
- Improvement No. 11 – Improvements to the Fairview Avenue/Terrace Drive intersection. Estimated cost: \$1,941,200.
- Improvement No. 13 – The completion of Twin Lakes Parkway from the Prior Avenue roundabout to Fairview Avenue. \$1,992,000.

The report will generally identify the assessable areas that should be considered and the proposed assessment amounts. The anticipated assessments will be verified by benefit appraisals. There will be a public involvement component that will present the options and results of the study to property owners prior to bringing the feasibility report to the City Council for consideration.

Staff would use this work to develop the Feasibility Reports for the individual projects as they become necessary to construct to mitigate traffic.

POLICY OBJECTIVE

Staff seeks to find the most cost effective purchasing opportunities to meet budgetary and operational objectives. SRF has over 12 years of experience working with the City in the Twin Lakes AUAR area. They developed the traffic model for the AUAR and subsequent Infrastructure Improvements Study. They have a comprehensive understanding of the area and are able to develop a cost share methodology using these existing traffic models. In addition, they are currently working on the I-35W North Managed Lanes Study which is developing travel forecasting in the I-35W corridor adjacent to the Twin Lakes Area.

Contracting with a different consultant would require time for them to review the work done to date, time to understand the existing traffic model and networks, time to input existing data, and time to be brought up to speed on the potential changes in land use. As a result staff believes that SRF is the best choice for this work.

FINANCIAL IMPLICATIONS

Staff recommends that the Hazardous Substance Subdistrict of TIF District 11 be used to fund the easement acquisition. It is anticipated that the cost for this study would be included as a project cost and incorporated into the assessable costs for the public improvements. The cost for the study as proposed is not to exceed \$39,934. The estimated construction cost for the 4 improvements to be studied is \$5,853,200. The cost to develop the feasibility report is 0.7% of that cost, this is less than the industry standard of 5%.

STAFF RECOMMENDATION

Staff recommends the approval of a contract with SRF Consulting Group, Inc. to Develop the Feasibility Report for Twin Lakes AUAR Infrastructure Improvements.

REQUESTED COUNCIL ACTION

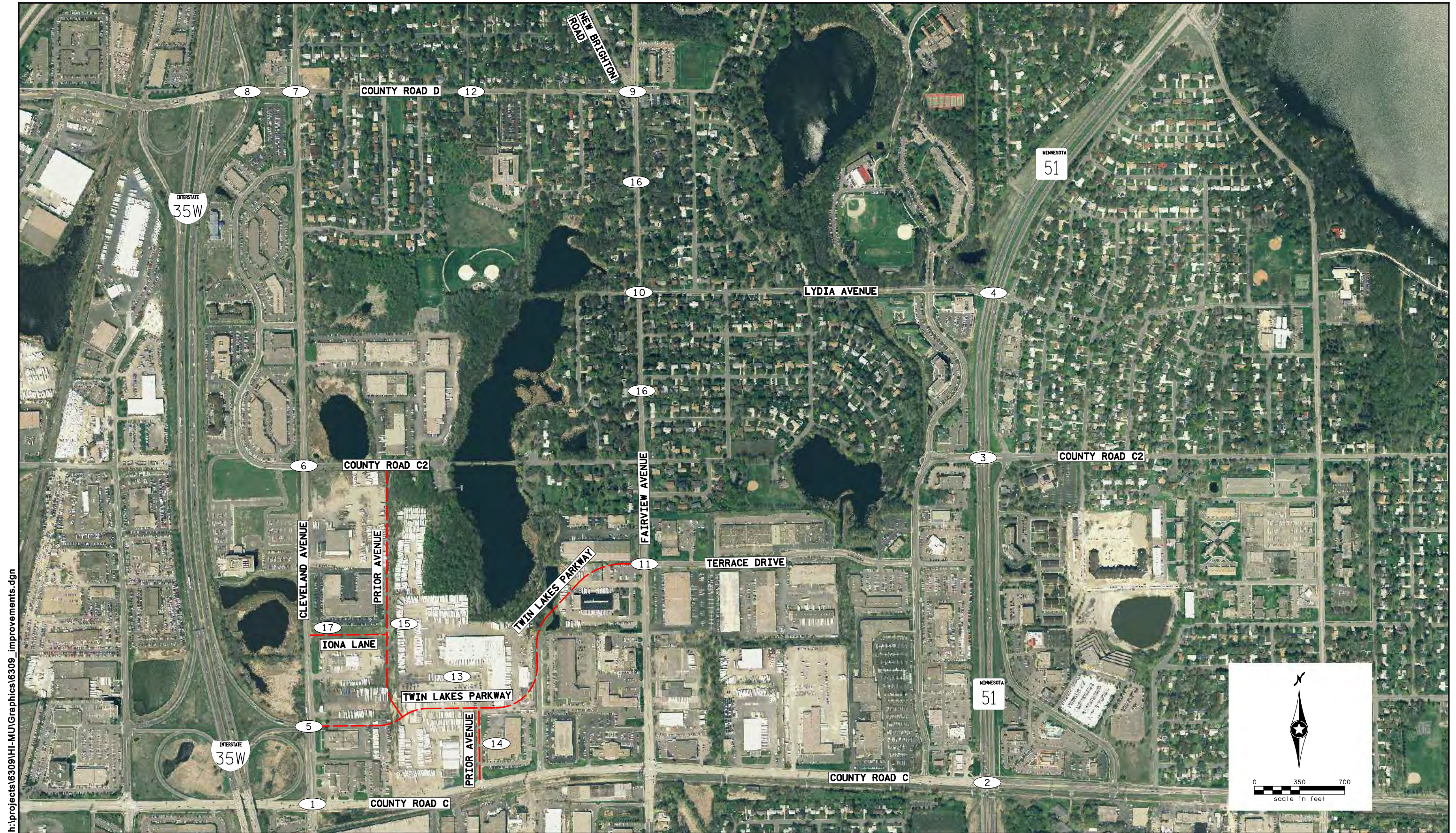
Motion to Authorize the City Manager to Contract with SRF Consulting Group, Inc. to Develop the Feasibility Report for Twin Lakes AUAR Infrastructure Improvements.

Prepared by: Debra Bloom, City Engineer
Attachments: A: AUAR Public Improvement Map and Summary
B: Professional Services Contract

Table 1
Twin Lakes AUAR Area Infrastructure Improvements

1/6/2009

Improvement Number	Location	Improvement
1	County Road C and Cleveland Avenue	Construct a dedicated westbound right-turn lane (with turn lane storage)
		Construct a 6' walk north of County Road C inside improvement limits
2	County Road C and Snelling Avenue	Construct an additional eastbound and westbound left-turn lane (dual lefts)
3	Snelling Avenue and County Road C2	Construct an additional eastbound left-turn lane (dual lefts)
		Extend the existing westbound left-turn lane
		Construct a westbound right-turn lane
		Construct a 6' walk south of County Road C2 west of Snelling Avenue
4	Snelling Avenue and Lydia Avenue	Construct an additional eastbound left-turn lane (dual lefts)
5	Cleveland Avenue and I-35W Northbound Ramps	Construct an additional northbound left-turn lane (dual lefts)
		Construct a northbound right-turn lane
		Extend the existing southbound left-turn lane
		Construct two eastbound through lanes
		Construct a westbound left-turn lane
		Construct two westbound through lanes
		Construct a 6' walk east of Cleveland Avenue south of Twin Lakes Parkway, and north and south of Twin Lakes Parkway
6	Cleveland Avenue and County Road C2	Install a traffic signal
		Construct a westbound right-turn lane
		Construct a northbound right-turn lane
7	Cleveland Avenue and County Road D	Construct an eastbound left-turn lane
		Construct a northbound left-turn lane
		Construct a 6' walk east of Cleveland Avenue south of intersection inside improvement limits
8	County Road D and I-35W Northbound Ramps	Construct a westbound right-turn lane
		Extend the existing northbound right-turn lane
9	County Road D and Fairview Avenue	Eliminate the northwest approach (New Brighton Road) to create a 4-legged intersection
		Install a traffic signal
		Construct a southbound right-turn lane
10	Fairview Avenue and Lydia Avenue	Install a traffic signal
		Construct a northbound right-turn lane
		Construct a westbound right-turn lane
		Construct an 8' walk along curb east of Fairview Avenue
11	Fairview Avenue and Terrace Drive	Install a traffic signal
		Construct an eastbound and westbound left-turn lane
		Construct an eastbound and westbound right-turn lane
		Construct northbound and southbound right-turn lanes
12	County Road D - Segment	Convert County Road D to a three-lane section between Cleveland Avenue and Fairview Avenue with a continuous center left-turn lane
		Construct a 6' walk south of County Road D
13	Twin Lakes Parkway - Segment	Construct Twin Lakes Parkway as a two-lane roadway with two roundabouts at the intersections with Mount Ridge Road and Prior Avenue
		Construct a 6' walk north and south of Twin Lakes Parkway
14	Prior Avenue (South of Twin Lakes Parkway) - Segment	Reconstruct Prior Avenue to tie in with the future Twin Lakes Parkway
		Install a traffic signal (County Road C/Prior Avenue)
		Construct a southbound right-turn lane
		Construct a southbound through/left-turn lane
		Construct a northbound through lane
		Construct an 8' walk along the curbline to east and west Prior Avenue
15	Prior Avenue (North of Twin Lakes Parkway) - Segment	Construct Prior Avenue to connect Twin Lakes Parkway and County Road C2
		Construct a two-lane roadway
		Construct a 6' walk east and west of Prior Avenue
16	Fairview Avenue - Segment	Convert Fairview Avenue to a three-lane section between County Road C2 and County Road D with a continuous center left-turn lane
		Construct a 6' walk east of Fairview Avenue
17	Iona Lane - Segment	Construct Iona Lane as a two-lane roadway from Cleveland Avenue to Mount Ridge Road
		Construct a northbound right-turn lane on Cleveland Avenue to Iona Lane



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INFRASTRUCTURE IMPROVEMENT LOCATIONS Twin Lakes Infrastructure Improvements City of Roseville

1/15/2009

Figure 2

1
2
3
4 **Standard Agreement for Professional Services**
5 **Twin Lakes Public Improvements**
6 **Feasibility Analysis**
7
8
9
10
11
12
13

14 This Agreement (“Agreement”) is made on the _____ day of December, 2012, between
15 the City of Roseville, a municipal corporation (hereinafter “City”), and SRF Consulting Group,
16 Inc., a Corporation (hereinafter “Consultant”).
17

18 **Preliminary Statement**
19

20 The City has adopted a policy regarding the selection and hiring of consultants to provide a
21 variety of professional services for City projects. That policy requires that persons, firms or
22 corporations providing such services enter into written agreements with the City. The purpose of
23 this Agreement is to set forth the terms and conditions for the performance of professional
24 services by the Consultant.
25

26 The City and Consultant agree as follows:
27

- 28 1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services
29 shown in Exhibit A attached hereto (“Work”) in consideration for the compensation set
30 forth in Provision 3 below. The terms of this Agreement shall take precedence over and
31 supersede any provisions and/or conditions in any proposal submitted by the Consultant.
32
- 33 2. **Term.** The term of this Agreement shall be from January 1, 2013, through December 31,
34 2013, the date of signature by the parties notwithstanding.
35
- 36 3. **Compensation for Services.** The City agrees to pay the Consultant the compensation
37 described in Exhibit A attached hereto for the Work, subject to the following:
38
- 39 A. Any changes in the Work which may result in an increase to the compensation due
40 the Consultant shall require prior written approval of the City. The City will not pay
41 additional compensation for Work that does not have such prior written approval.
42
- 43 B. Third party independent contractors and/or subcontractors may be retained by the
44 Consultant when required by the complex or specialized nature of the Work when
45 authorized in writing by the City. The Consultant shall be responsible for and shall

- 46 pay all costs and expenses payable to such third party contractors unless otherwise
 47 agreed to by the parties in writing.
 48
- 49 4. **City Assistance.** The City agrees to provide the Consultant with the following assistance
 50 concerning the Work to be performed hereunder:
 51
- 52 A. Depending on the nature of the Work, Consultant may from time to time require
 53 access to public and private lands or property. To the extent the City is legally and
 54 reasonably able, the City shall provide access to and make provisions to enable the
 55 Consultant to enter upon public and private land and property as required for the
 56 Consultant to perform and complete the Work.
 57
- 58 B. The City shall furnish the Consultant with a copy of any special standards or criteria
 59 promulgated by the City relating to the Work, including but not limited to design and
 60 construction standards, that is needed by the Consultant in order to prepare for the
 61 performance of the Work.
 62
- 63 C. A person shall be appointed to act as the City's representative with respect to the
 64 Work to be performed under this Agreement. Such representative shall have
 65 authority to transmit instructions, receive information, interpret, and define the City's
 66 policy and decisions with respect to the Work to be performed under this Agreement,
 67 but shall not have the right to enter into contracts or make binding agreements on
 68 behalf of the City with respect to the Work or this Agreement.
 69
- 70 5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an
 71 itemized invoice for Work performed under this Agreement. Invoices submitted shall be
 72 paid in the same manner as other claims made to the City. Invoices shall contain the
 73 following:
 74
- 75 A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each
 76 employee, his or her name, job title, the number of hours worked, rate of pay for each
 77 employee, a computation of amounts due for each employee, and the total amount
 78 due for each project task. The Consultant shall verify all statements submitted for
 79 payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For
 80 reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an
 81 itemized listing and such documentation of such expenses as is reasonably required
 82 by the City. Each invoice shall contain the City's project number and a progress
 83 summary showing the original (or amended) amount of the Agreement, current
 84 billing, past payments and unexpended balance due under the Agreement.
 85
- 86 B. To receive any payment pursuant to this Agreement, the invoice must include the
 87 following statement dated and signed by the Consultant: "I declare under penalty of
 88 perjury that this account, claim, or demand is just and correct and that no part of it has
 89 been paid."
 90
- 91 The payment of invoices shall be subject to the following provisions:

- 92
- 93 A. The City shall have the right to suspend the Work to be performed by the
- 94 Consultant under this Agreement when it deems necessary to protect the City,
- 95 residents of the City or others who are affected by the Work. If any Work to be
- 96 performed by the Consultant is suspended in whole or in part by the City, the
- 97 Consultant shall be paid for any services performed prior to the delivery upon
- 98 Consultant of written notice from the City of such suspension.
- 99
- 100 B. The Consultant shall be reimbursed for services performed by any third party
- 101 independent contractors and/or subcontractors only if the City has authorized the
- 102 retention of and has agreed to pay such persons or entities pursuant to Section 3B
- 103 above.
- 104
- 105 6. **Project Manager and Staffing.** The Consultant has designated Dave Hutton and Craig
- 106 Vaughn ("Project Contacts") to perform and /or supervise the Work, and as the persons
- 107 for the City to contact and communicate with regarding the performance of the Work.
- 108 The Project Contacts shall be assisted by other employees of the Consultant as necessary
- 109 to facilitate the completion of the Work in accordance with the terms and conditions of
- 110 this Agreement. Consultant may not remove or replace Project Contracts without the
- 111 prior approval of the City.
- 112
- 113 7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be
- 114 in accordance with the normal standard of care in Ramsey County, Minnesota, for
- 115 professional services of like kind.
- 116
- 117 8. **Audit Disclosure.** Any reports, information, data and other written documents given to,
- 118 or prepared or assembled by the Consultant under this Agreement which the City requests
- 119 to be kept confidential shall not be made available by the Consultant to any individual or
- 120 organization without the City's prior written approval. The books, records, documents
- 121 and accounting procedures and practices of the Consultant or other parties relevant to this
- 122 Agreement are subject to examination by the City and either the Legislative Auditor or
- 123 the State Auditor for a period of six (6) years after the effective date of this Agreement.
- 124 The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota
- 125 Government Data Practices Act, to the extent the Act is applicable to data, documents,
- 126 and other information in the possession of the Consultant.
- 127
- 128 9. **Termination.** This Agreement may be terminated at any time by the City, with or
- 129 without cause, by delivering to the Consultant at the address of the Consultant set forth
- 130 on page 1, a written notice at least seven (7) days prior to the date of such termination.
- 131 The date of termination shall be stated in the notice. Upon termination the Consultant
- 132 shall be paid for services rendered (and reimbursable expenses incurred if required to be
- 133 paid by the City under this Agreement) by the Consultant through and until the date of
- 134 termination so long as the Consultant is not in default under this Agreement. If however,
- 135 the City terminates the Agreement because the Consultant is in default of its obligations
- 136 under this Agreement, no further payment shall be payable or due to the Consultant
- 137 following the delivery of the termination notice, and the City may, in addition to any

other rights or remedies it may have, retain another consultant to undertake or complete the Work to be performed hereunder.

10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.
13. **Assignment.** The Consultant shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City.
14. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be paid by the City.
15. **Compliance with Laws and Regulations.** The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
16. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
17. **Indemnification.** The Consultant agrees to defend, indemnify and hold the City, its Council, officers, agents and employees harmless from any liability, claims, damages,

costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Consultant, its agents, employees, and/or subcontractors pertaining to the performance of the Work provided pursuant to this Agreement and against all losses by reason of the failure of said Consultant to fully perform, in any respect, all of the Consultant's obligations under this Agreement.

18. **Insurance.**

A. General Liability. Prior to starting the Work, the Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Consultant or by any subcontractor of the Consultant, or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Provision 18 or required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.

B. The Consultant shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability	\$500,000 each accident
(Not needed for	\$500,000 disease policy limit
Minnesota based	\$500,000 disease each employee
Consultant):	
Commercial General Liability:	\$1,000,000 per occurrence
	\$2,000,000 general aggregate
	\$2,000,000 Products – Completed Operations
	Aggregate
	\$100,000 fire legal liability each occurrence
	\$5,000 medical expense
Comprehensive Automobile	
Liability:	\$1,000,000 combined single limit (shall include
	coverage for all owned, hired and non-owned
	vehicles.

C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:

a. Personal injury with Employment Exclusion (if any) deleted;

- 230
231 b. Broad Form Contractual Liability coverage; and
232
233 c. Broad Form Property Damage coverage, including Completed Operations.
234
235
- 236 D. Professional Liability Insurance. The Consultant agrees to provide to the City a
237 certificate evidencing that it has in effect, with an insurance company in good
238 standing and authorized to do business in Minnesota, a professional liability insurance
239 policy. Said policy shall insure payment of damage for liability arising out of the
240 performance of professional services for the City, in the insured's capacity as the
241 Consultant, if such liability is caused by an error, omission, or negligent act of the
242 insured or any person or organization for whom the insured is liable. Said policy
243 shall provide an aggregate limit of \$_____. Said policy shall not name
244 the City as an additional insured.
245
- 246 E. Consultant shall maintain in effect all insurance coverages required under this
247 Provision 18 at Consultant's sole expense and with insurance companies licensed to
248 do business in the state in Minnesota and having a current A.M. Best rating of no less
249 than A-, unless otherwise agreed to by the City in writing. In addition to the
250 requirements stated above, the following applies to the insurance policies required
251 under this Provision:
252
- 253 a. All policies, except the Professional Liability Insurance policy, shall be written on
254 an "occurrence" form ("claims made" and "modified occurrence" forms are not
255 acceptable);
256
- 257 b. All policies, except the Professional Liability Insurance and Worker's
258 Compensation Policies, shall contain a waiver of subrogation naming "the City of
259 Roseville";
260
- 261 c. All policies, except the Professional Liability Insurance and Worker's
262 Compensation Policies, shall name "the City of Roseville" as an additional
263 insured;
264
- 265 d. All policies, except the Professional Liability Insurance and Worker's
266 Compensation Policies, shall insure the defense and indemnify obligations
267 assumed by Consultant under this Agreement; and
268
- 269 e. All policies shall contain a provision that coverages afforded thereunder shall not
270 be canceled or non-renewed or restrictive modifications added, without thirty (30)
271 days prior written notice to the City.
272
- 273 A copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as
274 applicable, which evidences the compliance with this Paragraph 18, must be filed
275 with City prior to the start of Consultant's Work. Such documents evidencing

insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Consultant has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents and receipt thereof shall not relieve Consultant from, nor be deemed a waiver of, City's right to enforce the terms of Consultant's obligations hereunder. City reserves the right to examine any policy provided for under this Provision 18.

- F. If Consultant fails to provide the insurance coverage specified herein, the Consultant will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Consultant, its contractors, subcontractors, agents, employees or delegates. Consultant agrees that this indemnity shall be construed and applied in favor of indemnification. Consultant also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, the City may require Consultant to:

- a. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
- b. Furnish a written acceptance of tender of defense and indemnity from Consultant's insurance company.

Consultant will take the action required by the City within fifteen (15) days of receiving notice from the City.

19. ***Ownership of Documents.*** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

- 322
- 323 20. **Dispute Resolution/Mediation.** Each dispute, claim or controversy arising from or
- 324 related to this Agreement or the relationships which result from this Agreement shall be
- 325 subject to mediation as a condition precedent to initiating arbitration or legal or equitable
- 326 actions by either party. Unless the parties agree otherwise, the mediation shall be in
- 327 accordance with the Commercial Mediation Procedures of the American Arbitration
- 328 Association then currently in effect. A request for mediation shall be filed in writing with
- 329 the American Arbitration Association and the other party. No arbitration or legal or
- 330 equitable action may be instituted for a period of 90 days from the filing of the request
- 331 for mediation unless a longer period of time is provided by agreement of the parties.
- 332 Cost of mediation shall be shared equally between the parties. Mediation shall be held in
- 333 the City of Roseville unless another location is mutually agreed upon by the parties. The
- 334 parties shall memorialize any agreement resulting from the mediation in a Mediated
- 335 Settlement Agreement, which Agreement shall be enforceable as a settlement in any
- 336 court having jurisdiction thereof.
- 337
- 338 21. **Annual Review.** Prior to each anniversary of the date of this Agreement, the City shall
- 339 have the right to conduct a review of the performance of the Work performed by the
- 340 Consultant under this Agreement. The Consultant agrees to cooperate in such review and
- 341 to provide such information as the City may reasonably request. Following each
- 342 performance review the parties shall, if requested by the City, meet and discuss the
- 343 performance of the Consultant relative to the remaining Work to be performed by the
- 344 Consultant under this Agreement.
- 345
- 346 22. **Conflicts.** No salaried officer or employee of the City and no member of the Board of the
- 347 City shall have a financial interest, direct or indirect, in this Agreement. The violation of
- 348 this provision shall render this Agreement void.
- 349
- 350 23. **Governing Law.** This Agreement shall be controlled by the laws of the State of
- 351 Minnesota.
- 352
- 353 24. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which
- 354 shall be considered an original.
- 355
- 356 25. **Severability.** The provisions of this Agreement are severable. If any portion hereof is,
- 357 for any reason, held by a court of competent jurisdiction to be contrary to law, such
- 358 decision shall not affect the remaining provisions of this Agreement.
- 359
- 360 26. **Entire Agreement.** Unless stated otherwise in this Provision 26, the entire agreement of
- 361 the parties is contained in this Agreement. This Agreement supersedes all prior oral
- 362 agreements and negotiations between the parties relating to the subject matter hereof as
- 363 well as any previous agreements presently in effect between the parties relating to the
- 364 subject matter hereof. Any alterations, amendments, deletions, or waivers of the
- 365 provisions of this Agreement shall be valid only when expressed in writing and duly
- 366 signed by the parties, unless otherwise provided herein. The following agreements
- 367 supplement and are a part of this Agreement: None.
- 368

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

Mayor

City Manager

SRF Consulting Group, Inc.

By: _____

Its: _____



November 27, 2012

Ms. Deb Bloom, PE
City Engineer
CITY OF ROSEVILLE
2660 Civic Center Drive
Roseville, MN 55113

SUBJECT: PROPOSAL FOR PROFESSIONAL SERVICES FOR THE
TWIN LAKES FEASIBILITY STUDY PROJECT

Dear Ms. Bloom:

As requested, SRF is pleased to provide this proposal for professional engineering services to prepare a feasibility report for the Twin Lakes Improvement projects. The study will look at the feasibility of constructing the following improvements that were identified in the Twin Lakes AUAR Infrastructure Improvements Study, dated 2011:

- Project Improvement No. 5 – Improvements to the Cleveland Avenue intersection with the Northbound Ramps at I-35W.
- Project Improvement No. 6 – Improvements to the Cleveland Avenue/County Road C2 intersection.
- Project Improvement No. 11 – Improvements to the Fairview Avenue/Terrace Drive intersection.
- Project Improvement No. 13 – The completion of Twin Lakes Parkway from the Prior Avenue roundabout to Fairview Avenue.

The report will generally identify the assessable areas that should be considered and the proposed assessment amounts. The anticipated assessments will be verified by benefit appraisals. There will be a public involvement component of the scope that will present the options and results of the study to property owners prior to taking this to the City Council for consideration.

SCOPE OF SERVICES

Based on discussions with City staff, our project understanding and proposed scope is as follows:

1. Provide day-to-day project management and administration along with project coordination with City staff.
2. Prepare for and attend the following project meetings, and public involvement outreach:
 - a. A project kickoff meeting with staff.
 - b. Up to four (4) meetings with staff to determine the appropriate assessable areas and potential assessment methodologies and amounts for each of the three projects. It is assumed that this will be an iterative process to narrow down the options into those most likely to be supported by staff, Council, property owners and the benefit appraisal test.

www.srfconsulting.com

One Carlson Parkway North, Suite 150 | Minneapolis, MN 55447-4443 | 763.475.0010 Fax: 763.475.2429

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- c. Two (2) public open houses/property owner meetings.
 - d. Two (2) City Council meetings or work sessions.
3. Analyze the four projects to determine the most appropriate assessments for each, using the following process:
- a. Determine the potential assessable areas for each of the projects using the previous traffic analysis for the rate allocation study using the Metropolitan Council regional model and TAZ distribution areas. For budgeting purposes, we have assumed up to three (3) options will be presented to staff for consideration to identify the preferred assessment area.
 - b. Once the assessable areas are determined for each of the projects, the proposed assessments will be calculated based on three (3) alternatives as determined by City staff, possibly using 100 percent assessments, 20 percent assessments (minimum required to sell bonds), and a third option.
 - c. Benefit appraisals will be completed to verify the assessment amounts and to help determine the appropriate methodology for future projects
 - d. Prepare the final assessment rolls to be included in the feasibility report.
 - e. Prepare GIS maps illustrating the assessment areas and property information.
4. Prepare a draft and final feasibility report. The draft report and results will be presented at the public open houses for comment and input from property owners. Upon receiving comments from City staff, a final report will be prepared and presented to the City Council. Up to 20 hard copies of the report will be provided along with an electronic copy.

It is our understanding that the City may or may not proceed with the 429 special assessment processes to actually hold a public hearing and order the improvements, but rather the goal of this project is to establish the assessment methodologies and rates that can be supported by each project and used for future Twin Lakes projects.

ASSUMPTIONS

The following assumptions are made in preparing our scope and fee:

- a. The current land uses outlined in the City's comprehensive plan in the AUAR will be used to determine future traffic projections unless the City provides a different land use plan.
- b. The trip generation amounts provided in the previous infrastructure cost allocation study for the AUAR area will be used to start the analysis, but the benefited areas for the feasibility study will expand beyond the areas used for the AUAR Study.
- c. The City's special assessment policy will be used to establish the basis for the initial assessment amounts in the feasibility report.
- d. That only a sampling (maybe 10-20%) of the parcels in each land use classification will have benefit appraisals done to test the assessment amounts against the increased property values.

PROJECT TEAM

Our Project Manager will be **Dave Hutton, PE**. Dave has over 20 years of working on special assessment related projects in Minnesota and is the former City Engineer of Shakopee and Savage. He will be supported in the area of traffic by **Craig Vaughn, PE** and **Matt Pacyna, PE** who recently worked on the Twin Lakes

AUAR traffic study and cost allocation report. The project principal will be **David Juliff, PE**. Other support staff such as GIS, administrative, etc. will be assigned as needed.

BASIS OF PAYMENT/BUDGET

We propose to be compensated for our work on an hourly basis for the actual time expended and for out-of-pocket expenses at cost in accordance with the Standard Terms and Conditions as outlined in Attachment A.

Other direct project expenses, such as printing, supplies, reproduction, etc., will be billed at cost, and mileage will be billed at the current allowable IRS rate for business miles. Invoices are submitted on a monthly basis for work performed during the previous month. Payment is due within 30 days.

Based on our understanding of the project and our scope of services, we estimate the cost of our services to be \$39,934, which includes both time and expenses. **The detailed task hour budget is attached to this proposal outlining our estimated fee for each task.** We will not exceed this total fee figure without your prior approval.

COST SUMMARY

<u>Task No.</u>	<u>Task Description</u>	<u>Amount</u>
1.0	Project Management/Coordination	\$ 3,520
2.0	Meetings/Public Participation	\$ 7,990
3.0	Assessment Analysis	\$24,096
4.0	Feasibility Report	\$ 3,950
	Direct Expenses	\$ 378
	Total Project Fee:	\$39,934

Note: An appraiser will be added later to prepare benefit appraisals to test the assessment amounts to make sure they are reasonable and defensible. We will work with City staff to mutually select an appraiser and can either add their contract to ours as an amendment or that work can be a direct contract with the City, whichever the City desires.

SCHEDULE

We will proceed with the study as soon as authorized by the City and will complete it within a mutually agreeable schedule. Our assumption is that work will begin in January 2013. It is currently anticipated that the project will be substantially completed by September 1, 2013 but that it might be prudent to use December 31, 2013 as the contract completion date to allow for additional time for public input or City Council discussion and deliberations on the feasibility report.

CHANGES IN THE SCOPE OF SERVICES

It is understood that if the scope or extent of work changes, our fees will be adjusted accordingly. Before any out-of-scope work is initiated, however, we will submit a budget request for the new work and will not begin work until we receive authorization from you.

STANDARD TERMS AND CONDITIONS

The attached Standard Terms and Conditions (Attachment A), together with this proposal for professional services, constitute the entire agreement between the City of Roseville and SRF Consulting Group, Inc. and supersede all prior written or oral understandings. This agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument.

ACCEPTANCE/NOTICE TO PROCEED

A signed copy of this proposal mailed or emailed to our office, will serve as acceptance of this proposal and our notice to proceed. The email address is: dhutton@srfconsulting.com.

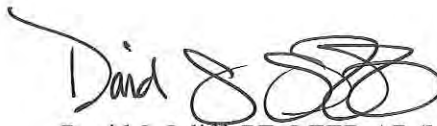
We sincerely appreciate the opportunity to continue to provide engineering services to the City of Roseville. If you have any questions or need additional information, please feel free to contact us.

Sincerely,

SRF CONSULTING GROUP, INC.



Dave Hutton, PE (MN WI)
Senior Associate



David J. Juliff, PE, LEED AP (MN WI)
Principal

DEH/DJJ/gjd

Attachment: Attachment A: Standard Terms and Conditions
Detailed Work Task Estimate

APPROVED:

(Signature)

Name _____

Title _____

Date _____

This cost proposal is valid for a period of 90 days. SRF reserves the right to adjust its cost estimate after 90 days from the date of this proposal.

SRF No. P12774

CLIENT: City of Roseville

CONSULTANT: SRF CONSULTING GROUP, INC.
SUBCONSULTANT:

PROJECT: Twin Lakes Improvements Feasibility Study

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF.	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
1.0	Project Management/Coordination									
1.1	Overall project management of internal SRF team, miscellaneous communications with City staff, emails, etc., reviewing invoices, providing status update and generally all work not associated with any other specific tasks below.	2	6	0	0	0	0	0	8	
1.2	Providing QA/QC services on all final deliverables.	6	4	0	0	0	0	0	10	
1.3	Data Collection - obtain all city information necessary to complete the study including special assessment policies, property information, GIS maps, etc.	0	2	2	0	0	0	0	4	
	SUBTOTAL - TASK 1	8	12	2	0	0	0	0	22	\$3,520
2.0	Project Meetings and Public Participation									
2.1	Conduct Project kickoff meeting with staff	0	3	6	0	0	0	0	9	
2.2	Conduct up to four (4) staff meetings to review data developed in tasks 3.1, 3.2 and 3.3 regarding the reiterative process for establishing the assessment areas and amounts.	0	12	16	0	0	0	0	28	
2.3	Conduct two open house/property owner meetings. One meeting will be held at the beginning of the project to explain the process and steps the City will be using to complete the feasibility study. The other meeting will be scheduled when the draft report is done and the results of the assessment analysis in section 3.0 are completed.	2	8	8	0	0	0	0	18	
2.4	Attend up to two City Council meetings or work sessions, one of which will be to present the results of the study and assessment analysis. The other meeting will be at City staff discretion.	0	6	0	0	0	0	0	6	
	SUBTOTAL - TASK 2	2	29	30	0	0	0	0	61	\$7,990

CLIENT: City of Roseville

CONSULTANT: SRF CONSULTING GROUP, INC.
SUBCONSULTANT:

PROJECT: Twin Lakes Improvements Feasibility Study

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
3.0	Assessment Analysis									
3.1	Update the project costs. For this study, it is assumed that the four projects being considered are project #'s 5, 6, 11 and 13 as identified in the <i>Infrastructure Improvements for the Twin Lakes AUAR Area</i> document dated October 2011..	0	2	0	4	16	0	0	22	
3.2	Determine the potential assessable areas for each of the four projects, which may be different for each project. The MetCouncil Regional Model will be used as the basis to develop each project area and will be refined based on engineering judgment, if necessary. The model will also identify the directional distribution for each TAZ.	2	8	16	10	40	4	0	80	
3.3	Calculate the assessment amounts for each of the four projects using the areas identified in <i>Task 3.2</i> . The assessment amounts will be determined based on the appropriate vehicular trips distributed through each of the improvement areas. This will indicate the proportional contribution of each parcel. Up to three assessment options will be analyzed - 100 percent of the project costs, 20 percent (minimum needed to sell SA bonds) and a third percentage to be determined with City Staff.	2	4	28	0	72	12	0	118	
3.4	Obtain benefit appraisals to test the methodologies and verify the assessment amounts proposed. A sub consultant will be brought in for this task at a later date. These hours are for SRF coordination and managing the sub consultant.	0	4	4	0	0	0	0	8	
3.5	Prepare the final assessment rolls for the feasibility report.	0	2	4	0	8	0	0	14	
3.6	Preparing GIS maps for the feasibility report for all options.	0	0	2	0	0	16	0	18	
	SUBTOTAL - TASK 3	4	20	54	14	136	32	0	260	\$24,096
4.0	Feasibility Report									
4.1	Prepare the draft feasibility report for City staff review and comment. It is proposed that one of the open houses would be to present the results of the feasibility report prior to submitting it to the City Council for consideration.	1	4	12	0	0	0	8	25	

CLIENT: City of Roseville

CONSULTANT: SRF CONSULTING GROUP, INC.
SUBCONSULTANT:

PROJECT: Twin Lakes Improvements Feasibility Study

***** ESTIMATED PERSON-HOURS *****

TASK NO.	WORK TASK DESCRIPTION	PRINCIPAL	SR. ASSOC.	ASSOCIATE	SR. PROF	PROF.	TECHNICAL	CLERICAL	TOTALS	ESTIMATED FEE
4.2	Upon receipt of all City comments, prepare the final feasibility report. SRF will provide up to 20 bound, hard copies along with an electronic copy of the final report.	1	2	4	0	0	0	8	15	
		0	0	0	0	0	0	0	0	
	SUBTOTAL - TASK 4	2	6	16	0	0	0	16	40	\$3,950
	TOTAL ESTIMATED PERSON HOURS	16	67	102	14	136	32	16	383	
	AVERAGE HOURLY BILLING RATES	\$175	\$160	\$100	\$90	\$80	\$83	\$65		
	ESTIMATED LABOR AND OVERHEAD	\$2,800	\$10,720	\$10,200	\$1,260	\$10,880	\$2,656	\$1,040		\$39,556
	ESTIMATED DIRECT NON-SALARY EXPENSES									\$378
	TOTAL ESTIMATED FEE									\$39,934 =====

ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:	Personal Vehicles	500	Miles @	\$0.555	\$278
REPRODUCTION:	Copies - plans, report	1000	Copies @	\$0.10	\$100
	Bond Prints	0	Prints @	\$6.00	\$0
	Mylar Prints	0	Prints @	\$12.00	\$0
PRINTING:					\$0
SUPPLIES:					\$0
COMMUNICATIONS:	Mail, Express, Etc.				\$0
	Cell Phone Charges	0	Minutes @	\$0.30	\$0
SUBCONSULTANTS:	Dan Dwyer will be brought in later to do benefit appraisals. No fee is included in this proposal for now.				\$0
ESTIMATED DIRECT NON-SALARY EXPENSES					\$378 =====

REQUEST FOR COUNCIL ACTION

Date: 12/03/12

Item No.: 12.h

Department Approval

City Manager Approval



Item Description: Approve City Manager's Appointment and Authorize City Manager to
Enter into a Contract with Selected Firm to Provide Civil Legal Services

BACKGROUND

The City of Roseville retains outside firms or individuals to provide professional services in many areas including: Legal; Appraisal; Planning and Landscape Design; Audit; and Engineering, Architectural and Environmental.

On October 22 the Roseville City Council approved a Professional Services Policy including Exhibit, A to ensure consistent criteria and processes are used when obtaining the 'Best Overall Value' on professional services. On November 19 the Council designated Mayor Roe to represent the City Council in the evaluation and interview process for the Civil Attorney services.

Process

City Staff issued a Request for Proposal (RFP) on October 29 and held a pre-proposal meeting for interested firms on November 5. Four proposals were submitted on November 16 and an evaluation team comprised of Mayor Roe, Department Heads, and three City Staff, certified in the best value procurement process, evaluated each proposal.

Through the Best Overall Value Process (BVP), firms are thoroughly reviewed in as fair and objective a manner as possible. Some components of the BVP process that are unique and help to retain a very high level of objectivity and consistency include:

- ☐ All electronic communications/transmittals including documents with uniform formats
- ☐ Respondents identified by assigned code – subsequent reviews, ratings and scoring is done anonymously. A central contact is used to maintain total confidentiality of proposers
- ☐ Includes a Schedule of Events – including deadlines for questions pertaining to the process
- ☐ Required attendance at Pre-proposal Meeting to review the process in advance and to answer any questions
- ☐ Survey of Past Performance by clientele

☐ Evaluation Criteria for background and qualifications and scoring by evaluation teams

☐ Relative rating of proposed fees

All firms received identical information in identical format. The RFP stated the guidelines to submit documentation in such a manner to ensure a fair comparison between proposals. They were also given clear guidelines of what to include in the RFP, including a list of categories of service to be included in the retainer. For the Civil Legal Services, the City required an all-inclusive retainer except for arbitration and litigation. This provides for a fair comparison of services and costs, ensures budgetary stability and promotes staff confidence. Proposals were evaluated and a weighted value assigned for:

Fees (35%)

Past Performance (5%)

Background and Qualifications (20%)

Risk Assessment – Value Added (5%)

Project Capability (10%)

Interviews (25%)

In addition, at the conclusion of the process, the City can negotiate with the selected firm if we choose to change the menu of retainer covered services.

Pursuant to MN Statute 412.651, Subd. 3, the City Manager shall appoint the City Attorney(s). The appointment is subject to the approval of the Council.

Following Thursday's interviews, and the BVP process, the City Manager will report to the Council at the December 3 meeting.

POLICY OBJECTIVE

To utilize an objective, fair, thoughtful and thorough method of selecting and retaining professional services consistent with the Professional Services Policy.

BUDGET IMPLICATIONS

The proposed fees for the Civil Legal Services will be subject to negotiation, with a maximum "not-to-exceed" expense comparable to current expense levels.

STAFF RECOMMENDATION

Approve the City Manager's appointment of a selected City Attorney.

REQUESTED COUNCIL ACTION

Approve the City Manager appointment of, and authorize the City Manager to negotiate an acceptable contract for City Attorney services with selected firm.

Prepared by: William J. Malinen, City Manager
Attachments: A: Professional Services Policy
B: RFP for Civil Legal Services

Adopted 8/17/09

CITY OF ROSEVILLE

Professional Services Policy

Background

The City of Roseville retains outside firms or individuals to provide professional services in many areas, including:

1. Legal (Prosecution, Civil, Economic Development, and Bond Counsel)
2. Appraisal
3. Planning and Landscape Design
4. Audit
5. Engineering, Architectural, and Environmental

The City enters into professional services contracts for specific projects or services, for a specific period of time.

Purpose

The City of Roseville has determined that it is good public policy to utilize a method of selecting and retaining professional services in order to:

1. Ensure Citywide consistency in the process of selecting and retaining professional services.
2. Ensure public confidence in process integrity by providing maximum transparency and avoiding long-term relationships that are insulated from the economic market forces of open competition.
3. Ensure that the City obtains the best overall value for its investment when retaining professional services.
4. Ensure a regular, consistent fiscal review of professional services.

Policy

Contracts for professional services shall be for terms of not more than three (3) years. Multi-year contracts shall not be renewed at their expiration, except as a result of a competitive selection process consistent with this policy, unless this requirement is waived by a vote of the City Council.

Multi-year contracts shall include an annual performance review to ensure that the purposes of the contract are being met with reporting of results to the City Council. All contracts shall, by their terms, allow the City to terminate the contract prior to completion if the City determines that the contract does not continue to serve the City's purposes.

Selection of firms shall be through a competitive process, using a "best overall value" (Appendix A) approach whenever applicable and appropriate.

All professional services contracts shall be approved by the City Council.

The City Council should be represented in the interviews and evaluation of candidate firms for Civil Attorney services, including the determination of evaluation criteria.

Firms selected to provide professional services to the City of Roseville:

1. Will avoid any conflicts of interest and commit to the principles of the Professional Code of Ethics for their profession and the City of Roseville Code of Ethics for Public Officials.
2. Will conduct their business through designated Roseville City staff as approved by the City Manager.
3. Will not represent any individual or corporation involved in litigation against the City of Roseville.
4. Will comply with all applicable state and federal laws and local ordinances.

BEST OVERALL VALUE SELECTION PROCESS

GENERAL GUIDELINES

The Guidelines listed below should serve to provide uniformity to the Best Overall Value Selection Process. The City solicits contracts for a variety of services and a level of discretion is necessary; however, the following guidelines should be followed to maintain the integrity of the Best Overall Value process.

I. Evaluation Groups

The City Manager shall approve the evaluation group comprised of staff with direct involvement with the services being sought. Most evaluation groups will consist of a Department Head, Project Leader, and two or three users of the service each member's ratings will be weighed equally.

II. Criteria

Each Evaluation Group shall use the same criteria for evaluating proposals. The proposals that score the highest based on the first five (5) criteria below will receive an interview. The Evaluation Group will determine, prior to the solicitation of proposals, the weight of each criterion according to the services being sought. *For all contracts, Overall Cost will be weighted at a minimum of 30% of the total points awarded.

Evaluation of the first five (5) criteria will be an individual and blind process.

The six (6) criteria for evaluating Best Value are:

Cost – Scores will be objectively determined administratively based on a consistently applied standard formula or approach.

Past Performance Information

Project Capability

Risk Assessment

Value Added

Interview

III. Rank

Best Overall Value looks at the quality of responses and determines whether or not the response is dominant. Proposals with dominant responses will rank higher. Rank will be determined using a combination of the score of each proposal and performance in the interview. The contract will be awarded to the proposal ranking the highest.

IV. Reporting

For each professional services contract brought to the City Council for approval, a standardized summary of the scorings and rankings will be provided.



REQUEST FOR STATEMENT of QUALIFICATIONS and PROPOSAL

LEGAL SERVICES
for
CIVIL ATTORNEY

October 2012

City of Roseville
REQUEST FOR STATEMENT OF QUALIFICATIONS and PROPOSAL
LEGAL SERVICES
for
CIVIL ATTORNEY

October 2012

INTRODUCTION

The City is seeking to hire a firm to provide Legal Services for Civil Attorney for a three-year period. This Request for Statement of Qualifications and Proposal describes the qualifications, legal service requirements and the process for selecting the firm to be awarded the contract.

REQUIRED PRE-PROPOSAL MEETING

Respondents are required to attend a Pre-proposal Meeting on the date noted in the Tentative Schedule of Events in the Council Chambers of Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota. The purpose of the Pre-proposal Meeting is to review the RFP process and will include a question and answer session. Note: Respondents will be asked to sign a consent form for disclosure of respondent information at this meeting.

INQUIRIES

The person designated below shall be the only contact for all inquiries regarding any aspect of this process and its requirements. Questions will be accepted until the date specified in the Tentative Schedule of Events. All questions or inquiries should be sent via email. Do not contact any other employee or representative regarding this RFP unless specifically indicated or instructed to do so in writing by the designated contact below:

Kari Collins
kari.collins@ci.roseville.mn.us

SUBMITTAL GUIDELINES

Email a pdf of the signed Proposal
Subject: "Statement of Qualifications and Proposal for Legal Services for Civil Attorney" to:
kari.collins@ci.roseville.mn.us

Note - proposal will include:

- o Signed Respondent Proposal (Attachment A)
- o Signed Respondent Offer - Signature and Certification Form (Attachment B)
- o Signed Client Surveys of Past Performance (Attachment C-2)
- o Reference List (Attachment D)
- o Copy of \$1M (minimum) Malpractice/Liability Insurance Coverage Certificate

Do not submit copies to any other person or location - late proposals will NOT be considered.

PROPOSALS MUST BE RECEIVED BY
3:30 p.m. CST – Friday, November 16, 2012

Table of Contents

	Page
I. Overview of the RFP Process and General Instructions	4
II. Civil Attorney Legal Services Requirements	8
III. Instructions and Examples	10

Attachments

	Page
Attachment A: Respondent Proposal	12
Attachment B: Respondent Offer - Signature and Certification Form	13
Attachment C-1: Guide to Preparing Reference List and Survey of Past Performance Forms	14
Attachment C-2: Survey of Past Performance	15
Attachment D: Reference List	17
Attachment E: Firm Background and Qualifications	18
Attachment F-1: Risk Assessment - Value Added	20
Attachment F-2: Risk Assessment - Value Added	21
Attachment G: Project Capability Plan	22
Attachment H: Contract Terms and Conditions	23

I.
OVERVIEW OF PROCESS
AND GENERAL INSTRUCTIONS

Carefully read the information contained in this RFP and email a complete response to all requirements, specifications and directions.

REQUIRED PRE-PROPOSAL MEETING

- Respondents are required to attend a Pre-proposal Meeting on the date noted in the Tentative Schedule of Events at Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota. The RFP process will be reviewed followed by a question and answer session. Respondents will be asked to sign a consent form for disclosure of respondent information at this meeting.

QUESTIONS AND INQUIRIES

- Questions will be answered about the RFP at the Pre-proposal Meeting, and by email to the designated contact for the RFP until the date noted in the Tentative Schedule of Events. Responses to written questions which involve an interpretation or change to this RFP will be issued in writing by addendum and e-mailed to all parties recorded by the City as having received a copy of this RFP and attended the Proposal Meeting. All such addenda issued by the City prior to the time that proposals are received shall be considered part of the RFP.
- Only additional information provided by formal written addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect.

TENTATIVE SCHEDULE OF EVENTS

- Be advised that these dates are subject to change as the City deems necessary.

RFP Issue Date:	October 29
Required Pre-proposal Meeting:	2:30 p.m., November 5
Questions accepted about the RFP until:	November 14
Proposals Due:	3:30 p.m., November 16
Interviews:	November 29 & 30
Council Meeting Date of Award:	December 10

EVALUATION CRITERIA

- The Respondent selected for an award will be the Respondent whose proposal is responsive, responsible and the most advantageous to the City, as determined by the City in its sole discretion. The City intends to award a contract, subject to the terms of this RFP, to the best overall valued firm. Firms will be prioritized based on fees, past performance, interview of the firm, current performance capability, risk assessment and value added, and other criteria as outlined in this document. The City anticipates that all firms will have a fair and reasonable opportunity to provide service.

- Evaluation criteria will be weighed according to the following categories:

CATEGORY	WEIGHT	CRITERIA
Fees	35%	Proposal (Attachment A)
Past Performance	5%	Surveys of Past Performance (Attachment C2)
Interview	25%	
Background and Qualifications	20%	Background/Qualifications (Attachment E)
Risk Assessment -Value Added	5%	Background/Qualifications (Item #12, Attachment E)
Project Capability	10%	Attachment F

- The City reserves the right to add/delete/modify criteria or times, via an addendum, if it is in the City's best interest, as determined by the City in its sole discretion.

ISSUANCE OF RFP AND AWARD PROCESS

- Issuance of this RFP does not compel the City to award a contract. The City reserves the right to reject any or all proposals wholly or in part and to waive any technicalities, informalities, or irregularities in any proposal at its sole option and discretion. The City reserves the right to request clarification or additional information. The City reserves the right to award a contract or to re-solicit proposals or to temporarily or permanently abandon the procurement.

PROPOSAL SUBMISSION

- Email a pdf of the signed Proposal, clearly stating the Subject:
"Statement of Qualifications and Proposal for Legal Services for Civil Attorney" to:

kari.collins@ci.roseville.mn.us

Do not submit proposals to any other person or location by any other method.

Note: Proposal will include:

- o **Signed** Respondent Proposal (Attachment A)
- o **Signed** Respondent Offer - Signature and Certification Form (Attachment B)
- o **Signed** Client Surveys of Past Performance (Attachment C-2)
- o Reference List (Attachment D)
- o Copy of \$1M (minimum) Malpractice/Liability Insurance Coverage Certificate

**PROPOSALS MUST BE RECEIVED BY
3:30 p.m. CST – Friday, November 16, 2012**

- **LATE SUBMISSION:** Late submissions will not be considered.
- **UNSIGNED SUBMISSIONS:** The Respondent's Proposal (Attachment A) and Offer Signature and Certification Form (Attachment B) must be signed by an authorized representative of your company. Unsigned submissions WILL NOT be considered.

OWNERSHIP OF PROPOSAL

- All materials submitted in response to this request become the property of the City and may become a part of any resulting contract. Award or rejection of a proposal does not affect this right.

RELEASE OF CLAIMS, LIABILITY, AND PREPARATION EXPENSES

- Under no circumstances shall the City be responsible for any proposal preparation expenses, submission costs, or any other expenses, costs, or damages of whatever nature incurred as the result of a Respondent's participation in this RFP process. The Respondent understands and agrees that it submits its proposal at its own risk and expense, and releases the City from any claim or damages or other liability arising out of the RFP and award process.

DURATION OF RESPONDENT'S OFFER

- The proposal constitutes an offer by the Respondent that shall remain open and irrevocable for the period specified on the Proposal (Attachment A) and Respondent's Offer – Signature and Certification Form (Attachment B).

ERRORS IN PROPOSALS

- The City shall not be liable for any errors in the Respondent's proposal. No modifications to the proposal shall be accepted from the Respondent after the Submittal Date and Time. The Respondent is responsible for careful review of its entire proposal to ensure that all information is correct and complete. Respondents are responsible for all errors or omissions contained in their proposals.

WITHDRAWING PROPOSALS

- Respondents may withdraw their proposal at any time prior to the Submittal Date and Time by submitting a written request to the Contact for RFP Inquiries indicated on the Submittal Guidelines Page (Page 2). The written request must be signed by an authorized representative of the Respondent. The respondent may submit another proposal at any time prior to the Submittal Date and Time. No proposal may be withdrawn after the Submittal Date and Time without approval by the City. Such approval shall be based on the Respondent's submittal, in writing, of a reason acceptable to the City in its sole discretion.

ADDENDUMS

- The City reserves the right to issue an addendum to the RFP at any time for any reason. If any addenda are issued such addenda shall be issued by the City prior to the time that proposals are received and shall be considered part of the RFP.

INTERVIEW

- Finalists will be required to participate in an interview on the date specified in the Tentative Schedule of Events. Each Respondent should be prepared to discuss and substantiate any area of its proposal, its own proposals for the services required, and any other area of interest relevant to its proposal.

RESPONSIBLE PROPOSERS (RESPONDENTS)

- The City reserves the right to award project contracts only to the responsible respondents. Responsible respondents are defined as firms that meet the requirements of this RFP and demonstrate the financial ability, resources, skills, capability, willingness, and business integrity necessary to perform the contract. The City's determination of whether a Respondent is a responsible respondent is at the City's sole discretion.

NOTIFICATION OF AWARD

- If the City makes an award as a result of this RFP process, the City will deliver to the selected Respondent a notice of selection. The resulting legal services contract shall consist of (but not limited to):
 - a. The terms, conditions, specifications, and requirements of this RFP and its attachments;
 - b. Any addenda issued by the City pursuant to this RFP;
 - c. All representations (including, but not limited to, representations as to performance, and financial terms) made by the Respondent in its proposal and during any interview(s), or meeting(s) with the City;
 - d. Any mutually agreed upon written modifications to the terms, conditions, specifications, and requirements to this RFP or to the proposal; and
 - e. Annual performance evaluation criteria.

II.

LEGAL SERVICE REQUIREMENTS

CIVIL ATTORNEY

The firm will be expected to perform all requirements listed in this proposal. Following are the minimum requirements to be included in the retainer:

1. Attend all City Council meetings (generally three per month) and other City Board, Commission or Committee meetings as requested by the City Council or City Manager.
2. Draft and review ordinances, resolutions, and correspondence, as requested.
3. Review selected Council and Planning Commission agenda items and minutes.
4. Advise Mayor, Council Members, City Manager, Department Heads and other staff on City legal matters.
5. Prepare and/or review municipal contracts, such as contracts for public improvements, joint powers of agreements, construction, and purchase of equipment.
6. Represent City in matters related to the enforcement of City building and zoning codes.
7. Research and submit legal opinions on municipal or other legal matters, as requested by City Council or City Manager.
8. Meet with the City Council, City Manager, Department Heads and City Staff, as needed, to review Council agenda items, and the status of all legal matters before the City.
9. Hold office hours at City Hall one morning or afternoon each week.
10. Provide legal briefings as requested to City Council and Staff regarding new or proposed legislation or new court cases affecting municipal operations and activities.
11. Upon request, provide written update on new State or Federal legislation or judicial decisions impacting the City and suggested action or changes in operations or procedures to assure compliance.
12. Provide advice on open meeting law, data practice, records retention and privacy issues.
13. Provide advice on and represent the City in employment, workers' compensation and labor relations issues, including negotiations, administrative hearings and mediation, but excluding arbitration and litigation.
14. Interpret, advise and provide training with respect to municipal employment matters including but not limited to PERA, labor agreements, personnel policy, FLSA, Veterans' Preference, and unemployment compensation.

15. At the City's discretion (as well as the discretion of any insurance company providing coverage), represent the City in matters related to, but not limited to, human rights claims; condemnation; and permits and administrative actions; excluding litigation.
16. In coordination with other attorneys representing the City on a case-by-case or project-by-project basis, review financing arrangements, special assessments, bonds and insurance requirements required by or for City contracts or activities, and interpret and advise the City regarding State land use statutes and regulations and City Code provisions.
17. Provide advice on and represent the City in the acquisition of real property for public purposes (public improvements, easements, parks, etc.), excluding condemnation proceedings.
18. Prepare and review the following: Conditional Use Permits and Documentation; Vacation of Rights-of-Way; and other land use approval documents.
19. Issue formal and informal advisory Ethics opinions, and assist the Roseville Ethics Commission, City Council and City Staff in matters related to the City Ethics Code, including providing training.

III.

INSTRUCTIONS AND EXAMPLES

CREATING AND SUBMITTING PAST PERFORMANCE SURVEY

1. All firms must create a list of clients that will evaluate their past performance. This will be referred to as a “Reference List”.
2. The Reference List should include the firm’s past and present clients. Credit will be given to firms with more high performing surveys from different individuals.
3. The maximum number of client references that will be given credit for is twenty-five for each firm. The minimum number client references that will be given credit for is one.
4. The Reference List must include the following:
(If you do not submit all required information, there will be no credit given for the reference.)

SURVEY ID CODE	A unique, City assigned number for each client
CLIENT NAME	Name of the firm
MAILING ADDRESS	Current mailing address of the firm
CONTACT NAME	Name of the person who will answer customer satisfaction questions.
PHONE NUMBER	Current phone number for the reference (including area code).
EMAIL ADDRESS	Current e-mail address for person who will answer customer satisfaction questions

The data in the reference list must be complete, accurate and submitted in complete form.
(The format of the file is shown below – See Attachment D)

SURVEY ID CODE City Assigned	CLIENT NAME	MAILING ADDRESS	CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS
1	City of _____	111 Main Street City State 55555	Ben Johnson	651-111-1111	Cityof@city.com
2	City of _____	222 Main Street Oakdale MN 55222	Sam Brown	651-222-2222	Cityof@city.com
3	City of _____	333 Main Street Stillwater MN 55333	Jim Freed	651-333-3333	Cityof@city.com

The firm is responsible for verifying that their information is accurate prior to submission.

The reference list must contain different clients.

PREPARING THE SURVEYS

- a. After a “Reference List” is completed, the firm will be required to:
 - a. Prepare a Survey of Past Performance for each of their clients (on the reference list)
 - b. Send the Survey to their clients
 - c. Receive the Surveys from their clients
 - d. Submit the completed Surveys with their RFP to the City of Roseville
- b. The Firm should also modify the return information at the bottom of the survey with a contact person and an accurate e-mail address. Remember, the survey will be sent from your client to your firm (so you must enter a valid e-mail address).
- c. All returned surveys MUST be evaluated and signed by the client. If a survey is not signed, it will NOT be counted.
- d. Each firm is responsible for making sure that their clients receive the survey, complete the survey, and return the survey back to the firm.
- e. All of the returned surveys must be packaged together and submitted with your RFP. The scores of the submitted surveys will be used to compile the average Past Performance Information.
- f. The City of Roseville may contact the reference for additional information or to clarify survey data. If the reference cannot be contacted, the survey will be deleted and no credit given for that reference.

Attachment A
RESPONDENT PROPOSAL
2013 – 2015 CONTRACT

The firm hereby proposes to provide legal services as specified at the rates shown below. Proposals may not be withdrawn within 90 days after the deadline for submission.

Retainer:	Per Year
Months 1-12	\$
Months 13-24	\$
Months 25-36	\$

Non-Retainer	Per Hour
Months 1-12	\$
Months 13-24	\$
Months 25-36	\$

Paralegal/Law Clerk	Per Hour
Months 1-12	\$
Months 13-24	\$
Months 25-36	\$

Other Fees Charged:

Retainer and Non-Retainer Billing Practices:

Percentage of an hour billed: _____%

Percentage of an hour charged for a phone call where only voicemail is left: _____%

Typical percentage of an hour charged for a three minute phone call: _____%

Process for challenging bills:

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Firm:

Contact:

Telephone:

E-mail:

Address:

City/State/Zip:

Authorized Signature

X_____ Date _____

Name and Title:

Attachment B

RESPONDENT OFFER – SIGNATURE AND CERTIFICATION FORM

The undersigned has carefully examined all instructions, requirements, specifications, terms and conditions of this RFP; understands all instructions, requirements, specifications, terms and conditions of this RFP; and hereby offers and proposes to furnish the services described herein at the prices quoted in the Respondent's Proposal, and in accordance with the requirements, specifications, terms and conditions of this RFP.

The Respondent also certifies:

1. Its proposal is a valid and irrevocable offer for the City's acceptance for a minimum of 90 days from the Submittal Date and Time shown in the Submittal Guidelines (Page 2) of this RFP to allow time for evaluation, negotiation, selection, and any unforeseen delays, and that its proposal, if accepted, shall remain valid for the life of the contract.
2. It is a reputable firm engaged in providing legal services necessary to meet the requirements, specifications, and terms and conditions of this RFP.
3. It has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the requirements, specifications, and accepts all terms and conditions of this RFP.
4. It is aware of, is fully informed about, and is in full compliance with all applicable federal, state, and local laws, rules, regulations, and ordinances.
5. All statements, information, and representations prepared and submitted in response to this RFP are current, complete, true, and accurate. The Respondent acknowledges that the City will rely on such statements, information, and representations in selecting the successful Respondent.
6. It is not currently debarred or suspended from doing business with the Federal Government, the State of Minnesota, the City of Roseville, or any of their respective agencies.
7. It shall be bound by all statements, representations, and guarantees made in its proposal, including but not limited to, representations as to performance, and financial terms.
8. Submission of a proposal indicates the Respondent's recognition that some subjective judgments may be made by the City as part of the evaluation.

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Authorized Signature: **X**

Name (type or print):

Title (type or print):

Date:

Attachment C-1
GUIDE TO PREPARING
REFERENCE LIST
and
SURVEY of PAST PERFORMANCE
FORMS

OVERVIEW

The City of Roseville is implementing a process for Request for Proposals that collects past performance of firms and their key personnel. This information will be used to assist the City in selecting the best overall valued firm for Civil Attorney.

To assist the City in identifying the highest past performance of a firm, the following process will be used:

1. The firm will prepare a Reference List of clients that will be sent a Survey of Past Performance.
2. The firm will prepare Surveys of Past Performance and send to their past and present clients.
3. The clients will complete the Survey of Past Performance and send back to the firm.
4. The firm will compile all of the Surveys of Past Performance and submit the surveys and Reference List with their RFP.
5. The ratings will then be averaged together to obtain the firm's past performance rating.

Attachment C-2
SURVEY of PAST PERFORMANCE

To: _____ Survey ID Code: _____
(Client) (Name of person completing survey) (City Assigned)

Phone: _____ Email: _____

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Subject: Past Performance of:

(Name of Firm)

(Name of Individuals)

The City of Roseville is implementing a process for Request for Proposals that collects past performance of firms and their key personnel. The firm/individual listed above has listed you as a client for whom they have provided legal service. We would appreciate your taking the time to complete this survey. Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, please write "not applicable."

	CRITERIA	OVERALL RATING (1-10)
1.	Analysis - o Critical issues are typically and appropriately identified. - o Questions are clearly answered. - o The analysis identifies other related issues implicated in the question asked, even if not directly identified by the original request for advice.	
2.	Advice - o Advice is practical and not merely theoretical. - o Advice is politically astute. - o Advice is legally accurate, as evidenced by it being upheld by the Courts upon challenge. - o Advice is proactive – it identifies City issues in Code interpretation and/or missing authority.	
3.	Written Product - o Product is easily read. - o Issues are correctly identified and the answers are easily discerned from the letter/opinion. - o The length of the response is appropriate to the question asked.	
4.	Timeliness of Response o Responses are provided to meet client needs.	

CRITERIA

OVERALL RATING (1-10)

- | | | |
|-----|---|--|
| 5. | Cost of Retainer Work <ul style="list-style-type: none">o Monthly billings are received against the retainer.o Billings appropriately reflect what was done and by whom.o Billed amounts are appropriate for the complexity of the task.o Billings do not show charges for more than one attorney at meetings or doing research on the same topic.o The Attorney provides savings to the client by sharing its advice generated for another client. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |
| 6. | Cost of Non-Retainer Work <ul style="list-style-type: none">o Cost is appropriate to the product.o There is an appropriate use of lower rate associates.o Monthly non-retainer billings appropriately reflect what was done and by whom.o Billed amounts are appropriate for the complexity of the task.o Billings do not show charges for more than one attorney at meetings or doing research on the same topic.o The Attorney provides savings to the client by sharing its advice generated for another client. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |
| 7. | Attitude <ul style="list-style-type: none">o There is team spirit attitude.o There is a willingness to meet short timelines without complaint.o The firm establishes and maintains an image of the City to the community that represents service, vitality and professionalism. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |
| 8. | Public Presence <ul style="list-style-type: none">o Participation in meetings with outsiders is handled properly.o Demeanor and persona at Council/Commission meetings is proper.o The amount of participation at Council/Commission meetings is appropriate and within levels of expectation.o Advice in meetings stays within the bounds of legal advice and does not stray into policy matters. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |
| 9. | Relationship with City Staff <ul style="list-style-type: none">o There is effective communication, both verbal and written with City Staff.o The firm maintains availability.o The firm organizes materials for presentations, either verbally or written, in the most concise, clear and comprehensive manner possible. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |
| 10. | Intergovernmental Relations <ul style="list-style-type: none">o There is awareness of developments and plans of other jurisdictions that may relate to or affect City government.o The City Attorney maintains knowledge of new federal and state laws and proposed legislation in relation to City services, and assists with development of city policies in response to such changes. | <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> |

Authorized Signature: X

Date:

Please return this survey to:

Please return by:

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Attachment D
REFERENCE LIST

SURVEY ID CODE City Assigned	CLIENT NAME	MAILING ADDRESS	CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS

Attachment E
FIRM BACKGROUND AND QUALIFICATIONS

1. Number of attorneys, including number of partners and associates and areas of specialty:

2. Support personnel - number and expertise:

3. Current office operating system, PC or Mac?

Maximum size of email attachments accepted?

If a legal document such as a Memorandum of Understanding is modified during the course of council discussion. What would you do to provide a revised document to members before the Council votes on the revised document?

4. Statement of any malpractice claims and/or ethics complaints taken against your firm or firm's attorney(s) over the last five years and the status or outcomes of such action. Indicate whether any action is pending or is currently under review by the State Ethics Board:

5. Total of 2011 billings for municipal work as a percentage of total 2011 billings:

6. Description of malpractice/liability insurance coverage:
Note: Copy of Certificate (\$1M minimum) required with RFP

Carrier

Limits

Exemptions

7. Background information of the specific attorney who will serve as the lead attorney and provide information as requested.

Academic training and degrees:

Description of background and experience:

Description of prior municipal experience including cities served in a similar capacity:

List of litigation in communities where designated attorney served as lead attorney and outcomes of litigation:

8. Background information of the attorney who will serve in the lead attorney's absence and provide information as requested.

Academic training and degrees:

Description of background and experience:

Description of prior municipal experience including cities served in a similar capacity:

List of litigation in communities where designated attorney served as lead attorney and outcomes of litigation:

9. Current responsibilities of person designated to serve as lead attorney:
10. Do any of your current clients present a Conflict of Interest?
11. Description of firm's view of their responsibilities to the City in the provision of legal services:

Attachment F-1

RISK ASSESSMENT – VALUE ADDED

Risk

This template must be used. The Risk Plan should address the risks that you do NOT control. The risks should be prioritized (list the greatest risks first). You may add or delete Risk table templates, but do not exceed a 1-page limit. Do NOT include any identifying information in the Plan. Information listed under the “Documented Performance” line may describe where you have used the approach or solution previously, and what the results were in terms of verifiable metrics.

Risk 1 Description: _____
Solution: _____
Documented Performance: _____

Risk 2 Description: _____
Solution: _____
Documented Performance: _____

Risk 3 Description: _____
Solution: _____
Documented Performance: _____

Risk 4 Description: _____
Solution: _____
Documented Performance: _____

Risk 5 Description: _____
Solution: _____
Documented Performance: _____

RISK ASSESSMENT – VALUE ADDED

Value

This template must be used. The Value Added Section of the proposal provides an opportunity to identify any value added options or ideas that may benefit the City. These options or ideas may also be referred to as additional or optional services. You should identify and briefly describe any options, ideas, alternatives, or suggestions that differentiate you from the other respondents. You must indicate how these items might increase or decrease cost or whether these items are provided in your base price. To receive a high rating, you must support value-added options or ideas with either verifiable performance metrics or best value practices with performance measurements references.

Item 1 Claim: _____
How will this add value? _____
Documented Performance: _____
Cost Impact: _____

Item 2 Claim: _____
How will this add value? _____
Documented Performance: _____
Cost Impact: _____

Item 3 Claim: _____
How will this add value? _____
Documented Performance: _____
Cost Impact: _____

Item 4 Claim: _____
How will this add value? _____
Documented Performance: _____
Cost Impact: _____

Item 5 Claim: _____
How will this add value? _____
Documented Performance: _____
Cost Impact: _____

Attachment G

PROJECT CAPABILITY PLAN

The Project Capability Plan is your opportunity to demonstrate how you are capable of meeting the minimum requirements with a plan that meets program / process approvals and goals. You must also identify your expertise in municipal law and/or how your Firm will meet the diverse needs of our municipality. Claims should emphasize how you will minimize risk by tracking time and cost deviation of services as a capability. All activities associated with capabilities listed in the Plan must be included in the retainer. To receive a high rating, you must use either verifiable performance metrics or best value practices with performance measurements references (examples will be provided at the pre-proposal meeting).

Claim 1: _____
Documented
Performance: _____

Claim 2: _____
Documented
Performance: _____

Claim 3: _____
Documented
Performance: _____

Claim 4: _____
Documented
Performance: _____

Claim 5: _____
Documented
Performance: _____

Attachment H

CONTRACT TERMS and CONDITIONS

The following clauses will be included in any contract between the City of Roseville and the firm that has been chosen to provide legal services described herein and in the firm's proposal. Firms shall clearly identify any proposed deviations from these Contract Terms and Conditions in their proposal response:

- **CONTRACT LENGTH**

This contract shall be effective from January 2013 through December 2015. This contract may be canceled by the City prior to completion if the City determines that the contract does not continue to serve the City's purposes. In the event of termination of the contract, there shall be no further obligation on the part of the City to the firm save and except for payment of sums due and owing for expenses and work incurred by the firm to the date of termination as set forth in this agreement.

- **INDEMNIFICATION**

The firm shall defend, indemnify, and hold harmless the City and its officials, agents, and employees from and against all claims, damages, losses, and expenses including attorney's fees arising out of or resulting from the firm's (including its officials, agents) performance of the duties required under the contract, provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, death, or to the injury to or the destruction of property including a loss of use resulting therefrom, and is caused in whole or in part by any negligent act or omission or misconduct of the firm.

- **INDEPENDENT CONTRACTOR**

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the contractor's as the agents, representatives, or employees of the City for any purpose or in any manner whatsoever. The firm and its staff are to be and shall remain an independent contractor with respect to all services performed under this contract. The contractor represents that it has or will secure at its own expense, all personnel required in performing services under this contract. Any and all personnel of the firm or other persons while engaged in the performance of any work or services required by the firm under this contract shall have no contractual relationship with the City and shall not be considered employees of the City. Any and all claims that may arise under the Worker's Compensation Act of the State of Minnesota on behalf of said personnel or other persons while so engaged and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including without limitation, claims of discrimination against the firm, its officers, agents, contractors, or employees shall in no way be the responsibility of the City; and the firm shall defend, indemnify, and hold the City, its officers, agents, and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission, or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the City including without limitation, tenure rights, medical and

hospital care, sick and vacation leave, Worker's Compensation, Unemployment Compensation, disability, severance pay, and PERA.

- **LAWS**

During the performance of this contract the firm will be governed by all laws of the State of Minnesota and will comply with all applicable local, state, and federal laws, rules, and regulations, including but not limited to:

- o Non-Discrimination
- o Human Rights
- o ADA
- o Data Practices

- **SUBLET/ASSIGN**

The contract shall not be assignable except at the written consent of the City.

- **MEDIATION**

The City and the firm agree to submit all claims, disputes, and other matters in question between the parties arising out of or relating to this contract to mediation. The mediation shall be conducted through the Mediation Center, 1821 University Avenue, St. Paul, Minnesota. The parties hereto shall decide whether mediation shall be binding or non-binding. If the parties cannot reach agreement, the mediation shall be non-binding. In the event mediation is unsuccessful, either party may exercise its legal or equitable remedies and may commence such action prior to the expiration of the applicable statute of limitations.

- **TERMINATION**

The contract may be terminated by the City prior to completion if the City determines that the contract does not continue to serve the City's purposes.

REQUEST FOR COUNCIL ACTION

Date: December 3, 2012

Item No.: 12.i

Department Approval

City Manager Approval



Item Description: Confirm Citizen Advisory Commission Reappointment/Appointment Schedule

BACKGROUND

The City has six standing commissions. The Council annually appoints citizens to the commissions. Commissions advise the Council on specific actions and offer citizens a way to provide input on issues of importance.

The City Council requests interviews, re-appoints Commissioners and/or declares vacancies on the standing Commissions. At the December 6, 2004 City Council meeting, the Council passed a resolution limiting Commissioners to two consecutive, three-year terms and requiring Commissioners to reapply for reappointment to a second term. The resolution states that “A. No later than sixty days....the Council will consider whether to interview the commissioner; if two council members request, a commissioner seeking reappointment will be scheduled to attend an interview before the entire Council. B. Should the Council determine that the individual merits reappointment, that person will be reappointed.”

The commission application process has been refined over the years to efficiently and effectively recruit candidates for commissions. To ensure availability for interviews, staff includes the interview dates in the Requests for Council Actions and in the news releases and website postings. By including the interview date in the notices, candidates can plan to be available that day.

Once the application deadline closes, staff determine the number of applicants and set the interview times. Candidates are notified by email and a follow up phone call. If we do not receive confirmation, staff now send a letter confirming the interview date and time.

Commissioners are appointed to terms that begin April 1 of each year. The following Commissioners’ terms expire March 31, 2012:

Ethics Commission

LuAnne Pederson – not eligible for reappointment

Human Rights Commission

David Singleton - eligible, interested in reappointment (attended 10 of 10 meetings)

Scot Becker – eligible, interested in reappointment (attended 1 of 1 meeting)

36 Parks and Recreation Commission

37 Erin Azer – eligible, interested in reappointment (attended 7 of 9 meetings, two excused)

38 Randall Doneen – eligible, interested in reappointment (attended 8 of 9 meetings, one
39 excused)

40 David Holt – eligible, interested in reappointment (attended 8 of 9 meetings, one
41 excused)

42 Harold Ristow – not eligible for reappointment

43
44 *In addition to the reappointments, Commissioner Jason Etten was elected to the City Council,
45 so that creates a vacancy for a term that expires March 31, 2015.

46
47 Planning Commission

48 Daniel Boerigter – not eligible for reappointment

49 Jeff Lester – eligible, interested in reappointment (attended 10 of 11 meetings)

50
51 Police Civil Service Commission

52 Dan Drackert – eligible, interested in reappointment (attended 10 of 11 meetings)

53
54 Public Works, Environment and Transportation Commission

55 Duane Stenlund – eligible, interested in reappointment (attended 10 of 11 meetings)

56
57 Applications for commissioners who wish to be reappointed will be available at the January 7
58 Council meeting.

59
60 Staff will contact commission chairs to get recommendations of reappointments.

61 **REQUESTED COUNCIL ACTION**

62
63 **Confirm Citizen Advisory Commission Reappointment/Appointment Process**

- 64
- 65 • January 7 – Applications from commissioners seeking reappointment will be included in
 - 66 Council packet. Council will reappoint and determine which commissioners to interview.
 - 67 • January 28 – Interview returning commissioners (if applicable) before regular meeting.
 - 68 • February 11 – Reappoint returning commissioners and declare vacancies. Authorize staff
 - 69 to advertise for the commission vacancies with a March 14 at 4:30 p.m. deadline for
 - 70 applications.
 - 71 • March 18 – Interview commission applicants before regular meeting. Start time depends
 - 72 upon how many applicants to be interviewed.
 - 73 • March 25 – Appoint applicants to fill vacancies.
- 74

Prepared by: Bill Malinen, City Manager

Attachments: A: Resolution 10782

**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 25th day of January, 2010, at 6:00 p.m.

The following members were present: Pust, Roe, Johnson, Ihlan and Klausing,

and the following were absent: none.

Member Klausing introduced the following resolution and moved its adoption:

Resolution No. 10782
(supersedes Resolution 10266)

**Reappointment Process and Term Limits Policy
Roseville Citizen Advisory Commissions**

WHEREAS, the City of Roseville has six standing Advisory Commissions: Ethics, Human Rights, Parks and Recreation, Planning, Police Civil Service, and Public Works, Environment and Transportation; and

WHEREAS, the City also establishes other advisory groups as needed; and

WHEREAS, numerous Roseville residents have volunteered their time and skills serving as Commission members. The efforts and commitment of these volunteers have been an important ingredient in Roseville's quality of life;

NOW, THEREFORE, BE IT RESOLVED, that the Roseville City Council hereby adopts a Reappointment and Term Limit Policy to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments.

The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Pust, Roe, Johnson, Ihlan and Klausing,

and the following voted against the same: none.

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, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of said City held on the 25th day of January, 2010, with the original thereof on file in my office, and the same is a full, true and complete transcript.

Adopted by the Council this 25th day of January, 2010.

(SEAL)



William J. Malinen, City Manager

CITY OF ROSEVILLE

REAPPOINTMENT PROCESS AND TERM LIMITS POLICY
ROSEVILLE CITIZEN ADVISORY COMMISSIONS

BACKGROUND

The City of Roseville has six standing Advisory Commissions:, Ethics, Human Rights, Parks and Recreation, Planning, Police Civil Service, and Public Works, Environment and Transportation; the City also establishes other advisory groups as needed.

POLICY STATEMENT:

It is the intent of this policy to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments.

PROCEDURE STATEMENT:

I.

If a vacancy occurs because of resignation, death, moving from the City, removal from office, ineligibility for reappointment, etc., on any standing Advisory Commission, the following procedure will be used.

- A. When a Commission vacancy occurs the City Council, at a regular meeting, will establish a deadline for receiving applications and the date of the Council Meeting to interview the applicants. The time between the application deadline and the interviews shall be no more 30 days.
- B. Commission vacancies will be advertised in the City's legal newspaper and, if different, the Roseville Review at least two times before the application deadline. Vacancies will also be advertised on Cable Television and posted on the City Hall Bulletin Board.
- C. Applications received after the deadline will not be accepted.
- D. Names of applicants and applications will be provided to the City Council and the public after the application deadline.
- E. If fewer applications are received than twice the number of openings, the City Council may establish a new application deadline and Council Meeting for interviews. If a new deadline is adopted, the vacancy will be re-advertised as described in "B": above.
- F. Applicants will be interviewed by the City Council. The Chair or the Chair's designee, of the Commission to which the applicant is seeking appointment will be invited to attend and participate in the interview process. Interviews are open to the public.

- G. If a new vacancy occurs after an application deadline and before an appointment is made, a new application process will be used as described in this procedure.
- H. The City Council will make the appointments at the first Council meeting following interviews.
- I. Advisory Commission Applications shall be kept on file for one year. If during that year a vacancy occurs on any Commission, all applicants will be advised of the vacancy in writing.

II.

If a current Commission member's term is expiring and is eligible for reappointment, the following procedure will be used.

- A. No later than sixty days prior to the expiration of a term, each commission member whose term is expiring shall be contacted in writing and directed to complete a written application for reappointment if they desire to be reappointed. For persons seeking reappointment, the Council shall be advised of the attendance record of the individual whose term is expiring. The Council will also be provided with written comments from the Chairperson of the Commission regarding the reappointment of the individual. At that time, the Council will consider whether to interview the commissioner; if two councilmembers request, a commissioner seeking reappointment will be scheduled to attend an interview before the entire Council
- B. Should the Council determine that the individual merits reappointment, that person will be reappointed.
- C. Should the incumbent not wish to be reappointed or should the Council determine that the individual does not merit reappointment, the Council will follow the procedure for filling vacancies as described in I. above.

APPOINTMENT TO OTHER CITY ADVISORY GROUPS

The Council may use the procedure outlined in Sections I. and II. above for making appointments to other advisory groups, committees, task forces, etc.

TERM LIMITS

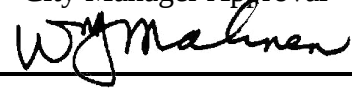
Members of all Advisory Commissions may serve a maximum of two full consecutive three-year terms. The Council may reappoint a person for a period not exceeding one additional year if the Council, by four-fifths vote determines that reappointment is in the best interest of such Commission and the City.

REQUEST FOR COUNCIL ACTION

Date: December 3, 2012
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Consider Uniform Code for Commissions

BACKGROUND

Roseville currently has six standing commissions. Each of the commissions was established at different times in response to different needs of the community. As a result, commissions have been established in a piecemeal fashion and are not consistent.

Staff looked to other cities to see how commissions are organized. Staff found that many cities have a uniform code ordinance to establish boards and commissions followed by ordinances addressing specific needs of a specific commission.

Staff reviewed language establishing commissions and found many common themes and structures. Using the common language, staff developed a uniform code to establish boards and commissions. This includes Establishment; Purpose; Membership; Terms; Compensation; Organization; Meetings and Reports; Rules and Bylaws.

In April 2012, staff presented a draft of the uniform code which had been written after getting input from Commission liaisons to the City Council. The Council provided feedback and directed staff to consult with individual commissions to review the proposed changes.

City Manager Bill Malinen and Communications Specialist Carolyn Curti met with commission chairs to review the proposed uniform code and discuss possible changes to the commission codes on which they serve.

Chairs consistently spoke in favor of establishing a uniform code. Several offered suggestions to improve the code, and staff worked with commission chairs to incorporate language that addressed their specific concerns.

Several chairs noted that in addition to adding the uniform code, it may be time for commissions to individually review the code specific to their commission and update, if needed.

When meeting with Commission chairs, we identified several policy questions which we ask the City Council to address.

Line 71 of the proposed code, states that a commissioner may be removed without cause. Several commission codes are silent on this provision, and the Human Rights Commission and the Planning Commission require a supermajority to remove a commissioner.

We ask for guidance on whether a commissioner could be removed without cause, or if the commissioner could only be removed with cause. Several chairs expressed concern that a council could remove commissioner(s) for political, rather than policy/procedural reasons. This leaves the question of the definition of "with cause." Possible reasons for "with cause" could be poor

attendance, ethics violation, or failure to complete the annual disclosure of financial interest statement.

Line 79 defines an unexcused absence as a commissioner not notifying staff prior to the meeting of their absence. The following paragraph addresses the number of meetings a commissioner could miss before notifying the City Council. We ask for guidance on what is considered an excused/unexcused absence and whether there is a threshold for missed meetings.

Line 112 states that all regular meetings of a quorum of a commission shall be conducted in a public facility. One commission asked whether a meeting at a church or a community room would be allowed. We believe that as long as a commission complies with the open meeting laws, and the facility hosting the meeting agrees that it is open to the public, the criteria would be met.

The proposed commission code updates bring consistency to all commissions. Each commission code clarifies its establishment, duties and functions and purpose.

The language in the Planning Commission code is slightly different because it includes language addressing its statutory requirements. Based on discussions with Community Development Director Patrick Trudgeon and the Planning Commission Chair, we have proposed language changes to the procedure for adopting the City Comprehensive Plan.

POLICY OBJECTIVE

Establish a City Code with consistent policies for all commissions to ensure that City Council, commissioners and staff have a clear understanding of the role and responsibilities of each commission.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Review the proposed ordinance and provide guidance on:

- Removal with/without cause
- Excused/unexcused absences; threshold for number of missed meetings
- Meeting at a public facility
- Other

Motion to approve proposed ordinance.

REQUESTED COUNCIL ACTION

Review the proposed ordinance and provide guidance on:

- Removal without cause
- Excused/unexcused absences
- Meeting at a public facility
- Other

Motion to approve proposed ordinance.

Prepared by: William J. Malinen, City Manager
Attachments: A: April 16, 2012 Minutes
B: Draft Ordinance

Regular City Council Meeting**Monday, April 16, 2012****Page 16**

about, particularly addressing pedestrian and safety issues; and from a funding perspective, this process would need to be followed.

At the request of Councilmember Willmus, Mr. Schwartz advised that the PWET Commission had yet to discuss funding mechanisms in any great detail, focusing more on the Chapter 429 process instead.

Mayor Roe noted that the PWET Commission was currently reviewing the City's Assessment Policy more broadly.

Councilmember Willmus asked that the TMP be part of that discussion as well; along with ongoing maintenance and models employed by other communities immediately adjacent to Roseville.

Mayor Roe concurred, and asked that staff consult with the Cities of Blaine and Edina on their experience upon implementing the TMP; opining that this may inform the City of Roseville how to react to this and its potential implementation.

Councilmember McGehee recognized the ongoing work and recommendations coming forward to the City Council from the PWET Commission, and thanked them for their work on behalf of the City and prompting good discussions at the City Council level.

Mayor Roe concurred, noting that all of the City Council's advisory commissions provided good product.

d. Discuss Uniform Commission Code

City Manager Malinen briefly summarized the proposed ordinance drafted by staff and detailed in the RCA dated April 16, 2012, establishing common themes and structures for advisory commissions. Mr. Malinen suggested adopting this uniform code for general guidance for each commission.

Councilmember McGehee opined that she was not excited about how this recommendation was presented for a variety of reasons, and questioned what initiated this work, since it obviously had a financial impact based on staff time and effort, even if not defined; and questioned what the initial problem was that staff was attempting to fix.

City Manager Malinen advised that initially, the inconsistencies had been uncovered as the Human Rights Commission (HRC) considered changing their meeting nights; and unilateral decisions were considered about whom was responsible for such decisions, the advisory commissions or the City Council; with no consistent guidance found by staff to this simple question.

Councilmember McGehee opined that she had no problem making the code consistent for commissions; however, she supported seeking input from each commission and bringing their comments forward to the City Council, rather than the City Council dictating to them. Councilmember McGehee spoke in support of the commissions bringing forward their rules and guidelines, and how they saw their mission, since they were the ones selected through the application and interview process to perform that function for the City; and were capable of running their own meetings.

City Manager Malinen clarified that he was not suggesting otherwise.

Councilmember Willmus opined that he would be interested in receiving feedback from Chairpersons and Department Liaisons to each commission; however, he noted that individual advisory commissions were carrying out a charge set out by the City Council. Councilmember Willmus referenced the spreadsheet outlining all advisory commissions to the City Council, created and provided by Mayor Roe as a bench handout, attached hereto and made a part hereof. Councilmember Willmus noted that this clearly laid out the parameters, and suggested that it be used as an overlay for the new ordinance to see consistencies and inconsistencies. Councilmember Willmus noted that there shouldn't be much difference in the governance of respective advisory commissions.

Councilmember Johnson noted that this may be a direct result of a requested action item he identified during recent work session meetings. Councilmember Johnson advised that his rationale in this request was based on the need for clarity; and when he currently looked across the scheme and realm of advisory commissions, he was cognizant that some of them were pared down and others more aggressive. Being unable to attend all advisory commission meetings, Councilmember Johnson noted that he relies on periodic reports or meeting minutes from them to follow-up on their progress. Councilmember Johnson used, as an example, the Civic Engagement Task Force, a subcommittee of the Human Rights Commission, and lack of any reports to-date from this group. Councilmember Johnson advised that this gives him pause to question what was actually occurring; and emphasized the need for them to communicate more effectively with the City Council, and ultimately the public. Councilmember Johnson commended the Parks and Recreation Commission for their communication efforts. Councilmember Johnson noted his need to more fully understand the reporting hierarchy of commissions (e.g. Police Civil Service Commission) and who they actually reported to: the City Council or a Department. Councilmember Johnson advised that this was part of his rationale in seeking this action step.

Mayor Roe noted that it was in the City Council's work plan.

Mayor Roe advised that one of his goals, since first coming onto the City Council, was to make the different ordinances addressing advisory commissions more consistent from an organizational point, thus his development of the chart provided as a bench handout. Mayor Roe noted that some were more detailed, while others remained silent in some organizational areas. Mayor Roe referenced line 46 of page 2 of the draft ordinance as an example, with some addressing the number of members, while others did not. Mayor Roe also noted that the City Council's recent adoption of Rosenberg's Rules of Order was not addressed in any of the current ordinances, and suggested that, since this may change in the future, language should indicate that advisory commissions use the same Rules of Order as the City Council. Mayor Roe advised that he had other suggested language revisions that he would provide directly to staff. From his point of view, Mayor Roe opined that there was nothing changing in the ordinance other than moving items to a generic organizational framework, while duties and functions remained intact. Mayor Roe referenced lines 322-325 as an example of an area of concern in which he wanted to ensure that nothing was lost in the process from a technical or operational standpoint. Mayor Roe spoke in support of an overall, general organizational ordinance as a step in the right direction; and expressed support for letting respective advisory commissions weigh in with their comments, as well as alerting the City Council of any other inconsistencies or problem areas of which they were aware. However, Mayor Roe clarified that advisory commissions were set up organizationally by the City Council and received direction from the City Council.

Councilmember McGehee opined that she would like to see another topic in the section and provided to and filtered through Chairpersons and Commissions, using the spreadsheet and answering questions and tied into consistent language, such as a purpose statement for each commission that they could lift or modify. Councilmember McGehee reiterated her preference that a working copy be provided from commissions to the City Council.

Mayor Roe questioned if it was Councilmember McGehee's intent to re-open purpose statements for advisory commissions or just how they were organized and operated.

Councilmember McGehee responded that if duties needed editing, or if they needed to be repurposed or enhanced, or their duties altered, it could then be done.

Mayor Roe suggested that the City Council should start with the organizational aspect, with staff's draft ordinance providing an overarching ordinance, and deleting inconsistent or inapplicable language, not intended to change the purpose of any advisory commission.

Councilmember Willmus reiterated his support for a quick review by advisory commission Chairpersons and their staff liaisons; and had identified no other glaring red flags.

Councilmember Johnson concurred with Councilmember Willmus' comments; and spoke in support of a City Council consensus on the organizational side of things; with a separate discussion on what the City Council consensus was related to the respective realm of advisory commissions and their responsibilities. Councilmember Johnson noted that they ultimately reported to the City Council, and their agendas needed to be steered accordingly in that direction. Councilmember Johnson noted that the information gathering and discussions provided to the City Council was essential to their decision-making and provided much more depth to that decision-making.

Mayor Roe indicated that he would work with staff on an updated overarching organizational ordinance, and as advisory commissions came before the City Council over the next few months for their annual joint meetings, they could weigh in on the organizational ordinance, after which time the ordinance could go through the enactment process.

Councilmember Willmus spoke in support of Mayor Roe's proposed process; noting that this spoke to the concerns he had personally heard from one advisory commission chair.

14. City Manager Future Agenda Review

City Manager Malinen reviewed upcoming agenda items.

City Manager Malinen advised that the Walmart land use request would not be considered at the April 23, 2012 regular City Council meeting, as a petition had been received for an Environmental Assessment Worksheet (EAW); with the Environmental Quality Board (EQB) and staff working on the process.

Councilmembers Willmus and McGehee requested staff to provide estimated numbers and potential funding sources if the City were to acquire this parcel.

Discussion ensued regarding the EAW process and 60-day review period for land use cases; with City Attorney Gaughan advising that the 60-day rule was "tolled" pending the EAW process.

15. Councilmember-Initiated Items for Future Meetings

Councilmember McGehee expressed interest in ensuring that the Nextdoor item be included for future discussions, receiving assurances from Mayor Roe that it would be on a future agenda.

City of Roseville
ORDINANCE NO.

AN ORDINANCE AMENDING (ADDING, DELETING)

TITLE _____, SECTION _____

TITLE/SECTION NAME _____

(Include Brief Description of the Amendment/Addition after the Title #/Section #
and name of the title and section)

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title _____, Section _____ of the Roseville City Code is amended
to read as follows:

Chapter 201
Establishment of Boards and Commissions

SECTION:

201.01 Establishment
201.02 Purpose
201.03 Membership
201.04 Terms
201.05 Compensation
201.06 Organization
201.07 Meetings and Reports
201.08 Rules and Bylaws

201.01 ESTABLISHMENT

The Council has created and may create additional commissions and boards to assist and advise the Council with respect to the administration of any city function or activity or to investigate any subject of interest to the city, as defined by the Council. The creation of any commission or board not established by this code shall be by resolution of the Council and the resolution shall set forth the purpose and duties of the commission or board.

201.02 PURPOSE

Commissions or boards are established to provide a method for citizen input on topics of interest. A commission or board is advisory to the Council. No commission or board shall have decision-making power, unless mandated by state statute or other local ordinance.

201.03 MEMBERSHIP

Unless otherwise established by specific language in the code related to a specific commission or board, or by state statute, the terms of this section shall apply.

A commission shall consist of seven members, unless specific language in the code related to a specific commission states otherwise. In addition to the regular commission members, the Council may appoint additional residents of the city, under the age of 21, to serve one year terms as ex officio members of a commission.

All members of the commission shall be residents of the city.

Members are appointed by the Council.

201.04 TERMS

Members shall serve terms of three years, except that of the first members appointed following the creation of the commission. One third of commissioners shall be appointed for three-year terms, one third for two-year terms and one third for a one-year term. A member's term shall expire on March 31 of the year of expiration of the term, or until a successor is appointed.

Members are eligible, to serve two consecutive terms. Upon completion of term(s) on one commission, members are eligible for consideration to another commission. Former commissioners are eligible for appointment to a commission after an absence of one year.

Members may be removed by the Council, without cause.

Vacancies during a term may be filled by the Council for the unexpired portion of a term. A vacancy occurs if any of the following occurs: resignation, residence outside the city or death. A commissioner appointed to fill a partial term is eligible to serve up to two full terms.

No Commissioner may serve on more than one commission at the same time.

An unexcused absence is defined as a commissioner not notifying staff of their absence prior to the meeting.

If a commissioner has an unexcused absence from more than three consecutive commission meetings or is absent from more than half of the meetings in one twelve month period, staff shall notify the City Council, and the commissioner may be removed.

Every appointed member, before beginning his or her duties, shall take an oath of office that he or she will faithfully discharge the duties of the commission to which he or she was appointed.

201.05 COMPENSATION

90
91 Members of all commissions shall serve without compensation.

92
93 Members shall complete an annual disclosure of financial statement. Failure to complete the
94 annual form by February 28 may result in removal from a commission or board.

95 96 **201.06 ORGANIZATION**

97
98 Each commission shall elect a chair and vice-chair for a one year term from among its appointed
99 members. The commission may create other offices if the Council, by resolution, empowers the
100 commission to do so.

101 102 **201.07 MEETINGS AND REPORTS**

103
104 Commissions shall adhere to an established meeting schedule. Commissions may cancel
105 meetings or call special meetings, as needed. Commissions shall meet at least quarterly, with the
106 exception of the Police Civil Service which shall meet annually in February, and as needed.

107
108 At least once a year, each commission shall meet with the council to review the previous year's
109 work and to receive direction for the upcoming year.

110
111 All regular meetings of a quorum of a commission shall be open to the public and conducted in a
112 public facility. All commission meetings are subject to open meeting laws.

113
114 Commissions shall adopt rules for the transaction of business and shall keep a record of its
115 resolutions, transactions, and findings, which shall be a public record. Minutes of the
116 commission shall be filed and retained by the City.

117 118 **201.08 RULES AND BYLAWS**

119
120 Each commission shall use Rosenberg's Rules of Order.

121
122 Each commission may adopt additional rules or bylaws as it deems necessary for the conduct of
123 its work, compatible with the provisions of this chapter and subject to Council approval.
124

125

126

TITLE 2 COMMISSIONS

127

CHAPTER 201A PLANNING COMMISSION

SECTION:

201A.01: Establishment

201A.02: Composition Purpose

~~201.03: Members of Commission~~

~~201.04: Organization~~

~~201.05: Meetings; Reports~~

~~201.06: 201A.03~~ Preparation of Comprehensive Plan

~~201.07: 201A.04~~ Procedure for Adoption of City Comprehensive Plan

~~201.08: 201A.05~~ Adoption of City Comprehensive Plan by City Council

~~201.09: 201A.06~~ Means of Executing Plan

~~201.10: 201A.07~~ Zoning Code and City Comprehensive Plan

201A.01: ESTABLISHMENT:

A City Planning Commission for the City is hereby established. The Planning Commission shall be the City planning agency and shall have the powers and duties given such agencies generally by Minnesota Statutes, sections 462.351 through 462.364, as amended, and as conferred upon it by this Chapter. (Ord. 194, 4-19-1955; 1995 Code)

201A.02: PURPOSE:

The City Council has determined that it is in the best interest of the City to receive input from citizens related generally to land use planning and to specific land use applications to be considered by the City.

201.02: COMPOSITION:

~~The Planning Commission shall consist of seven members appointed by the City Council, and may be removed by a 4/5 vote of the City Council. One of the seven members appointed by the City Council may be a member of the City Council. (Ord. 194, 4-19-1955; 1995 Code)~~

201.03: MEMBERS OF COMMISSION:

~~A. Members: Members shall be residents of the City.~~

~~B. Term of Appointment: of the members of the Commission first appointed, two shall be appointed for the term of one year, two for the term of two years, two for the term of three years, and one for the term of four years. Their successors shall be appointed for terms of three years. Both original and successive appointees shall hold their offices until their successors are appointed and qualified. (Ord. 1313, 12-6-2004)~~

~~C. Vacancies: Vacancies during the term shall be filled by the City Council for the unexpired portion of the term.~~

~~D. Oath: Every appointed member shall, before entering upon the discharge of his/her duties,~~

~~take an oath that he/she will faithfully discharge the duties of his/her office.~~
E. ~~Compensation: All members shall serve without compensation. (Ord. 194, 4-19-1955; 1995 Code)~~

~~201.04: ORGANIZATION:~~

- ~~A. Officers: The Planning Commission shall elect one of the members to act as chairperson. The Community Development Director or designee shall act as the Planning Commission's secretary.~~
~~B. Term: The term of the chairperson shall be for one year. The chairperson shall be elected by the Planning Commission at the last regular Planning Commission meeting of March, effective April 1, during each calendar year.~~
~~C. Additional Officers and Committees: The Planning Commission may elect such other officers as may be necessary and may give the chairperson authority to appoint committees if such appointments should become necessary. (Ord. 194, 4-19-1955; 1995 Code) (Ord. 1316, 3-28-2005)~~

~~201.05: MEETINGS; REPORTS:~~

~~The Commission shall hold at least one regular meeting each month. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions, and findings, which record shall be a public record. (Ord. 194, 4-19-1955; 1995 Code)~~

~~201.06: 201A.03: PREPARATION OF COMPREHENSIVE PLAN:~~

It shall be the function and duty of the Planning Commission to prepare and recommend a Comprehensive City Plan for the development of the City, including proposed public buildings, street arrangements, public utility services, parks, playgrounds and other similar developments, the use of property, the density of population and other matters relating to the development of the City. Such Plan may be prepared in sections, each of which shall relate to a major subject of the plan, as outlined in the Commission's program of work. (Ord. 194, 4-19-1955; 1995 Code)

~~201.07 201A.04: PROCEDURE FOR ADOPTION OF CITY COMPREHENSIVE PLAN:~~

The Planning Commission may, at any time, recommend to the City Council, the adoption of the City Comprehensive Plan, any section of it or any substantial amendment thereof. Before making such recommendation to the City Council, the Planning Commission shall hold at least one public hearing, as provided for in Chapter 108 of this Code. ~~The recommendation by the Planning Commission to the City Council shall be by a resolution of the Commission, approved by the affirmative votes of not less than 5/7^{ths}~~ The Commission may from time to time recommend minor amendments to the City Comprehensive Plan or any section thereof without the public hearing mentioned herein providing that a majority of its members are of the opinion that such hearing is not necessary or in the public interest. (Ord. 1175A, 11-25-1996)

If an amendment to the Comprehensive Plan Future Land Use Map is requested by a property owner, the applicant shall hold an open house meeting with residents and property owners in the vicinity of the affected property prior to submitting an application for the amendment.

Requirements for such an open house are as follows:

- A. Purpose: Proposals to change the way the Comprehensive Plan's guidance for land use on a given property may constitute significant departures from the present or historical use or intended use of a property. Prior to submitting an application for approval of a Comprehensive Land Use Plan map change, an applicant shall hold an open house with property owners in the vicinity of the subject property in order to ~~To~~ provide a convenient forum for engaging community members in the development process, to describe the proposal in detail, and to answer questions and solicit feedback.
- B. Timing: The open house shall be held not more than 30 days prior to the submission of ~~an application for a~~ Comprehensive Plan Future Land Use Plan Map change application ~~Amendment approval~~ and shall be held on a weekday evening beginning between 6:00 p.m. and 7:00 p.m. and ending by 10:00 p.m.
- C. Location: The open house shall be held at a location in or near the neighborhood affected by the ~~proposal proposed amendment~~, and (in the case of a site parcel near Roseville's boundaries) preferably in Roseville. In the event that such a meeting space is not available the applicant shall arrange for the meeting to be held at the City Hall Campus.
- D. Invitations: The applicant shall prepare a printed invitation identifying the date, time, place, and purpose of the open house and shall mail the invitation to the recipients in a list prepared and provided in electronic format by Community Development Department staff. The recipients will include property owners within the public hearing notification area established in Chapter 108 of the City Code, 500 feet of the project property, members of the Planning Commission and City Council, and other community members that have registered to receive the invitations. The invitation shall identify contact information of the host of the open house for anyone who has questions but is unable to attend the open house. The open house invitation shall include a sentence that is substantially the same as the following:
- This open house is an important source of feedback from nearby property owners and is a required step in the process of seeking City approval for the proposed change of the Comprehensive Plan land use designation. A summary of the comments and questions raised at the open house shall be submitted to the City as part of the formal application.
- E. Summary: A written summary of the open house shall be submitted as a necessary component of an application for Comprehensive Plan Future Land Use Map Amendment approval. (Ord. 1362, 3-24-2008)

201.08 201A.05: ADOPTION OF CITY COMPREHENSIVE PLAN BY CITY COUNCIL:

Upon receiving a recommendation from the Planning Commission for the establishment or amendment of a plan, the City Council shall follow procedure as set forth in Chapter 108 of this Code. The City Council may adopt such plan or amendments by a majority vote of its members or by a larger majority if required by statute. (Ord. 1175A, 11-25-1996)

201.09 201A.06: MEANS OF EXECUTING PLAN:

Upon the adoption of the City Plan or any section thereof, it shall be the duty of the Planning Commission to recommend to the City Council reasonable and practicable means for putting into effect such Plan or section thereof in order that the same will serve as a pattern and guide for the orderly physical development of the City. Such means shall consist of a zoning plan, the control of subdivision plats, a plan for future street locations, etc. (Ord. 194, 4-19-1955)

201.10201A.07: ZONING CODE AND CITY COMPREHENSIVE PLAN:

The Planning Commission may, upon its own motion or upon instruction by the City Council, prepare revisions to the Zoning Code and/or Plan for the City. Before recommending such Code and/or Plan to the City Council, the Planning Commission shall hold at least one public hearing as provided for in Chapter 108 of this Code. The same procedure shall apply for the preparation of any overall street plan or acquisition of lands for public purposes. (Ord. 1175A, 11-25-1996)

258 **CHAPTER ~~202-201B~~**
259 **POLICE CIVIL SERVICE COMMISSION**

260 SECTION:

261 ~~202.01~~201B.01: Establishment

262 201B.02: Purpose

263 ~~202.02~~ 201B.03: Duties and Functions, Statute Adopted

264
265 **~~202.01~~201B.01: ESTABLISHMENT:**

266 There is established a Police Civil Service Commission, which shall consist of three members
267 appointed by the City Council. ~~the duties of which shall be those provided in Minnesota Statutes,~~
268 ~~Chapter 419.~~ (Ord. 221, 10-22-56)

269 **201B.02: PURPOSE:**

270 The purpose of the Commission shall be that which is prescribed in Minnesota Statutes, Chapter
271 419.

272 **~~202.02~~ 201B.03: DUTIES AND FUNCTIONS, STATUTE ADOPTED:**

273 Subject to restrictions defined by this chapter and any bylaws governing the Commission, the
274 ~~The~~ City accepts and adopts all of the provisions of Minnesota Statutes, Chapter 419. (Ord. 221,
275 10-22-56)

278 **CHAPTER ~~203~~201C**
279 **PARKS AND RECREATION COMMISSION**

280 SECTION:

281 ~~203.01~~ 201C.01: Establishment ~~and Membership~~

282 201C.02 Purpose

283 ~~203.02:~~ Vacancies

284 ~~203.03:~~ Organization

285 ~~203.04~~ 201C.03: Duties and Functions

286 ~~203.05:~~ Compensation

287 ~~203.06:~~ Joint Meeting with City Council

288 ~~203.07:~~ Rules

289 **~~203.01~~ 201C.01: ESTABLISHMENT ~~AND MEMBERSHIP~~:**

290 There is established a parks and recreation commission of the city, which shall consist of nine
291 members appointed by the City Council. ~~Members shall be appointed for three year terms. In~~
292 ~~addition to the members appointed above, the City Council may for one year terms appoint~~
293 ~~additional residents of the city under 21 years of age to serve as (ex officio) members of the~~
294 ~~parks and recreation commission.~~ (Ord. 1253, 6-26-2001)

295 **201C.02 PURPOSE**

296 The City Council has determined that it is in the best interest of the City to receive input from
297 citizens on policy matters related to the City's parks and recreation system.

298 **~~203.02: VACANCIES:~~**

299 ~~In case of vacancy during the term of office of any member of the commission, the City Council~~
300 ~~shall appoint a new member to serve the remainder of the term. A vacancy shall exist if any of~~
301 ~~the following occur: death, failure to serve as shown by failure to attend a specified number of~~
302 ~~regular meetings as established by the commission, residence outside the city, or resignation.~~
303 ~~(Ord. 1038, 6-27-1988; and, 1995 Code)~~

304 **~~203.03: ORGANIZATION:~~**

305 ~~The commission shall annually elect one member to serve as chairperson and one member to~~
306 ~~serve as vice chairperson. Minutes of the commission shall be filed and retained by the parks and~~
307 ~~recreation commission, as well as other recommendations and studies performed by the~~
308 ~~commission.~~ (Ord. 1038, 6-27-1988)

309 **~~203.04~~ 201C.03: DUTIES AND FUNCTIONS:**

310 The duties and functions of the commission shall be as follows:

311 A. Serve in an advisory capacity to the City Council, City Manager and Director of Parks and

- Recreation on parks and recreation matters.
- B. Maintain an interest in and an understanding of the functions and operations of the parks and recreation department.
 - C. Maintain an interest in and an understanding of the city school system and promote the greatest possible utilization of school and municipal recreation programs.
 - D. Endeavor to secure a full and complete understanding of the city's needs and desires for parks and recreational facilities and be sensitive to the acceptance within the community of the current program.
 - E. Convey to the City Council their understanding of the community's sentiment regarding recreation and parks and to submit recommendations to the City Council on parks and recreation programs and policy.
 - F. Review conditions and adequacy of city park property.
 - G. Provide hearings to groups or individuals, upon request, regarding parks and recreation matters.
 - H. Keep informed and consider all financial aspects pertaining to parks and recreation.
 - I. Consider proper names for city park property.
 - J. Propose regulations for control of city park property to the City Council.
 - K. Advise and assist architectural engineers on preparation of specific plans prior to the presentation to the City Council for formal approval.
 - L. Represent the city at community functions where appropriate and approved by the City Council.
 - M. Represent the city at meetings with other community, county or state boards of similar nature where appropriate and approved by the City Council.
 - N. Perform other duties and functions or conduct studies and investigations as specifically directed or delegated by the City Council. (Ord. 1038, 6-27-1988)
 - O. Shall act in all matters relating to the Urban Forest Management Ordinance contained in Chapter 706 of this code, and shall act as the Tree Board as set forth in section 706.03 of this code.
- (Ord. 1410, 6-13-2011)

~~203.05: COMPENSATION:~~

~~No compensation shall be paid to members of the commission; however, commission members may have expenses paid to attend conferences on parks and recreation that are offered in the state when approved by the city manager. (Ord. 1038, 6-27-1988; amd. 1995 Code)~~

~~203.06: JOINT MEETING WITH CITY COUNCIL:~~

~~The commission shall request a joint meeting with the City Council when deemed necessary and at least a minimum of once a year. (Ord. 1038, 6-27-1988)~~

~~203.07: RULES:~~

~~The commission may adopt such rules as it deems necessary for the conduct of its work, compatible with the provisions of this chapter. (Ord. 1038, 6-27-1988)~~

352 **CHAPTER ~~204~~201D**
353 **HUMAN RIGHTS COMMISSION**

354 SECTION:

355 ~~204.01: Policy~~

356 ~~204.02201D.01: Establishment of Commission~~

357 ~~204.03201D.02: Purpose~~

358 ~~204.04: Membership; Terms and Removal~~

359 ~~204.05 201D.03: Duties and Functions~~

360 **~~204.01: POLICY:~~**

361 ~~It is hereby declared that it is the public policy of the city to fulfill its responsibility as a partner~~
362 ~~of the state department of human rights in securing for all citizens equal opportunity in housing,~~
363 ~~employment, public accommodations, public services and education, and to work consistently to~~
364 ~~improve the human relations climate of the city. (Ord. 566, 2-19-1968)~~

365 **~~204.02201D.01: ESTABLISHMENT OF COMMISSION:~~**

366 ~~There is hereby established within the city a human rights commission. (Ord. 566, 2-19-1968)~~

367 **~~204.03201D.02: PURPOSE:~~**

368 ~~The City Council has determined that it is in the best interest of the City to receive input from~~
369 ~~citizens on policy matters related to human rights for all. The purpose of the commission is to~~
370 ~~secure for all citizens equal opportunity in employment, housing, public accommodations, public~~
371 ~~services and education and full participation in the affairs of this community by assisting the~~
372 ~~state department of human rights in implementing the Minnesota Human Rights Act and by~~
373 ~~advising the City Council on long range programs to improve community relations in the city.~~
374 ~~Additionally the commission will work to increase the sense of community by reaching out to all~~
375 ~~members of the community and ensuring that our city government and its activities, programs~~
376 ~~and services are accessible understandable and responsive to all. (Ord. 566, 2-19-1968; amd.~~
377 ~~1995 Code, Ord. 1324, 08-08-2005) (Ord. 1381, 04-27-2009)~~

378 **~~204.04: MEMBERSHIP; TERMS AND REMOVAL:~~**

379 ~~A. Membership: The commission shall consist of seven members, to be appointed by the City~~
380 ~~Council. Members of the commission shall be appointed with due regard to their fitness for~~
381 ~~the efficient dispatch of the functions, powers and duties vested in and imposed upon the~~
382 ~~commission. In addition to the members appointed above, the City Council may for one year~~
383 ~~terms appoint additional residents of the city under 21 years of age to serve as (ex officio)~~
384 ~~members of the human rights commission. (Ord. 1253, 6-26-2001) (Ord. 1313, 12-6-2004)~~

385 ~~B. Terms: The first commission shall consist of four members appointed for a term of three~~
386 ~~years, three members for a term of two years, and three members for a term of one year.~~
387 ~~Members of the commission shall be appointed for terms of three years, except that any~~

388 ~~person appointed to fill a vacancy occurring prior to the expiration of the term for which~~
389 ~~such member's predecessor was appointed, shall be appointed only for the remainder of such~~
390 ~~term. Upon the expiration of such member's term of office, a member shall continue to serve~~
391 ~~until such member's successor is appointed and shall have qualified.~~

392 ~~C. Compensation; Removal: The members of the commission shall serve without~~
393 ~~compensation, and may be removed from office by a 4/5 vote of the City Council. (Ord.~~
394 ~~566, 2-19-1968)~~

395 **204.05201D.03: DUTIES AND FUNCTIONS:**

396 In fulfillment of its purpose, the commission's duties and ~~responsibilities~~ functions shall be to:

397 A. Work to increase the sense of community by reaching out to members of the community and
398 ensuring that our city government and its activities, programs and services are accessible,
399 understandable and responsive to all.

400 ~~Adopt bylaws and rules for the conduct of its affairs including the election, assumption of duties~~
401 ~~and definition of responsibilities of officers and committees.~~

402 B. Enlist the cooperation of agencies, organizations and individuals in the community in an
403 active program directed to create equal opportunity and eliminate discrimination and
404 inequalities.

405 C. Formulate a human relations program for the city to give increased effectiveness and
406 direction to the work of all individuals and agencies addressing themselves to planning,
407 policy making and educational programming in the area of civil and human rights.

408 D. Advise the mayor, the City Council and other agencies of the government of human
409 relations and civil rights problems. Act in an advisory capacity with respect to planning or
410 operation of any city department on issues of civil and human rights and recommend the
411 adoption of such specific policies or actions as are needed to provide for full equal
412 opportunity in the community.

413 E. Develop such programs of formal and informal education as will assist in the
414 implementation of the Minnesota state act against discrimination, and provide for the
415 commission's assumption of leadership in recognizing and resolving potential problem areas
416 in the community. (Ord. 566, 2-19-1968; amd. 1995 Code)

417 F. Monitor statistical and other data trends in our city and identify and recommend to the city
418 council ways to encourage mutual understanding among our citizens about the community's
419 diversity through, but not limited to:

420 1. connecting and partnering with neighborhood, community, educational, business
421 and social services groups and organizations;

422 2. co-sponsoring citywide neighborhood or facilitating community events which
423 would include opportunities for heritage and cultural events; and

424 3. programs for engaging citizens and community leaders in a holistic approach
425 including dialogues, education and training about diversity issues.

426 (Ord. 1381, 4-27-2009)

CHAPTER ~~205~~ 201E
PUBLIC WORKS, ENVIRONMENT, AND TRANSPORTATION
COMMISSION

SECTION:

~~205.01~~ 201E.01: Establishment ~~and Membership~~

201E.02: Purpose

~~205.02~~: ~~Organization~~

~~205.03~~: ~~Meetings and Reports~~

~~205.04~~ 201E.03: Duties and Functions

~~205.01~~ 201E.01: ESTABLISHMENT ~~AND MEMBERSHIP~~:

There is established a public works, environment, and transportation commission of the city which shall consist of five members appointed by the City Council. ~~Members shall be residents of the city and appointed for three year staggered terms. Terms of the initial members will be established by the council at the time of their appointment. No member shall serve more than two full consecutive terms.~~ (Ord. 1260, 4-15-2002) (Ord. 1313, 12-6-2004)

201E.02: PURPOSE

The City Council has determined that it is in the best interest of the City to receive input from citizens on policy matters related to the public works system, the environment and transportation in the City.

~~205.02: ORGANIZATION:~~

~~The commission shall annually elect one member to serve as chairperson and one member to serve as vice chairperson. (Ord. 1260, 4-15-2002)~~

~~205.03: MEETINGS AND REPORTS:~~

~~The commission shall annually adopt a regular meeting schedule and may hold other meetings, as it deems necessary. The commission may adopt rules for the transaction of business and shall keep a record of its meetings and actions. (Ord. 1260, 4-15-2002)~~

~~205.04~~ 201E.03: DUTIES AND FUNCTIONS:

The duties and functions of the commission shall be as follows:

- A. Serve in an advisory capacity to the City Council, City Manager and Director of Public Works on public works, environmental, and transportation matters. (Ord. 1313, 12-6-2004)
- B. Maintain an interest in and an understanding of the functions and operations of the Public Works Department.
- C. Maintain an interest in and an understanding of federal, state, county, regional and other public works, environmental, and transportation services that impact City services. (Ord. 1313, 12-6-2004)

465 D. Perform other duties and functions or conduct studies and investigations as specifically
466 directed or delegated by the city. (Ord. 1260, 4-15-2002)
467
468

469

470 **CHAPTER ~~206~~ 201F**

471 **ETHICS COMMISSION**

472 SECTION:

473 ~~206.01~~201F.01: Establishment ~~and Membership~~

474 ~~201F.02~~ Purpose

475 ~~206.02:~~ Organization

476 ~~206.03:~~ Meetings and Reports

477 ~~206.04~~201F.03: Duties and Functions

478 **~~206.01~~201F.01: ESTABLISHMENT ~~AND MEMBERSHIP:~~**

479 There is established an ethics commission of the City which shall consist of five members
480 appointed by the City Council. ~~Members shall be residents of the City and appointed for three~~
481 ~~year staggered terms. Terms of the initial members will be established by the council at the time~~
482 ~~of their appointment. No member shall serve more than two full consecutive terms.~~

483 **201F.02: PURPOSE:**

484 The City Council has determined that it is in the best interest of the City to receive input from
485 citizens on policy matters related to the ethics code for elected and appointed officials of the
486 City.

487 **~~206.02:~~ ORGANIZATION:**

488 ~~The Commission shall annually elect one member to serve as chairperson and one member to~~
489 ~~serve as vice chairperson.~~

490 **~~206.03:~~ MEETINGS AND REPORTS:**

491 ~~The Commission shall annually adopt a regular meeting schedule and may hold other meetings,~~
492 ~~as it deems necessary. The Commission may adopt rules for the transaction of business and shall~~
493 ~~keep a record of its meetings and actions.~~

494 **~~206.04~~206F.03: DUTIES AND FUNCTIONS:**

495 The duties and functions of the Commission shall be as follows:

- 496 A. Serve in an advisory capacity to the City Council on matters involving any ethics code
497 adopted by the City Council.
- 498 B. Administer any ethics code adopted by the City Council.
- 499 C. Perform other duties and functions or conduct studies as specifically directed or delegated
500 by the City Council. (Ord. 1338, 6-12-2006)
- 501

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SECTION 2: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ____ day of _____ 20__.

REQUEST FOR COUNCIL ACTION

Date: 12/3/12
Item No.: 13.b

Department Approval



City Manager Approval



Item Description: Twin Lakes Redvelopment Area Discussion

1 **BACKGROUND**

2 On September 17, 2012, the City Council decided to let the Twin Lakes Alternative Urban
3 Areawide Review (AUAR) environmental review document lapse as scheduled on October 15,
4 2012 and to begin a new visioning process for the Twin Lakes Redevelopment Area. Based on
5 the new vision of Twin Lakes, an new AUAR would be created. Subsequently, at the October 15,
6 2012 meeting, the City Council adopted a policy requiring that until the new AUAR is approved,
7 an Environmental Assessment Worksheet will need to be conducted for any projects proposed in
8 Twin Lakes.

9 **DISCUSSION**

10 Community Development staff has been working on a preliminary outline on how a conversation
11 about the future of the Twin Lakes Redevelopment could take place. Staff would like to have a
12 discussion with the City Council to review staff's initial thoughts and receive feedback on the
13 desired process.

14 Outcomes

15 In outlining the process, staff has assumed that the land within Twin Lakes will remain in private
16 hands and the City will not purchase or own any of the developable land. Staff has also assumed
17 that this process will lead to a series of recommendations contained in a final report that will detail
18 changes to the zoning code (including the regulating plan), and possibly the Comprehensive
19 Plan. Staff does not anticipate (nor recommend) the creation of a new Twin Lakes Master Plan
20 or similar document as part of this process. This process should lead to specific
21 recommendations that can be included into existing regulatory documents. Having a separate
22 document outside of the zoning code not only leads to confusion on which document regulates
23 development but also doesn't provide for flexibility for development needed within Twin Lakes.

24 Steering Committee

25 As has previously been discussed with the City Council, staff would recommend that the City
26 Council serve as the "steering committee" for the process and be actively involved in the
27 process. This is not intended to diminish the role of the public as it is intended for there to be
28 extensive public outreach and citizen input in the process. (See discussion below). Instead, the
29 idea of the City Council serving as the "steering committee" is to better manage the process and
30 having the direct decision makers involved throughout the process. With a separate committee or
31 task force working on the issue, the process will take longer and cost more in time and resources.

In addition, the use of a separate steering committee or task force has been used previously on Twin Lakes issues (the Twin Lakes Stakeholder panel) and the Comprehensive Plan Update with mixed results. Staff has heard frustration from past participants that all their work within those processes was either ignored or changed with the final decisions by the City Council.

If there is a desire by the City Council to involve more people or groups on the steering committee, staff would recommend that all five of the City Council members be on the steering committee with additional people added as desired.

As much as possible, the steering committee work and public interactions should take place on non-Council meeting nights. This allows for better focus on the issue and ensures that appropriate time can be given to Twin Lakes.

Public Outreach

Staff recommends that an extensive citizen engagement be undertaken using both traditional and non-traditional methods to gather input about Twin Lakes.

Staff would proposed numerous opportunities for input including regularly scheduled public input at seven Steering Committee meetings, at least four listening sessions to gather initial input, individual meetings with Twin Lakes property owners and other stakeholders. Staff also proposes meeting with the Planning Commission, the Parks and Recreation Commission, and the Public Works, Environment, and Transportation Commission to gather their input as well. Once a draft report is released, at least two public comment opportunities will be made available. As the process wraps up, there will be public comment opportunities at the Planning Commission and City Council meetings.

Staff would also plan using the website to gather input and possibly use social media, Next Door and the Roseville Patch to assist in gathering input. A combination of mailed notices, push emails, and the use of media outlets will help get the word out that input is wanted.

Process/Timeline

Staff has created a draft outline of what the process could look like. The process contains seven milestones:

Milestone #1 – Introduction of previous documents, brainstorming, and discussion of desired outcomes of process.

- Steering Committee Meeting #1
- Discussion of outcomes/expectations of process, past history of Twin Lakes, and brainstorming of ideas for the future of Twin Lakes.

Milestone # 2 Gathering of initial community input

- What does the general community want to have happen in the Twin Lakes area?
- Numerous input sessions
 - Will try to have them at different times- evenings, daytime, weekends.

- o Presence at City-wide events (Living Smarter Fair, Oval Activities), etc.
- o Ability to receive input online.
- o Up to seven general public listening sessions over a two-month period.
- o Input sessions would have background material and ask for direct input (What should develop in Twin Lakes?, What should not?) as well as any other input regarding Twin Lakes generally.
- o Property Owners Listening Sessions One-on-one meetings between staff and property owners within Twin Lakes Redevelopment Area.
- o Identified Stakeholders Listening Sessions – One-on-one meetings between staff and identified stakeholders.
- o Meetings with City Commissions/Boards-Staff will attend City Commission meetings to gather input about Twin Lakes.
- Steering Committee Meeting # 2 After listening sessions, staff will compile input and report back to Steering Committee.

Milestone #3 “Experts” input

- Steering Committee Meeting #3
- Gather “experts” for panel discussion of the development of Twin Lakes.
- Who should we get?/What type of disciplines? (Like Navigating the New Normal).
- “Expert” panel should comment on the input gathered so far as well as offering opinions and analysis on what would work in Roseville.

Milestone # 4 Review of input and thoughts received to date, direction to staff regarding draft report, release of draft report

- Steering Committee Meeting #4
- Recap of community and expert input.
- Based on that input and desires of Steering Committee, direction should be given to staff regarding draft report.
- Steering Committee Meeting #5
- Review of draft Twin Lakes report and final changes.
- Authorize the release of report document.

Milestone # 5 Community input- does draft report meet expectations?

- Public meetings to review draft report with public and to gather comments.
- Combination of presentation and open house.
- At least two public meetings.

119 **Milestone #6 Fine tuning vision based on input to Final Draft, approval of Final**
120 **draft for release**

- 121 ➤ Steering Committee Meetings #6 and #7.
122 ➤ Review of comments received regarding draft Twin Lakes report.
123 ➤ Review of revisions to draft report.
124 ➤ Approval of final draft report formal review.
125 ➤ Steering Committee work completed.
126

127 **Milestone # 7 Final Draft Approval**

- 128 ➤ Public comment at Planning Commission.
129 ➤ Planning Commission recommendation to the City Council.
130 ➤ City Council receive Planning Commission recommendation.
131 ➤ Public comment Hearing at City Council.
132 ➤ Approval of Twin Lakes document.

133 **POLICY OBJECTIVE**

134 The Twin Lakes Redevelopment Area has long been established as an important priority
135 for the City of Roseville. A goal of this process is to rethink the Twin Lake
136 Redevelopment Area so as to make it a successful and positive benefit to the Roseville
137 community. As a result of the process, the City will be able to complete a new
138 envrionmetnal review document (AUAR) for the Twin Lakes area.

139 **BUDGET IMPLICATIONS**

140 It is proposed that City Staff will manage the process. At this time, it is not expected
141 that an outside consultant would be needed to assist. There will be costs in regards to the
142 public outreach portion of the project that has not yet been determined.

143 **REQUESTED COUNCIL ACTION**

144 No action is needed at this time. The process as outlined in this report should be
145 discussed by the City Council. Based on the discussion, the City Council should give
146 direction to staff on how the process should proceed.

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071
Thomas Paschke, City Planner (651) 792-7074
Bryan Lloyd, Associate Planner, (651) 792-7073

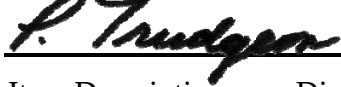
Attachments: None

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

DATE: 12/03/2012

ITEM NO: 13.c

Department Approval:



City Manager



Item Description: Discuss Proposed Zoning Ordinance Text Amendments (PROJ-0017)

BACKGROUND

The substantial update to Roseville's Zoning Ordinance was approved by the City Council on December 13, 2010 and became effective on December 21, 2010. As the conclusion of this update process drew near, Planning Division staff noted that more amendments to the Zoning Code would be forthcoming, both to update chapters which were not rewritten during the recent effort and to correct and amend parts of the new ordinances as staff became more familiar with the new Zoning Code on a day-to-day basis.

Over the past two years the Planning Division has sought and received approval of six various amendments to the Code, which range from the more textual variety that was approved as a part of Amendment 1 in February of 2011, to the complete rewrite of Chapter 1010, Sign Regulations in June of this year.

Recently the City Council has asked for an update of the types and progress regarding future Ordinance and/or Zoning Ordinance amendments. In order to provide these details, the Planning Division has broken down the future amendments into broad categories and has provided some context to what is being sought. The Planning Division's goal is to bring these amendments through the review and approval process within the next 18 months.

It should be noted that the majority of the proposed amendments are to correct or clarify areas of the Zoning Ordinance that have presented the Planning Division with challenges. However, there are some policy amendments on the list under "process" that will require broader thought and discussion by staff and the City Council.

"Design/ Performance Standards"

There are a number of design standard like items that the Planning Division desires to clarify.

- The zoning code has a blanket prohibition of corrugated metal as a siding material, which is a carry-over from previous versions of the code. Planning Division staff believes the prohibition is meant to exclude typical pole-barn type buildings with just a thin metal skin, but there is not any language that allows for heavier architectural metal siding materials that may also feature ribs that bear resemblance to pole-barn siding.

- The zoning code should do a better job specifying that prefabricated, exterior, “tip-up” wall panels used in commercial construction may pre-colored (e.g., dyed or stained during fabrication) but not painted because failing paint is unsightly and requires more maintenance than dyed or stained surfaces.
- Residential accessory building requirements: Previous versions of the zoning code limited the height of detached garages to the height of the house to preserve the visual cues that the house is the principal use on a residential property, but such a limitation has been inadvertently omitted from the current zoning code. The Planning Commission has also recommended a slight change to simplify the design requirements for detached accessory structures.
- The zoning code allows commercial properties of all descriptions to have accessory buildings, but specific setbacks and design standards have yet to be included and need to be created.
- The zoning code exempts church steeples, water towers, flag poles, and many other tall structures from the maximum height limit in a given district, and Planning Division staff proposes to add industrial silos to the list of exemptions and will look further into other potential exemptions.
- Regulations in Employment Districts require garage doors and loading docks to be located to the sides and rear of buildings, but service bays (which also feature overhead doors) are not mentioned even though they should be treated the same.
- Consider changes to trash/recyclable and drive-thru locations; currently trash/recyclables are allowed in front yards with screening, and a drive-through is not.
- Tree preservation ordinance changes – excluding two “junk” tree species from preservation requirements and creating more flexible protective fencing requirements.
- Add a section to allow for small wind power-generating turbines, similar to solar energy systems.
- Residential storm water permits (ReSWP) are a new tool for accounting for excess impervious coverage on residential parcels while ensuring that storm water problems are avoided, but the present requirements fail to specify that a ReSWP is intended to be a tool available for older homes on small parcels to be modernized but that may not be used to facilitate excess impervious coverage on newer properties.

“Use”

The Planning Division has identified a number of “use” type amendments. Some of these are full Code sections like the sexual oriented business (S.O.B.) chapter, while others include minor clarifications.

- The Sexually Oriented Uses ordinance is likely in need of an update to account for modern uses and regulations.

- 74 ▪ Allow technical/labs/R&D facilities among the office-type uses permitted in
75 RB and CMU districts
- 76 ▪ Outdoor storage is treated by the Zoning Ordinance as though its effects are
77 similar even though the impacts of aggregate piles, construction equipment,
78 fleet vehicles, or pallets of finished goods may all be different from one
79 another. Planning Division staff would propose to regulate those different
80 kinds of outdoor storage differently to recognize their different characteristics
81 and impacts. Also, outdoor storage of any kind is limited to industrial
82 districts, but perhaps it's worth considering allowing some of the more benign
83 kinds of outdoor storage in other business/commercial districts as well.
- 84 ▪ The current repair services that are allowed in the Industrial District are
85 limited to vehicles not larger than ¾-ton. This is an accident of the definition
86 of the use, and the code should be amended as necessary to allow for the
87 repair of semi tractors and other large vehicles.
- 88 ▪ Clarify that stand-alone restaurants are allowed in the CMU District.
89 Conflicting language currently appears to prohibit stand-alone restaurants.
- 90 ▪ Limited Distribution and Warehousing definition and allowance within RB,
91 O/BP, and I.
- 92 ▪ Limited Production and Processing allowance in RB.
- 93 ▪ New/revised Telecommunication tower/antenna and equipment regulations.

94 **“Process”**

95 Since the new Zoning Ordinance established and changed a few processing items,
96 the Planning Division has identified a few more that should be considered The
97 Planning Division has also identified four non-zoning code items to be considered
98 as well.

- 99 ▪ Clarify that the Planning Commission and Staff may initiate zoning code
100 amendments as allowed by State Statutes
- 101 ▪ New and/or amended Subdivision ordinance
- 102 ▪ New and/or amended Shoreland Wetland and Storm Water Management
103 ordinance
- 104 ▪ Regulating plans for remaining areas within the CMU District
- 105 ▪ Consideration of vacation of easements by PWET
- 106 ▪ Open house standards in PC commission standards
- 107 ▪ Implementation of Twin Lakes visioning process
- 108 ▪ Notification distance for land use requests

110 **“Typographical Errors”**

111 Within the Zoning ordinance the Planning Division has located a number of typos
112 and mistakes in syntax and punctuation throughout the document that should be
113 corrected.

114 **SUGGESTED CITY COUNCIL ACTION**

115 Provide the Planning Division with consensus direction on how to proceed with
116 the proposed list of Code amendments. Additionally, if there are items that the
117 City Council believes should be considered and brought forward through the
118 process, the Council should pass a motion (s) to direct staff to add them to the list.

119 **Prepared by: City Planner Thomas Paschke (651-792-7072)**

REQUEST FOR COUNCIL ACTION

Date: 12/03/12
Item No.: 13.d

Department Approval



City Manager Approval



Item Description: Discuss Pedestrian Activated Crosswalk Signal at Dionne St. and Lexington Ave.

BACKGROUND

Councilmember Johnson requested a discussion of a pedestrian signal for Lexington Ave. at Dionne St. be added to the agenda. Staff has received numerous concerns over the past several years about the safety of pedestrians crossing Lexington Ave. at this location. City staff does rotate centerline warning signs to this location each summer season alerting drivers to the requirement to stop for pedestrians in the crosswalk.

Ramsey County has authority over Lexington Avenue and we recommend additional discussion with their staff to determine the best solutions to the safety concerns.

POLICY OBJECTIVE

The City is committed to providing pedestrian facilities that provide safe crossing of roadways.

FINANCIAL IMPACTS

Pedestrian activated signals can cost up to \$20,000 or more depending on power availability and type of signal installed. Lexington Avenue is under Ramsey County jurisdiction. Pedestrian signals have typically been a local cost when approved for installation on their roadways.

STAFF RECOMMENDATION

Staff is seeking Council direction on this item. We recommend additional discussion with Ramsey County on solutions to the safety issues of this intersection. Ramsey County will need to approve any modifications to the intersection including signal installations.

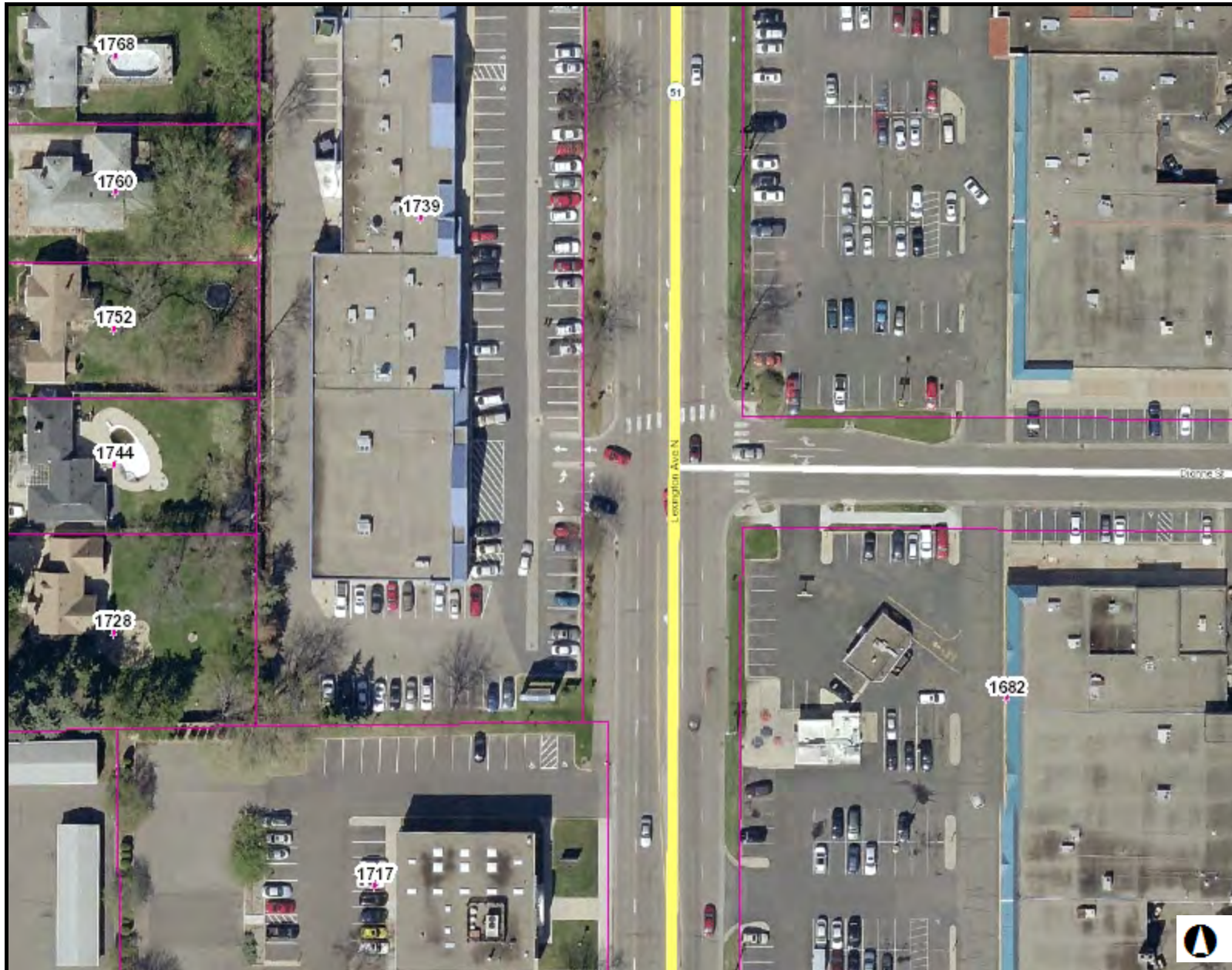
REQUESTED COUNCIL ACTION

Provide direction to staff regarding additional informational needs or action.

Prepared by: Duane Schwartz, Public Works Director
Attachments: A: Aerial map

Legend

-  County Offices
 -  City Halls
 -  Schools
 -  Hospitals
 -  Fire Stations
 -  Police Stations
 -  Recreational Centers
 -  Parcel Points
 -  Parcels
- GISRASTER.GISPUB.IMAGE_
-  High : 255
-  Low : 0



162.9 0 81.47 162.9 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
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Notes

Enter Map Description