



City Council Agenda

Monday, January 6, 2014

6:00 p.m.

City Council Chambers

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

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order: Laliberte, McGehee, Willmus, Etten, 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 December 9, 2013 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. Approve a Resolution Designating Official Bank Depositories
 - e. Approve a Resolution Designating Official Bank Signatories
 - f. Designate 2014 Legal Newspaper
 - g. Approve 2014 City Sign Permits
 - h. Approve Electrical Inspector Contract
 - i. Designate Weed Inspector
 - j. Appoint Fire Relief Association Members
 - k. Authorize Seeking Donations for Various City Functions and Events

- 6:30 p.m. l. Consider Not Waiving Statutory Liability Limits for 2014
- 6:30 p.m. **8. Consider Items Removed from Consent**
- 9. General Ordinances for Adoption**
- 10. Presentations**
- 6:35 p.m. a. Ethics Commission
- 11. Public Hearings**
- 12. Budget Items**
- 13. Business Items (Action Items)**
- 6:55 p.m. a. Designate 2014 Acting Mayor
- 7:00 p.m. b. Consider Citizen Advisory Commission Reappointments
- 7:10 p.m. c. Discuss City Council Liaisons
- 14. Business Items – Presentations/Discussions**
- 7:15 p.m. a. Discuss City Council Rules of Procedure
- 7:25 p.m. b. Discuss City Commissions Subcommittee Report
- 15. City Manager Future Agenda Review**
- 16. Councilmember Initiated Items for Future Meetings**
- 7:45 p.m. **Closed Session**
1. City Manager Performance Discussion
- 8:45 p.m. **17. Adjourn**

Some Upcoming Public Meetings.....

January			
Wednesday	Jan 1		City Offices Closed - New Year's Day Observance
Monday	Jan 6	6:00 p.m.	City Council Meeting
Tuesday	Jan 7	6:30 p.m.	Parks and Recreation Commission
Wednesday	Jan 8	6:30 p.m.	Planning Commission
Monday	Jan 13	6:00 p.m.	City Council Meeting
Monday	Jan 20		City Offices Closed - Martin Luther King Jr..
Tuesday	Jan 21	6:00 p.m.	Housing & Redevelopment Authority
Monday	Jan 27	6:00 p.m.	City Council Meeting
Tuesday	Jan 28	6:30 p.m.	Public Works, Environment & Transportation Commission

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

Date: January 6, 2014

Item: 6.a

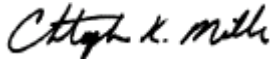
Approve December 9, 2013

Council Meeting Minutes

REQUEST FOR COUNCIL ACTION

Date: 1/06/2014
Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$1,118,217.68
72252-72519	\$1,614,745.86
Total	\$2,732,963.54

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: 12/31/2013 - 8:26 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72415	12/19/2013	Boulevard Landscaping	Operating Supplies	Brin Northwestern Glass Co	Bus Shelter Glass Replacement	729.89
0	12/04/2013	Boulevard Landscaping	Operating Supplies	Gemplers-CC	Streetscape Treatment Supplies	374.08
0	12/18/2013	Boulevard Landscaping	Operating Supplies	Grainger-CC	Valve	38.43
0	12/18/2013	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-CC	Mailbox Supplies	54.10
Operating Supplies Total:						1,196.50
Fund Total:						1,196.50
72481	12/26/2013	Building Improvements	Other Improvements	Amdahl Construction	Remodel of the City Hall Engineering	6,915.00
Other Improvements Total:						6,915.00
Fund Total:						6,915.00
0	12/11/2013	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	6.95
0	12/26/2013	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	6.93
Federal Income Tax Total:						13.88
0	12/11/2013	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	6.64
0	12/11/2013	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	1 56
0	12/26/2013	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	6.63
0	12/26/2013	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	1 56
FICA Employee Ded. Total:						16.39
0	12/11/2013	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	1 56
0	12/11/2013	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	6.64
0	12/26/2013	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	1 56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	6.63
FICA Employers Share Total:						16.39
0	12/11/2013	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	0.97
0	12/26/2013	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	0.97
MN State Retirement Total:						1.94
0	12/11/2013	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	6.07
0	12/26/2013	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	6.07
PERA Employee Ded Total:						12.14
0	12/11/2013	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	6.07
0	12/11/2013	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	0.97
0	12/26/2013	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	6.07
0	12/26/2013	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	0.97
PERA Employer Share Total:						14.08
72385	12/12/2013	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Midway Speedskating Bingo-Oct	2,245.32
72385	12/12/2013	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Youth Hockey Bingo-Oct 2013	2,211.30
Professional Services - Bingo Total:						4,456.62
0	12/11/2013	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	4.12
0	12/26/2013	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	4.12
State Income Tax Total:						8.24
Fund Total:						4,539.68
72354	12/12/2013	Community Development	Advertising	Lillie Suburban Newspaper Inc	Notices, Ordinances	10.70
Advertising Total:						10.70
0	12/05/2013	Community Development	Clothing	North Image Apparel, Inc.	Employee Clothing	328.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Clothing Total:						328.46
0	12/04/2013	Community Development	Credit Card Service Fees	US Bank-Non Bank	October Terminal Charges	1,111.55
Credit Card Service Fees Total:						1,111.55
72254	12/05/2013	Community Development	Deposits	Bauer Design Build	Construction Deposit Refund	4,000.00
72486	12/26/2013	Community Development	Deposits	BTS Construction, LLC	Construction Deposit Refund-2700 Li	4,000.00
72264	12/05/2013	Community Development	Deposits	Dellert Construction	Construction Deposit Refund	750.00
72460	12/19/2013	Community Development	Deposits	Pulte Homes	Construction Deposit Refund	800.00
72464	12/19/2013	Community Development	Deposits	Ronald Anderson Construction	Construction Deposit Refund	800.00
72398	12/12/2013	Community Development	Deposits	The Woof Room	SAC Deposit Refund	5,065.00
Deposits Total:						15,415.00
0	12/19/2013	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-Oct 2013	7,944.80
0	12/19/2013	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-Nov 2013	4,635.20
Electrical Inspections Total:						12,580.00
72438	12/19/2013	Community Development	Electrical Permits	Laughlin Electric	Electical Permit Refund	96.00
Electrical Permits Total:						96.00
0	12/11/2013	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	3,895.92
0	12/26/2013	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	4,489.59
Federal Income Tax Total:						8,385.51
0	12/11/2013	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,616.43
0	12/11/2013	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare Ei	451 19
0	12/26/2013	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare Ei	480 15
0	12/26/2013	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,740.44
FICA Employee Ded. Total:						4,288.21
0	12/11/2013	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare Ei	451 19
0	12/11/2013	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,616.43
0	12/26/2013	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,740.44
0	12/26/2013	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare Ei	480 15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	4,288.21
72469	12/19/2013	Community Development	Heating Permits	Snelling Company	Mechanical Permit Refund	92.80
					Heating Permits Total:	92.80
72349	12/12/2013	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Emplc	370.00
					HRA Employer Total:	370.00
72376	12/12/2013	Community Development	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Emplc	96.15
72508	12/26/2013	Community Development	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Emplc	96.15
					HSA Employee Total:	192.30
72376	12/12/2013	Community Development	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Emplc	680.00
					HSA Employer Total:	680.00
0	12/12/2013	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	384.99
0	12/26/2013	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	385.01
					ICMA Def Comp Total:	770.00
72389	12/12/2013	Community Development	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	226.09
					Life Ins. Employee Total:	226.09
72389	12/12/2013	Community Development	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	80.80
					Life Ins. Employer Total:	80.80
72389	12/12/2013	Community Development	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	183.57
					Long Term Disability Total:	183.57
72370	12/12/2013	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	532.32
					Medical Ins Employee Total:	532.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72370	12/12/2013	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	3,745.84
					Medical Ins Employer Total:	3,745.84
0	12/11/2013	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	293.39
0	12/26/2013	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	319.03
					MN State Retirement Total:	612.42
0	12/11/2013	Community Development	MND CP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MND CP De	545.00
0	12/26/2013	Community Development	MND CP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MND CP De	545.00
					MND CP Def Comp Total:	1,090.00
0	12/19/2013	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	113.48
					Office Supplies Total:	113.48
0	12/18/2013	Community Development	Operating Supplies	Techstreet-CC	Building Code Standards	46.06
					Operating Supplies Total:	46.06
0	12/11/2013	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,923.70
0	12/26/2013	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	2,065.85
					PERA Employee Ded Total:	3,989.55
0	12/11/2013	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,923.70
0	12/11/2013	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	307.79
0	12/26/2013	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	330.55
0	12/26/2013	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	2,065.85
					PERA Employer Share Total:	4,627.89
72424	12/19/2013	Community Development	Professional Services	Donald Salverda & Associates	Leadership Program-Trudgeon	600.00
72492	12/26/2013	Community Development	Professional Services	Donald Salverda & Associates	Women's Leadership Growth Group	600.00
72446	12/19/2013	Community Development	Professional Services	McCaren Designs, Inc.	Lift Usage	3,000.00
72448	12/19/2013	Community Development	Professional Services	Scott McKown	Plan Review for Horton Inc.	682.50
72454	12/19/2013	Community Development	Professional Services	Opportunity Services	24.75 Hours of Service	260.37
72301	12/05/2013	Community Development	Professional Services	TMR Quality Lawn Service	Lawn Service At 2668 N Lexington A	80.00
72406	12/12/2013	Community Development	Professional Services	Verizon Wireless	Cell Phones	35.07

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/04/2013	Community Development	Professional Services	Vroman Systems- CC	Rental Registration, Living Smarter F	24.98
Professional Services Total:						5,282.92
0	12/11/2013	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	1,483.14
0	12/26/2013	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	1,649.71
State Income Tax Total:						3,132.85
0	12/04/2013	Community Development	Training	10K Lakes-CC	Mixed Occupancies Training	420.00
72335	12/12/2013	Community Development	Training	Donald Salverda & Associates	Leadership Books	91.81
72424	12/19/2013	Community Development	Training	Donald Salverda & Associates	Leadership Program-Paschke	600.00
Training Total:						1,111.81
0	12/04/2013	Community Development	Transportation	Parking Ramp-CC	Parking	15.00
Transportation Total:						15.00
Fund Total:						73,399.34
0	12/11/2013	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	528.10
0	12/26/2013	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	501.39
Federal Income Tax Total:						1,029.49
0	12/11/2013	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	48.30
0	12/11/2013	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	206.51
0	12/26/2013	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	199.44
0	12/26/2013	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	46.64
FICA Employee Ded. Total:						500.89
0	12/11/2013	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	48.30
0	12/11/2013	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	206.51
0	12/26/2013	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	46.64
0	12/26/2013	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	199.44
FICA Employers Share Total:						500.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72376	12/12/2013	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	18.46
72508	12/26/2013	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	18.46
HSA Employee Total:						36.92
72376	12/12/2013	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Empl	200.00
HSA Employer Total:						200.00
72389	12/12/2013	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	8.08
Life Ins. Employer Total:						8.08
72389	12/12/2013	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	19.68
Long Term Disability Total:						19.68
72370	12/12/2013	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	359.94
Medical Ins Employer Total:						359.94
0	12/11/2013	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	33 19
0	12/26/2013	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	32 04
MN State Retirement Total:						65.23
0	12/05/2013	Contracted Engineering Svcs	Office Supplies	North Image Apparel, Inc.	Employee Clothing	352.84
0	12/05/2013	Contracted Engineering Svcs	Office Supplies	North Image Apparel, Inc.	Employee Clothing	202.31
Office Supplies Total:						555.15
0	12/11/2013	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	207 45
0	12/26/2013	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	200 25
PERA Employee Ded Total:						407.70
0	12/11/2013	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	207 45
0	12/11/2013	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	33 19
0	12/26/2013	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	32 04
0	12/26/2013	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	200 25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						472.93
0	12/11/2013	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	177.21
0	12/26/2013	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	169.68
State Income Tax Total:						346.89
Fund Total:						4,503.79
72482	12/26/2013	East Metro SWAT	Professional Services	American Messaging	Interpreter Service	278.32
Professional Services Total:						278.32
Fund Total:						278.32
72268	12/05/2013	Fire Station 2011	Contractor Payments	Friedges Drywall, Inc.	Cover up pipes at north end of ice rinl	735.00
Contractor Payments Total:						735.00
72325	12/12/2013	Fire Station 2011	Professional Services	Bossardt Corporation	Senior Project Superintendent	233.20
72307	12/12/2013	Fire Station 2011	Professional Services	Brothers Fire Protection, Inc.	Fire Protection	3,233.25
72308	12/12/2013	Fire Station 2011	Professional Services	Floors By Becker, Inc.	Resilient Flooring/Carpet	2,467.25
72309	12/12/2013	Fire Station 2011	Professional Services	Gardeneer Inc.	Landscaping	4,908.15
72310	12/12/2013	Fire Station 2011	Professional Services	Hanson Structural Precast, Inc.	Structural Precast Concrete	838.15
72311	12/12/2013	Fire Station 2011	Professional Services	High Performance Coatings	Painting	3,755.35
72352	12/12/2013	Fire Station 2011	Professional Services	Karges-Faulkonbridge, Inc.	Fire Station Commissioning Services	2,371.49
72312	12/12/2013	Fire Station 2011	Professional Services	Kelleher Construction Co.	Cast-In-Place Concrete Slab	775.20
72313	12/12/2013	Fire Station 2011	Professional Services	Maxx Steel Erectors	Structural Steel Erection	8,856.85
72314	12/12/2013	Fire Station 2011	Professional Services	Superior Tile & Terrazzo, Inc.	Tile	3,543.60
72315	12/12/2013	Fire Station 2011	Professional Services	Thelen Heating & Roofing, Inc.	Roofing/Sheet Metal	15,683.75
72316	12/12/2013	Fire Station 2011	Professional Services	Thompson Construction of Princeto	Cast-In-Place Concrete	10,814.90
72317	12/12/2013	Fire Station 2011	Professional Services	Thyssenkrupp Elevator Corp.	Elevator	2,700.45
72318	12/12/2013	Fire Station 2011	Professional Services	Twin City Acoustics, Inc.	Acoustical Ceilings	1,635.55
Professional Services Total:						61,817.14
0	12/04/2013	Fire Station 2011	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	547.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Use Tax Payable Total:						547.41
Fund Total:						63,099.55
0	12/12/2013	Fire Vehicles Revolving	Furniture & Fixtures	MES, Inc.	TCS Accy Kit 1	6,256.47
Furniture & Fixtures Total:						6,256.47
Fund Total:						6,256.47
0	12/04/2013	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	225.40
209000 - Sales Tax Payable Total:						225.40
0	12/18/2013	General Fund	209001 - Use Tax Payable	Amazon.com- CC	Sales/Use Tax	-28.92
0	12/18/2013	General Fund	209001 - Use Tax Payable	Amazon.com- CC	Sales/Use Tax	-1.10
0	12/04/2013	General Fund	209001 - Use Tax Payable	Amazon.com- CC	Sales/Use Tax	-4.74
0	12/04/2013	General Fund	209001 - Use Tax Payable	Battery Mart-CC	Sales/Use Tax	-9.45
0	12/18/2013	General Fund	209001 - Use Tax Payable	Craftsman Book Co-CC	Sales/Use Tax	-6.02
0	12/18/2013	General Fund	209001 - Use Tax Payable	Door Opener-CC	Sales/Use Tax	-3.66
72265	12/05/2013	General Fund	209001 - Use Tax Payable	EMP	Use Tax Payable	-0.78
0	12/04/2013	General Fund	209001 - Use Tax Payable	Evident Inc-CC	Sales/Use Tax	-9.14
72271	12/05/2013	General Fund	209001 - Use Tax Payable	Harmon Auto Glass	Use Tax Payable	-11.35
72497	12/26/2013	General Fund	209001 - Use Tax Payable	K9 Dynamics	Sales/Use Tax	-38.72
0	12/18/2013	General Fund	209001 - Use Tax Payable	McGruff Safe Kids-CC	Sales/Use Tax	-3.99
0	12/04/2013	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	469.66
0	12/04/2013	General Fund	209001 - Use Tax Payable	Peavey Corporation - CC	Sales/Use Tax	-7.06
0	12/04/2013	General Fund	209001 - Use Tax Payable	Print It 4 Less-CC	Sales/Use Tax	-10.38
209001 - Use Tax Payable Total:						334.35
0	12/19/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	829.05
0	12/12/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	600.00
0	12/19/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	719.63
0	12/05/2013	General Fund	211402 - Flex Spending Health		Flex Reimbursement	1,022.90
0	12/26/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	357.19
0	12/19/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	600.00
0	12/05/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	298.57
0	12/19/2013	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	350.00

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211402 - Flex Spending Health Total:						4,777.34
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,368.75
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	559.82
0	12/12/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	250.00
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	386.79
0	12/12/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	2,157.50
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	134.62
0	12/12/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	385.00
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	315.00
0	12/19/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,090.65
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,542.87
0	12/19/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	12/05/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	12/12/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	4,807.75
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,000.00
0	12/12/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	902.70
0	12/26/2013	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
211403 - Flex Spend Day Care Total:						15,670.69
72354	12/12/2013	General Fund	Advertising	Lillie Suburban Newspaper Inc	Notices, Ordinances	37.45
Advertising Total:						37.45
0	12/12/2013	General Fund	Career Development Training	First Advantage LNS Occ. Health S	Drug Test	59.00
Career Development Training Total:						59.00
72320	12/12/2013	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	245.80
72320	12/12/2013	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	62.76
72410	12/19/2013	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	175.85
72483	12/26/2013	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	91.40
72483	12/26/2013	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	104.50
72328	12/12/2013	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
72328	12/12/2013	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
72419	12/19/2013	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
72403	12/12/2013	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	287.49
72403	12/12/2013	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	81.50
72517	12/26/2013	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	45.00

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72517	12/26/2013	General Fund	Clothing	Uniforms Unlimited, Inc.	Credit	-45.00
Clothing Total:						1,141.34
72506	12/26/2013	General Fund	Computer Software	Perfect Software	Implementation Services	5,836.25
72506	12/26/2013	General Fund	Computer Software	Perfect Software	Quarterly Subscription Services	4,755.00
72506	12/26/2013	General Fund	Computer Software	Perfect Software	Training	2,800.00
72506	12/26/2013	General Fund	Computer Software	Perfect Software	Implementation Services	4,110.75
Computer Software Total:						17,502.00
72412	12/19/2013	General Fund	Conferences	BCA/Criminal Justice Training & E	Interview & Interrogation Training-C	190.00
72412	12/19/2013	General Fund	Conferences	BCA/Criminal Justice Training & E	Interview & Interrogation Training-Pi	190.00
0	12/26/2013	General Fund	Conferences	City of St. Paul	Background Investigation Training	195.00
0	12/12/2013	General Fund	Conferences	Brenda Davitt	Conference Air Fare Reimbursement	1,379.60
72444	12/19/2013	General Fund	Conferences	MAMA	ROWE Conference	20.00
0	12/18/2013	General Fund	Conferences	Mansettis-CC	Conference Meals	34.00
72451	12/19/2013	General Fund	Conferences	MPERLA	Conference Registration-Bacon	75.00
0	12/18/2013	General Fund	Conferences	Regonline-CC	SWAT Training Registration	50.00
72295	12/05/2013	General Fund	Conferences	Springbrook Software	2014 Springbrook Client Conference	1,390.00
72388	12/12/2013	General Fund	Conferences	St. Paul Police Dept-PDI	Background Investigations Training	199.00
0	12/18/2013	General Fund	Conferences	U of M CCE Online-CC	APWA Fall Conference Registration	235.00
Conferences Total:						3,957.60
72333	12/12/2013	General Fund	Contract Maint. - City Hall	Davis Lock & Safe Inc	Labor-Repair	20.00
0	12/05/2013	General Fund	Contract Maint. - City Hall	Jeff's S.O.S. Drain Cleaning, Corp.	Fix Urinal in Men's Locker Room	180.00
0	12/18/2013	General Fund	Contract Maint. - City Hall	Nitti Sanitation-CC	Regular Service	153.00
72292	12/05/2013	General Fund	Contract Maint. - City Hall	Schindler Elevator Corporation	Quarterly Billing	1,254.81
72400	12/12/2013	General Fund	Contract Maint. - City Hall	Tremco	Inspection and Maintenance of Public	1,775.00
72477	12/19/2013	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Plumbing Service	810.90
Contract Maint. - City Hall Total:						4,193.71
72427	12/19/2013	General Fund	Contract Maint. - City Garage	Green Lights Recycling, Inc.	Fluorescent Lamp Recycling	271.13
72355	12/12/2013	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	General Cleaning-Nov 2013	942.64
0	12/18/2013	General Fund	Contract Maint. - City Garage	Nitti Sanitation-CC	Regular Service	224.40
72283	12/05/2013	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northland	Repair Door Not Opening Properly	997.88
72407	12/17/2013	General Fund	Contract Maint. - City Garage	STI/SPFA	Equipment Testing	10.00
Contract Maint. - City Garage Total:						2,446.05

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0	12/19/2013	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Contract Maintenance	1,361.25
0	12/19/2013	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Contract Maintenance	1,361.25
Contract Maint. H.V.A.C. Total:						2,722.50
0	12/19/2013	General Fund	Contract Maint.- Old City Hall	Yale Mechanical, LLC	Boiler Start Up	291.25
Contract Maint.- Old City Hall Total:						291.25
0	12/26/2013	General Fund	Contract Maintenance	City of St. Paul	Radio Service & Maintenance	579.14
72421	12/19/2013	General Fund	Contract Maintenance	Comcast	Cable TV	104.79
72494	12/26/2013	General Fund	Contract Maintenance	Hotsy of Minnesota	Soap, Pump Oil	126.43
72355	12/12/2013	General Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-Nov 2013	579.26
72279	12/05/2013	General Fund	Contract Maintenance	MN Dept Labor & Industry	Boiler	10.00
0	12/18/2013	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	71.40
0	12/18/2013	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	34.00
72510	12/26/2013	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-Dec 2013	15.60
72510	12/26/2013	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	209.04
72510	12/26/2013	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-Dec 2013	371.28
72404	12/12/2013	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal	3,259.69
72404	12/12/2013	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal	1,175.63
72406	12/12/2013	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	378.27
Contract Maintenance Total:						6,914.53
72428	12/19/2013	General Fund	Contract Maintenance Vehicles	Hamline Auto Body	Vehicle Repair	2,869.05
72345	12/12/2013	General Fund	Contract Maintenance Vehicles	Harmon Auto Glass	2013 Blanket PO for Vehicle Repairs	265.00
72271	12/05/2013	General Fund	Contract Maintenance Vehicles	Harmon Auto Glass	Door Tint	276.35
72346	12/12/2013	General Fund	Contract Maintenance Vehicles	HealthEast Vehicle Services	Squad Car Refurbishing	11,298.84
72346	12/12/2013	General Fund	Contract Maintenance Vehicles	HealthEast Vehicle Services	Squad Car Refurbishing	221.40
0	12/26/2013	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	120.50
72461	12/19/2013	General Fund	Contract Maintenance Vehicles	Red Power Diesel Service	Fire Truck Service	1,778.04
72382	12/12/2013	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	2013 Blanket PO for Vehicle Repairs	41.92
72382	12/12/2013	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	2013 Blanket PO for Vehicle Repairs	707.83
72466	12/19/2013	General Fund	Contract Maintenance Vehicles	Rosenbauer Minnesota, LLC	Wiper Arm	91.72
72290	12/05/2013	General Fund	Contract Maintenance Vehicles	Rosenbauer Minnesota, LLC	Foam with Seat Switch	136.13
72383	12/12/2013	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	1,314.53
72383	12/12/2013	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	764.94
72291	12/05/2013	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	143.09
Contract Maintenance Vehicles Total:						20,029.34

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72510	12/26/2013	General Fund	Dispatching Services	Ramsey County	911 Dispatch Service-Dec 2013	26,637.60
Dispatching Services Total:						26,637.60
0	12/26/2013	General Fund	Employee Recognition	Eldona Bacon	Supplies Reimbursement	41.97
0	12/18/2013	General Fund	Employee Recognition	Byerly's- CC	Bakery Items	35.99
0	12/04/2013	General Fund	Employee Recognition	Byerly's- CC	Sheet Cake	79.99
72358	12/12/2013	General Fund	Employee Recognition	Petra Marquart	Employee Luncheon Presentation	1,000.00
0	12/18/2013	General Fund	Employee Recognition	Panera Bread-CC	Lunch for Communications Manager	64.21
72405	12/12/2013	General Fund	Employee Recognition	US Bank	Service Awards	70.00
0	12/04/2013	General Fund	Employee Recognition	Zerbee-CC	Frames	210.06
Employee Recognition Total:						1,502.22
72370	12/12/2013	General Fund	Employer Insurance	NJPA	Health Insurance Premium-Dec 2013	870.00
72370	12/12/2013	General Fund	Employer Insurance	NJPA	Health Insurance Premium-Dec 2013	890.00
Employer Insurance Total:						1,760.00
0	12/11/2013	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	32,637.94
0	12/26/2013	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	34,022.67
Federal Income Tax Total:						66,660.61
0	12/11/2013	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	4,070.11
0	12/11/2013	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	6,241.00
0	12/26/2013	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	4,176.85
0	12/26/2013	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	6,516.64
FICA Employee Ded. Total:						21,004.60
0	12/11/2013	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	4,070.11
0	12/11/2013	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	6,241.00
0	12/26/2013	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	6,516.64
0	12/26/2013	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	4,176.85
FICA Employers Share Total:						21,004.60
72349	12/12/2013	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	3,971.50

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HRA Employer Total:						3,971.50
72376	12/12/2013	General Fund	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	2,018.57
72508	12/26/2013	General Fund	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	2,014.30
HSA Employee Total:						4,032.87
72376	12/12/2013	General Fund	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Emplo	6,445.00
HSA Employer Total:						6,445.00
0	12/12/2013	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	2,879.89
0	12/26/2013	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	2,979.87
ICMA Def Comp Total:						5,859.76
72389	12/12/2013	General Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	1,411.26
Life Ins. Employee Total:						1,411.26
72389	12/12/2013	General Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	439.43
Life Ins. Employer Total:						439.43
72389	12/12/2013	General Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	1,368.31
Long Term Disability Total:						1,368.31
72370	12/12/2013	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	6,873.90
72370	12/12/2013	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013-	6,605.02
Medical Ins Employee Total:						13,478.92
72370	12/12/2013	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	37,048.12
Medical Ins Employer Total:						37,048.12
0	12/19/2013	General Fund	Medical Services	First Advantage LNS Occ. Health S	Drug, Alcohol Testing	570.00
72503	12/26/2013	General Fund	Medical Services	Multicare Associates	DOT Exam	74.00
72503	12/26/2013	General Fund	Medical Services	Multicare Associates	Record Review, Breath Test	31.00

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Medical Services Total:						675.00
72350	12/12/2013	General Fund	Memberships & Subscriptions	IPMA-HR MN	Membership Dues	100.00
72450	12/19/2013	General Fund	Memberships & Subscriptions	MN State Fire Chiefs Associati	2014 Membership Dues	293.00
0	12/05/2013	General Fund	Memberships & Subscriptions	Roseville Rotary	Fees and Meals Nov -March 2014	554.00
72384	12/12/2013	General Fund	Memberships & Subscriptions	Rowekamp Associates	Rowemap	320.63
72518	12/26/2013	General Fund	Memberships & Subscriptions	USPCA	Membership Renewal: Jennings, Lov	100.00
Memberships & Subscriptions Total:						1,367.63
0	12/12/2013	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.12.2013 Minnesota F	263.22
0	12/26/2013	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.12.2013 Minnesota F	789.95
Minnesota Benefit Ded Total:						1,053.17
72276	12/05/2013	General Fund	Miscellaneous	LMHRC	2014 Dues	100.00
Miscellaneous Total:						100.00
0	12/11/2013	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	2,837.97
0	12/26/2013	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	2,876.20
MN State Retirement Total:						5,714.17
0	12/11/2013	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	6,037.12
0	12/26/2013	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	5,696.53
MNDCP Def Comp Total:						11,733.65
0	12/04/2013	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	Fuel Tax-Nov 2013	25.00
0	12/12/2013	General Fund	Motor Fuel	Yocum Oil	2013 Blanket PO for fuel; 2013 state	10,842.80
0	12/26/2013	General Fund	Motor Fuel	Yocum Oil	2013 Blanket PO for fuel; 2013 state	25,037.81
Motor Fuel Total:						35,905.61
72488	12/26/2013	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transactions-Nov 2013	1,471.50
Non Business Licenses - Pawn Total:						1,471.50
0	12/04/2013	General Fund	Office Supplies	Amazon.com- CC	Paper Drill	73.68

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72326	12/12/2013	General Fund	Office Supplies	CES Imaging	Paper, Toner	457.37
72431	12/19/2013	General Fund	Office Supplies	Impressive Print	Business Card	74.81
72495	12/26/2013	General Fund	Office Supplies	Impressive Print	Pet License Forms	246.88
0	12/19/2013	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	67.01
0	12/19/2013	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	254.91
0	12/19/2013	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	74.22
0	12/18/2013	General Fund	Office Supplies	Office Depot- CC	Office Supplies	13.92
0	12/04/2013	General Fund	Office Supplies	PCC Sales-CC	Thermal Paper	45.81
0	12/18/2013	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	10.40
0	12/04/2013	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	49.27
0	12/04/2013	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	8.98
0	12/04/2013	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	55.54
0	12/04/2013	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	10.71
0	12/18/2013	General Fund	Office Supplies	Staples-CC	Office Supplies	32.13
0	12/04/2013	General Fund	Office Supplies	Staples-CC	Office Supplies	25.15
0	12/04/2013	General Fund	Office Supplies	Target- CC	Office Supplies	21.41
0	12/04/2013	General Fund	Office Supplies	Verizon-CC	Office Supplies	16.06
Office Supplies Total:						1,538.26
72441	12/19/2013	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Vacuum Battery	261.97
0	12/04/2013	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-CC	Light Bulbs	19.26
72401	12/12/2013	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	472.41
Op Supplies - City Hall Total:						753.64
0	12/26/2013	General Fund	Operating Supplies	3D Specialties	Telespar	4,730.39
0	12/18/2013	General Fund	Operating Supplies	Amazon.com- CC	Flag Display Case	449.52
0	12/18/2013	General Fund	Operating Supplies	Amazon.com- CC	Crime Scene Fingerprinting Supplies	17.10
0	12/26/2013	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	325.99
0	12/04/2013	General Fund	Operating Supplies	Battery Mart-CC	Batteries	146.97
0	12/18/2013	General Fund	Operating Supplies	CDWG- CC	Microphone Pouch	209.90
72418	12/19/2013	General Fund	Operating Supplies	CES Imaging	Ink	9.36
0	12/18/2013	General Fund	Operating Supplies	Davis Lock & Safe-CC	Keys	63.20
0	12/12/2013	General Fund	Operating Supplies	Brenda Davitt	LED Lights & Ornaments for Holiday	202.64
0	12/18/2013	General Fund	Operating Supplies	Door Opener-CC	Dip Switch Remotes	56.91
0	12/04/2013	General Fund	Operating Supplies	Evident Inc-CC	Evidence Supplies	142.14
0	12/19/2013	General Fund	Operating Supplies	Fastenal Company Inc.	Station Supplies	359.49
0	12/04/2013	General Fund	Operating Supplies	Fastenal-CC	Supplies	10.77
0	12/04/2013	General Fund	Operating Supplies	Fastsigns-CC	Station Supplies	10.72
0	12/18/2013	General Fund	Operating Supplies	Fed Ex Kinko's-CC	Shipping Charge	11.11
0	12/04/2013	General Fund	Operating Supplies	FleetPride Truck & Trailer-CC	Mudflaps	20.84
72425	12/19/2013	General Fund	Operating Supplies	Fra-Dor Inc.	Received Street Loads	96.00

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0	12/19/2013	General Fund	Operating Supplies	General Industrial Supply Co.	Footwear Traction	166.73
0	12/19/2013	General Fund	Operating Supplies	General Industrial Supply Co.	Squincher	70.31
0	12/19/2013	General Fund	Operating Supplies	General Industrial Supply Co.	Footwear Traction	111.15
0	12/04/2013	General Fund	Operating Supplies	General Industrial Supply-CC	Supplies	48.51
0	12/12/2013	General Fund	Operating Supplies	Grainger Inc	Spreader	139.19
0	12/12/2013	General Fund	Operating Supplies	Grainger Inc	Ear Plugs	48.48
0	12/19/2013	General Fund	Operating Supplies	Grainger Inc	Half Slot Channel	740.43
0	12/19/2013	General Fund	Operating Supplies	Grainger Inc	Mini IR Therm	71.23
0	12/18/2013	General Fund	Operating Supplies	Home Depot- CC	Super Glue	12.44
0	12/18/2013	General Fund	Operating Supplies	Home Depot- CC	Station Supplies	34.23
72431	12/19/2013	General Fund	Operating Supplies	Impressive Print	Business Card	37.41
0	12/12/2013	General Fund	Operating Supplies	John Jorgensen	Supplies Reimbursement	6.79
72497	12/26/2013	General Fund	Operating Supplies	K9 Dynamics	K9 Harnesses	601.99
0	12/18/2013	General Fund	Operating Supplies	McGruff Safe Kids-CC	Anti Bullying Stickers	61.99
0	12/04/2013	General Fund	Operating Supplies	Menards-CC	Station Supplies	39.77
0	12/04/2013	General Fund	Operating Supplies	Menards-CC	End Cap	4.25
0	12/04/2013	General Fund	Operating Supplies	Menards-CC	Station Supplies	141.21
0	12/19/2013	General Fund	Operating Supplies	MES, Inc.	Hoses	1,123.53
0	12/18/2013	General Fund	Operating Supplies	Mn Bookstore-CC	Data Practices Book	30.01
72452	12/19/2013	General Fund	Operating Supplies	Networkfleet, Inc.	Monthly Service-Dec	145.75
72371	12/12/2013	General Fund	Operating Supplies	North American Salt Co.	Road Salt	8,151.91
72504	12/26/2013	General Fund	Operating Supplies	North American Salt Co.	Road Salt	1,827.40
72504	12/26/2013	General Fund	Operating Supplies	North American Salt Co.	Road Salt	12,033.21
0	12/04/2013	General Fund	Operating Supplies	Panera Bread-CC	CSO Interviewers Lunch	53.51
0	12/04/2013	General Fund	Operating Supplies	Peavey Corporation - CC	Evidence Supplies	109.81
0	12/05/2013	General Fund	Operating Supplies	Rapit Printing	Patient Report Forms	220.76
0	12/04/2013	General Fund	Operating Supplies	S & T Office Products-CC	Office Supplies	4.68
0	12/04/2013	General Fund	Operating Supplies	Sears Roebuck-CC	Cart	377.20
0	12/05/2013	General Fund	Operating Supplies	SHI International Corp	Toner Cartridge	468.69
72294	12/05/2013	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Ice Bite	1,351.97
72471	12/19/2013	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	163.69
72391	12/12/2013	General Fund	Operating Supplies	State of Minnesota	2013 Citations	387.07
0	12/18/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	14.71
0	12/18/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	16.00
0	12/18/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	8.24
0	12/04/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	55.68
0	12/04/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Sawzal Blade	34.90
0	12/04/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	111.12
0	12/04/2013	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	27.84
0	12/18/2013	General Fund	Operating Supplies	Target- CC	Reynolds Wrap	2.07
0	12/04/2013	General Fund	Operating Supplies	Target- CC	Photo Prints	5.65
0	12/04/2013	General Fund	Operating Supplies	Target- CC	Gift Card for Translation Services	50.00
72514	12/26/2013	General Fund	Operating Supplies	Trans Union LLC	Employment Credit Report	5.75
72515	12/26/2013	General Fund	Operating Supplies	Truck Utilities, Inc.	Polyedge	219.09

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/04/2013	General Fund	Operating Supplies	Uline-CC	Evidence Supplies	609.17
72403	12/12/2013	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Uniform Supplies	21.27
72475	12/19/2013	General Fund	Operating Supplies	US Bank	Cash for Police Testing Process	315.00
0	12/04/2013	General Fund	Operating Supplies	USPS-CC	Postage	25.06
0	12/04/2013	General Fund	Operating Supplies	Viking Industrial Center-CC	Supplies	31.06
0	12/26/2013	General Fund	Operating Supplies	Steve Zweber	Wather Monitor Internet Service	76.83
Operating Supplies Total:						37,277.79
0	12/04/2013	General Fund	Operating Supplies City Garage	Target- CC	Toaster	26.77
72519	12/26/2013	General Fund	Operating Supplies City Garage	Viking Electric Supply, Inc.	Tubing	451.23
Operating Supplies City Garage Total:						478.00
0	12/11/2013	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	21,742.29
0	12/11/2013	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 PERA Catcl	70.49
0	12/26/2013	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	22,965.18
PERA Employee Ded Total:						44,777.96
0	12/11/2013	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 PERA Empl	105.73
0	12/11/2013	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	874.18
0	12/11/2013	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	29,881.62
0	12/26/2013	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	937.87
0	12/26/2013	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	31,482.84
PERA Employer Share Total:						63,282.24
0	12/26/2013	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#7258500	PR Batch 00002.12.2013 PERA Life	32.00
PERA Life Ins. Ded. Total:						32.00
0	12/04/2013	General Fund	Police Explorer Program	Black Bear Hotel-CC	Explorer Lodging	854.91
0	12/04/2013	General Fund	Police Explorer Program	McDonalds-CC	Explorer Meals	51.68
Police Explorer Program Total:						906.59
0	12/26/2013	General Fund	Police Reserve Program	Streicher's	Traffic Vests	415.00
72403	12/12/2013	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	60.39
72517	12/26/2013	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	144.54
72517	12/26/2013	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	326.93

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Police Reserve Program Total:						946.86
0	12/04/2013	General Fund	Postage	Pitney Bowes - Non Bank	November Postage	3,000.00
Postage Total:						3,000.00
0	12/04/2013	General Fund	Printing	Print It 4 Less-CC	Forms	161.29
Printing Total:						161.29
72480	12/26/2013	General Fund	Professional Services	A Child Is Missing	Missing Child Alert System	450.00
72481	12/26/2013	General Fund	Professional Services	Amdahl Construction	Plaque Hanging, Bike Strip Fastening	365.00
72414	12/19/2013	General Fund	Professional Services	Brighton Veterinary Hospital	Animal Control Services	1,950.00
0	12/18/2013	General Fund	Professional Services	Employtest-CC	Online Tests	50.00
0	12/18/2013	General Fund	Professional Services	Employtest-CC	Online Tests	175.00
0	12/19/2013	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Legal Services Through Nov 30	14,667.00
0	12/05/2013	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Legal Services-Prosecution	12,303.00
72437	12/19/2013	General Fund	Professional Services	Language Line Services	Interpreter Service	60.63
72439	12/19/2013	General Fund	Professional Services	LexisNexis Risk Data Mgmt, Inc.	People Searches	78.20
72355	12/12/2013	General Fund	Professional Services	Linn Building Maintenance	General Cleaning-Nov 2013	3,337.71
72359	12/12/2013	General Fund	Professional Services	Martin McAllister, Inc.	Public Safety Assessment-Brown	450.00
72278	12/05/2013	General Fund	Professional Services	Metropolitan Courier Corp.	November 2013 Armored Car Service	799.43
72368	12/12/2013	General Fund	Professional Services	Multicare Associates	Records Review, Blood Lead	211.00
72503	12/26/2013	General Fund	Professional Services	Multicare Associates	Drug Screening, Medical Exam	447.00
72503	12/26/2013	General Fund	Professional Services	Multicare Associates	Record Review, Breath Test	12.00
72503	12/26/2013	General Fund	Professional Services	Multicare Associates	Blood Lead Testing, Record Reviews	211.00
72373	12/12/2013	General Fund	Professional Services	Office Team	Administration Labor	476.33
72453	12/19/2013	General Fund	Professional Services	Office Team	Administration Labor	793.88
72505	12/26/2013	General Fund	Professional Services	Office Team	Administration Labor	793.88
72282	12/05/2013	General Fund	Professional Services	Office Team	Theresa Gerber Admin	793.88
72378	12/12/2013	General Fund	Professional Services	Ramsey County Prop Rec & Rev	Memorial 1st Certificate Declaration	46.00
72377	12/12/2013	General Fund	Professional Services	Ramsey County	Election Contract-4th Quarter	13,437.50
72377	12/12/2013	General Fund	Professional Services	Ramsey County	2012 TIF Financing Administrative C	49.08
72377	12/12/2013	General Fund	Professional Services	Ramsey County	Truth in Taxation Notice Reimburse	2,780.26
72392	12/12/2013	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	304.75
72392	12/12/2013	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.92
72472	12/19/2013	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	345.00
72472	12/19/2013	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	4.92
72297	12/05/2013	General Fund	Professional Services	Sheila Stowell	11/25/13 Council Meeting	419.75
72297	12/05/2013	General Fund	Professional Services	Sheila Stowell	Mileage	4.92
0	12/18/2013	General Fund	Professional Services	Survey Monkey.com-CC	Monthly Plan	24.00
72300	12/05/2013	General Fund	Professional Services	Time Saver Off Site Secretarial	Human Rights Commission Meeting	172.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72514	12/26/2013	General Fund	Professional Services	Trans Union LLC	Employment Credit Report	10.90
72402	12/12/2013	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	122.91
72402	12/12/2013	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	224.44
72402	12/12/2013	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
72302	12/05/2013	General Fund	Professional Services	Twin City Lawncare & Landscape	Fence, Retaining Wall Repair	960.00
72302	12/05/2013	General Fund	Professional Services	Twin City Lawncare & Landscape	Wall Repair at City Pathway (2323 Te	9,025.00
Professional Services Total:						66,453.03
0	12/11/2013	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	12,894.58
0	12/26/2013	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	13,358.96
State Income Tax Total:						26,253.54
0	12/18/2013	General Fund	Telephone	Sprint- CC	Cell Phones	59.03
0	12/18/2013	General Fund	Telephone	Sprint- CC	Cell Phones	164.46
0	12/18/2013	General Fund	Telephone	Sprint- CC	Cell Phones	119.97
72298	12/05/2013	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	129.04
72298	12/05/2013	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	24.95
72298	12/05/2013	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	79.68
72298	12/05/2013	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	151.79
72298	12/05/2013	General Fund	Telephone	T Mobile	Cell Phones-Acct: 771707201	39.99
72406	12/12/2013	General Fund	Telephone	Verizon Wireless	Cell Phones	770.40
Telephone Total:						1,539.31
0	12/18/2013	General Fund	Training	Craftsman Book Co-CC	Maintenance Managers Manual	93.58
0	12/18/2013	General Fund	Training	Cub Foods- CC	Training Supplies	41.40
0	12/26/2013	General Fund	Training	Amy Cuddihy	Training Expenses Reimbursement	44.43
0	12/26/2013	General Fund	Training	Franci Ellsworth	Training Expenses Reimbursement	48.47
0	12/18/2013	General Fund	Training	Employtest-CC	Online Tests	50.00
0	12/04/2013	General Fund	Training	Hennepin Tech. College- CC	Terrorism Training	195.00
0	12/18/2013	General Fund	Training	Keys Cafe & Bakery-CC	Meals During Training	46.00
72277	12/05/2013	General Fund	Training	Managed Design, LLC	Training	1,350.00
0	12/04/2013	General Fund	Training	Parking Ramp-CC	Parking	15.00
0	12/04/2013	General Fund	Training	Rainbow Foods-CC	Training Supplies	28.79
0	12/04/2013	General Fund	Training	Shamrocks-CC	Training Lunch	13.17
0	12/12/2013	General Fund	Training	Travis Steinberg	Training Supplies Reimbursement	29.74
0	12/18/2013	General Fund	Training	Superamerica- CC	Beverages	19.65
0	12/04/2013	General Fund	Training	Target- CC	Training Supplies	36.44
0	12/18/2013	General Fund	Training	U of M CCE Online-CC	APWA Fall Conference Registrations	550.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Training Total:						2,561.67
0	12/26/2013	General Fund	Transportation	Eldona Bacon	Mileage Reimbursement	196.06
72269	12/05/2013	General Fund	Transportation	Kristine Giga	Jan-May Mileage	207.36
72269	12/05/2013	General Fund	Transportation	Kristine Giga	Jun-July Mileage	177.98
0	12/05/2013	General Fund	Transportation	Jolinda Stapleton	Mileage Reimbursement	15.82
0	12/26/2013	General Fund	Transportation	Steve Zweber	Mileage Reimbursement	118.09
Transportation Total:						715.31
0	12/12/2013	General Fund	Union Dues Deduction	LELS	PR Batch 00001.12.2013 Lels Union	1,755.00
72356	12/12/2013	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Union	196.50
0	12/12/2013	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.12.2013 Local 320 U	449.00
Union Dues Deduction Total:						2,400.50
0	12/19/2013	General Fund	Utilities	Xcel Energy	Civil Defense	216.62
0	12/19/2013	General Fund	Utilities	Xcel Energy	Fire Station	2,963.37
0	12/26/2013	General Fund	Utilities	Xcel Energy	Civil Defense	61.33
0	12/26/2013	General Fund	Utilities	Xcel Energy	Traffic Signals & Street Lights	3,331.44
0	12/26/2013	General Fund	Utilities	Xcel Energy	Street Light	13,584.13
0	12/26/2013	General Fund	Utilities	Xcel Energy	Street Lights	305.04
0	12/05/2013	General Fund	Utilities	Xcel Energy	New Fire Station	513.48
0	12/05/2013	General Fund	Utilities	Xcel Energy	Street Lights & Traffic Signal	4,010.77
0	12/05/2013	General Fund	Utilities	Xcel Energy	Street Lights	59.87
0	12/05/2013	General Fund	Utilities	Xcel Energy	Street Lights	5.62
Utilities Total:						25,051.67
0	12/19/2013	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	4,272.08
Utilities - City Garage Total:						4,272.08
0	12/19/2013	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	6,426.14
Utilities - City Hall Total:						6,426.14
0	12/26/2013	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Stations	291.73
0	12/05/2013	General Fund	Utilities - Old City Hall	Xcel Energy	Historical Society	1,148.71
0	12/05/2013	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Station	440.05

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Utilities - Old City Hall Total:						1,880.49
72321	12/12/2013	General Fund	Vehicle Supplies	Astleford International Trucks	2013 Blanket PO for Vehicle Repairs	45.29
72411	12/19/2013	General Fund	Vehicle Supplies	Batteries Plus	Lithium Batteries	5.32
72336	12/12/2013	General Fund	Vehicle Supplies	EMP	Penlight, Suction Canister	27.56
72265	12/05/2013	General Fund	Vehicle Supplies	EMP	First Aid Supplies	27.49
0	12/12/2013	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2013 Blanket PO for vehicle repairs	307.45
0	12/12/2013	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2013 Blanket PO for vehicle repairs	30.57
0	12/12/2013	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2013 Blanket PO for vehicle repairs	163.50
0	12/19/2013	General Fund	Vehicle Supplies	Force America, Inc.	Modified Joystick	512.39
0	12/12/2013	General Fund	Vehicle Supplies	General Industrial Supply Co.	Eye Nylon	33.09
0	12/12/2013	General Fund	Vehicle Supplies	Grainger Inc	2013 Blanket PO for Vehicle Repairs	66.42
0	12/12/2013	General Fund	Vehicle Supplies	H & L Mesabi	2013 Blanket PO for Vehicle Repairs	741.29
0	12/19/2013	General Fund	Vehicle Supplies	H & L Mesabi	2013 Blanket PO for Vehicle Repairs	855.00
0	12/18/2013	General Fund	Vehicle Supplies	Har Mar Lock & Key- CC	Keys	119.99
72274	12/05/2013	General Fund	Vehicle Supplies	Kath Auto Parts	Vehicle supplies	377.11
0	12/04/2013	General Fund	Vehicle Supplies	Koenig & Sons-CC	Blower Drive Belt	422.14
72440	12/19/2013	General Fund	Vehicle Supplies	Liberty Tire Recycling, LLC	2013 Blanket PO for Vehicle Repairs	141.76
72360	12/12/2013	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2013 Blanket PO for vehicle repairs	57.85
72445	12/19/2013	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2013 Blanket PO for vehicle repairs	103.66
0	12/19/2013	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2013 Blanket PO for Vehicle Repairs	53.61
0	12/05/2013	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2013 Blanket PO for Vehicle Repairs	204.76
0	12/19/2013	General Fund	Vehicle Supplies	Midway Ford Co	2013 Blanket PO for Vehicle Repairs	355.04
0	12/05/2013	General Fund	Vehicle Supplies	Midway Ford Co	2013 Blanket PO for Vehicle Repairs	79.50
0	12/19/2013	General Fund	Vehicle Supplies	Napa Auto Parts	D Earth	50.84
0	12/19/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	-176.34
0	12/19/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	-137.90
0	12/19/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	314.54
0	12/19/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	22.96
0	12/05/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	67.69
0	12/05/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	8.78
0	12/05/2013	General Fund	Vehicle Supplies	Napa Auto Parts	2013 Blanket PO for Vehicle Repairs	26.70
72374	12/12/2013	General Fund	Vehicle Supplies	Philips Healthcare	Heart Start Smart Pads	69.63
0	12/18/2013	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Tools	121.19
0	12/04/2013	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Tools	236.01
0	12/04/2013	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Tools	48.23
72383	12/12/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	17.87
72467	12/19/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	3.09
72467	12/19/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	18.64
72467	12/19/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	167.54
72467	12/19/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	90.33
72291	12/05/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	45.06

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72291	12/05/2013	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2013 Blanket PO for vehicle repairs	347.56
72393	12/12/2013	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2013 Blanket PO for vehicle repairs	581.28
72473	12/19/2013	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2013 Blanket PO for vehicle repairs	420.62
72399	12/12/2013	General Fund	Vehicle Supplies	Towmaster	Hydraulic Pump	602.23
0	12/12/2013	General Fund	Vehicle Supplies	Winter Equipment, Inc.	2013 Blanket PO for vehicle repairs	4,917.12
Vehicle Supplies Total:						12,594.46
Fund Total:						654,250.91
0	12/26/2013	General Fund Donations	K-9 Supplies	City of St. Paul	Basic K9 Training	4,000.00
72507	12/26/2013	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	45.34
72507	12/26/2013	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	65.75
K-9 Supplies Total:						4,111.09
0	12/04/2013	General Fund Donations	Supplies - Target Corp Grant	Sports Authority-CC	Gym Equipment	32.12
Supplies - Target Corp Grant Total:						32.12
Fund Total:						4,143.21
72422	12/19/2013	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	46.10
Advertising Total:						46.10
0	12/18/2013	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	88.40
Contract Maintenance Total:						88.40
0	12/04/2013	Golf Course	Credit Card Fees	US Bank-Non Bank	October Terminal Charges	200.98
Credit Card Fees Total:						200.98
0	12/11/2013	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	467.39
0	12/26/2013	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	453.51
Federal Income Tax Total:						920.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/11/2013	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	320.13
0	12/11/2013	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	74.87
0	12/26/2013	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	303.64
0	12/26/2013	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	71.01
FICA Employee Ded. Total:						769.65
0	12/11/2013	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	74.87
0	12/11/2013	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	320.13
0	12/26/2013	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	71.01
0	12/26/2013	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	303.64
FICA Employers Share Total:						769.65
72349	12/12/2013	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	70.00
HRA Employer Total:						70.00
72376	12/12/2013	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Empl	170.00
HSA Employer Total:						170.00
0	12/12/2013	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	50.00
0	12/26/2013	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	50.00
ICMA Def Comp Total:						100.00
72389	12/12/2013	Golf Course	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	56.64
Life Ins. Employee Total:						56.64
72389	12/12/2013	Golf Course	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	8.08
Life Ins. Employer Total:						8.08
72389	12/12/2013	Golf Course	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	20.52
Long Term Disability Total:						20.52
72370	12/12/2013	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	763.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Medical Ins Employee Total:						763.60
72370	12/12/2013	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	1,297.00
Medical Ins Employer Total:						1,297.00
0	12/11/2013	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	55.34
0	12/26/2013	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	55.34
MN State Retirement Total:						110.68
0	12/18/2013	Golf Course	Operating Supplies	Gopher Plumbing-CC	Adapter	20.51
0	12/04/2013	Golf Course	Operating Supplies	Hockenbergs- CC	Ice Machine Cleaner	38.99
0	12/04/2013	Golf Course	Operating Supplies	Home Depot- CC	Lumber	59.19
0	12/04/2013	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Batteries, Towels	12.98
Operating Supplies Total:						131.67
0	12/11/2013	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	360.80
0	12/26/2013	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	351.03
PERA Employee Ded Total:						711.83
0	12/11/2013	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	360.80
0	12/11/2013	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	57.72
0	12/26/2013	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	351.03
0	12/26/2013	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	56.16
PERA Employer Share Total:						825.71
0	12/04/2013	Golf Course	Rental	Henjy Rental-CC	Stump Grinder	303.56
Rental Total:						303.56
0	12/11/2013	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	237.57
0	12/26/2013	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	230.14
State Income Tax Total:						467.71
0	12/04/2013	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	1,092.74

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
State Sales Tax Payable Total:						1,092.74
72298	12/05/2013	Golf Course	Telephone	T Mobile	Cell Phones-Acct: 876644423	38.29
Telephone Total:						38.29
0	12/04/2013	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	1.85
Use Tax Payable Total:						1.85
0	12/26/2013	Golf Course	Utilities	Xcel Energy	Golf	516.55
Utilities Total:						516.55
Fund Total:						9,482.11
72434	12/19/2013	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Graven, Chartered	Legal Services	252.00
72498	12/26/2013	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Graven, Chartered	Legal Services	162.00
Attorney Fees Total:						414.00
72266	12/05/2013	Housing & Redevelopment Agency	Home & Garden Fair Fees	Energy Resources	Refund for Home & Garden Exhibitor	169.62
Home & Garden Fair Fees Total:						169.62
0	12/05/2013	Housing & Redevelopment Agency	Membership/Subscriptions	Jeanne Kelsey	Reimbursement for Edam Event	420.00
72366	12/12/2013	Housing & Redevelopment Agency	Membership/Subscriptions	MN NAHRO	Membership Renewal	180.00
Membership/Subscriptions Total:						600.00
0	12/19/2013	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Supplies Reimbursement	35.02
0	12/05/2013	Housing & Redevelopment Agency	Miscellaneous	Jane Reilly	Supplies Reimbursement	5.32
Miscellaneous Total:						40.34
72287	12/05/2013	Housing & Redevelopment Agency	Professional Services	Regents of the University of MN	November Training and Launch	700.00
0	12/04/2013	Housing & Redevelopment Agency	Professional Services	Vroman Systems- CC	Rental Registration, Living Smarter F	24.97

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						724.97
0	12/26/2013	Housing & Redevelopment Agency	Training	Jeanne Kelsey	Supplies Reimbursement	95.00
0	12/05/2013	Housing & Redevelopment Agency	Training	Jeanne Kelsey	Reimbursement for Edam Event	30.00
Training Total:						125.00
Fund Total:						2,073.93
0	12/04/2013	Info Tech/Contract Cities	North St. Paul Computer Equip	Baltic Networks-CC	Ubiquiti Radios for Casey Park Project	328.14
0	12/18/2013	Info Tech/Contract Cities	North St. Paul Computer Equip	Network Solutions- CC	North St. Paul Domain Name Renewal	107.96
North St. Paul Computer Equip Total:						436.10
0	12/04/2013	Info Tech/Contract Cities	Use Tax Payable	Baltic Networks-CC	Sales/Use Tax	-21.10
0	12/04/2013	Info Tech/Contract Cities	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	160.94
0	12/18/2013	Info Tech/Contract Cities	Use Tax Payable	New Egg-CC	Sales/Use Tax	-35.38
Use Tax Payable Total:						104.46
0	12/18/2013	Info Tech/Contract Cities	Vadnais Heights Capital Exp	New Egg-CC	Wireless Headsets	550.02
Vadnais Heights Capital Exp Total:						550.02
Fund Total:						1,090.58
0	12/18/2013	Information Technology	Computer Equipment	Baltic Networks-CC	8 Port Switch Pro	379.63
72429	12/19/2013	Information Technology	Computer Equipment	Hewlett-Packard Company	Video Security System Server	2,257.36
0	12/18/2013	Information Technology	Computer Equipment	Provantage- CC	FlexDock for Motion Tablet	316.65
Computer Equipment Total:						2,953.64
0	12/18/2013	Information Technology	Contract Maintenance	2CO.com- CC	Remote Monitoring Service	168.16
0	12/04/2013	Information Technology	Contract Maintenance	McAfee, Inc-CC	Web & Email Protection Service	1,680.00
72284	12/05/2013	Information Technology	Contract Maintenance	Paragon Solutions Group, Inc.	Database Issue: Milestone	200.86
72284	12/05/2013	Information Technology	Contract Maintenance	Paragon Solutions Group, Inc.	Milestone Corporate Basic User	53.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Contract Maintenance Total:						2,102.58
0	12/11/2013	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	2,737.25
0	12/26/2013	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	2,817.22
Federal Income Tax Total:						5,554.47
0	12/11/2013	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	400.07
0	12/11/2013	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,710.63
0	12/26/2013	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	402.66
0	12/26/2013	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,721.72
FICA Employee Ded. Total:						4,235.08
0	12/11/2013	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	400.07
0	12/11/2013	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,710.63
0	12/26/2013	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,721.72
0	12/26/2013	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	402.66
FICA Employers Share Total:						4,235.08
72334	12/12/2013	Information Technology	Financial Support	Diversified Collection Services, Inc	PR Batch 00001.12.2013 Financial St	184.64
72491	12/26/2013	Information Technology	Financial Support	Diversified Collection Services, Inc	PR Batch 00002.12.2013 Financial St	231.65
72381	12/12/2013	Information Technology	Financial Support	Riverview Law Offices, PLLC	PR Batch 00001.12.2013 Financial St	123.09
72511	12/26/2013	Information Technology	Financial Support	Riverview Law Offices, PLLC	PR Batch 00002.12.2013 Financial St	154.43
Financial Support Total:						693.81
72349	12/12/2013	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	820.00
HRA Employer Total:						820.00
72376	12/12/2013	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	119.22
72508	12/26/2013	Information Technology	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	119.22
HSA Employee Total:						238.44
72376	12/12/2013	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Empl	543.74

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HSA Employer Total:						543.74
0	12/12/2013	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	325.00
0	12/26/2013	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	325.00
ICMA Def Comp Total:						650.00
72408	12/19/2013	Information Technology	Internet	Anoka County Treasury Departmen	Network Interconnect	75.00
72420	12/19/2013	Information Technology	Internet	City of North St. Paul	511 Billing Interconnects	2,030.63
72420	12/19/2013	Information Technology	Internet	City of North St. Paul	Data Center Interconnects	641.25
72421	12/19/2013	Information Technology	Internet	Comcast	Interenet, Cable TV	84.25
72272	12/05/2013	Information Technology	Internet	Hurricane Electric	Transit Service Monthly Fee	500.00
0	12/18/2013	Information Technology	Internet	Local Link, Inc.-CC	DNS Hosting Fee	107.50
72476	12/19/2013	Information Technology	Internet	US Internet	DNS Hosting	20.00
72479	12/19/2013	Information Technology	Internet	XO Communications Inc.	Internet	1,015.84
Internet Total:						4,474.47
72389	12/12/2013	Information Technology	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	48.61
Life Ins. Employee Total:						48.61
72389	12/12/2013	Information Technology	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	86.86
Life Ins. Employer Total:						86.86
72389	12/12/2013	Information Technology	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	183.59
Long Term Disability Total:						183.59
72370	12/12/2013	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	1,402.44
Medical Ins Employee Total:						1,402.44
72370	12/12/2013	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	6,164.12
Medical Ins Employer Total:						6,164.12
0	12/11/2013	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	281.89
0	12/26/2013	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	277.69

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						559.58
72429	12/19/2013	Information Technology	Operating Supplies	Hewlett-Packard Company	Computer Supplies	203.06
72429	12/19/2013	Information Technology	Operating Supplies	Hewlett-Packard Company	Docking Station	275.74
72429	12/19/2013	Information Technology	Operating Supplies	Hewlett-Packard Company	Monitors	812.25
72455	12/19/2013	Information Technology	Operating Supplies	Paragon Solutions Group, Inc.	Water Tower Camera Device License	444.34
0	12/18/2013	Information Technology	Operating Supplies	Tessco, Inc-CC	Camera Roof Mounts @ Anoka	298.59
Operating Supplies Total:						2,033.98
72455	12/19/2013	Information Technology	Other Improvements	Paragon Solutions Group, Inc.	Water Tower Camera	3,550.41
Other Improvements Total:						3,550.41
0	12/11/2013	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,813.51
0	12/26/2013	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,691.65
PERA Employee Ded Total:						3,505.16
0	12/11/2013	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,813.51
0	12/11/2013	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	290.15
0	12/26/2013	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	270.64
0	12/26/2013	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,691.65
PERA Employer Share Total:						4,065.95
0	12/11/2013	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	1,078.47
0	12/26/2013	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	1,110.12
State Income Tax Total:						2,188.59
72298	12/05/2013	Information Technology	Telephone	T Mobile	Cell Phones-Acct: 876644423	180.46
72406	12/12/2013	Information Technology	Telephone	Verizon Wireless	Cell Phones	105.05
Telephone Total:						285.51
0	12/19/2013	Information Technology	Transportation	Douglas Barber	Mileage Reimbursement	124.88
0	12/05/2013	Information Technology	Transportation	Mike Moncur	Jan-Nov Mileage	804.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Transportation Total:						929.44
0	12/18/2013	Information Technology	Use Tax Payable	Baltic Networks-CC	Sales/Use Tax	-24.42
0	12/04/2013	Information Technology	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	520.83
0	12/18/2013	Information Technology	Use Tax Payable	Provantage- CC	Sales/Use Tax	-20.37
Use Tax Payable Total:						476.04
Fund Total:						51,981.59
72255	12/05/2013	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning	29.00
Contract Maintenance Total:						29.00
0	12/11/2013	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	2,721.34
0	12/26/2013	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	2,767.55
Federal Income Tax Total:						5,488.89
0	12/11/2013	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,698.67
0	12/11/2013	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	397.29
0	12/26/2013	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	399.83
0	12/26/2013	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,709.58
FICA Employee Ded. Total:						4,205.37
0	12/11/2013	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	397.29
0	12/11/2013	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,698.67
0	12/26/2013	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,709.58
0	12/26/2013	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	399.83
FICA Employers Share Total:						4,205.37
72349	12/12/2013	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	1,030.00
HRA Employer Total:						1,030.00
72376	12/12/2013	License Center	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	38.46
72508	12/26/2013	License Center	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	38.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	76.92
72376	12/12/2013	License Center	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Emplo	790.00
					HSA Employer Total:	790.00
72389	12/12/2013	License Center	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	55.98
					Life Ins. Employee Total:	55.98
72389	12/12/2013	License Center	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	72.72
					Life Ins. Employer Total:	72.72
72389	12/12/2013	License Center	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	122.42
					Long Term Disability Total:	122.42
72370	12/12/2013	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	2,230.08
					Medical Ins Employee Total:	2,230.08
72370	12/12/2013	License Center	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	5,757.84
					Medical Ins Employer Total:	5,757.84
0	12/26/2013	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.12.2013 Minnesota I	103.84
					Minnesota Benefit Ded Total:	103.84
72364	12/12/2013	License Center	Minor Equipment	MINNCOR Industries	Stools	806.91
					Minor Equipment Total:	806.91
0	12/11/2013	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	286 71
0	12/26/2013	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	288 49
					MN State Retirement Total:	575.20
0	12/11/2013	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	License Center	MND CP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MND CP De	50.00
MND CP Def Comp Total:						100.00
0	12/18/2013	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	37.77
0	12/04/2013	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	306.32
0	12/18/2013	License Center	Office Supplies	Target- CC	Office Supplies	13.58
Office Supplies Total:						357.67
0	12/12/2013	License Center	Operating Supplies	Pam Ryan Senden	Supplies Reimbursement	133.02
Operating Supplies Total:						133.02
0	12/11/2013	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,735.34
0	12/26/2013	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,746.45
PERA Employee Ded Total:						3,481.79
0	12/11/2013	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	277.64
0	12/11/2013	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,735.34
0	12/26/2013	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	279.42
0	12/26/2013	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,746.45
PERA Employer Share Total:						4,038.85
0	12/18/2013	License Center	Postage	USPS-CC	Postage	131.30
0	12/04/2013	License Center	Postage	USPS-CC	Postage	131.30
Postage Total:						262.60
72355	12/12/2013	License Center	Professional Services	Linn Building Maintenance	General Cleaning-Nov 2013	625.22
0	12/12/2013	License Center	Professional Services	Quicksilver Express Courier	Courier Service	175.71
Professional Services Total:						800.93
0	12/12/2013	License Center	Rental	Gaughan Properties	License Center Rent-Jan 2013	4,864.82
Rental Total:						4,864.82
0	12/04/2013	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	428.09

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Sales Tax Payable Total:						428.09
0	12/11/2013	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	1,180.18
0	12/26/2013	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	1,197.86
State Income Tax Total:						2,378.04
0	12/05/2013	License Center	Transportation	Jill Theisen	Mileage Reimbursement November 2	213.57
Transportation Total:						213.57
0	12/04/2013	License Center	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	71.13
Use Tax Payable Total:						71.13
0	12/19/2013	License Center	Utilities	Xcel Energy	Motor Vehicle	472.29
Utilities Total:						472.29
Fund Total:						43,153.34
72493	12/26/2013	Municipal Jazz Band	Operating Supplies	Groth Music	Big Band Music	86.57
Operating Supplies Total:						86.57
0	12/26/2013	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-Dec 2013	250.00
0	12/05/2013	Municipal Jazz Band	Professional Services	Glen Newton	Rsvl Big Band Director Monthly Pay	250.00
Professional Services Total:						500.00
Fund Total:						586.57
0	12/12/2013	P & R Contract Maintenance	Contract Maint. Vehicles	Cushman Motor Co Inc	Vehicle Repair	6,864.48
Contract Maint. Vehicles Total:						6,864.48
0	12/18/2013	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	516.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Contract Maintenance Total:						516.80
0	12/11/2013	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	1,924.73
0	12/26/2013	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	1,895.84
Federal Income Tax Total:						3,820.57
0	12/11/2013	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,105.71
0	12/11/2013	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	258.59
0	12/26/2013	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,089.62
0	12/26/2013	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	254.82
FICA Employee Ded. Total:						2,708.74
0	12/11/2013	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	258.59
0	12/11/2013	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	1,105.71
0	12/26/2013	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	254.82
0	12/26/2013	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	1,089.62
FICA Employers Share Total:						2,708.74
72349	12/12/2013	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	370.00
HRA Employer Total:						370.00
72376	12/12/2013	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA WI En	46.15
72376	12/12/2013	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	196.15
72508	12/26/2013	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	196.15
72508	12/26/2013	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA WI En	46.15
HSA Employee Total:						484.60
72376	12/12/2013	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Empl	990.00
HSA Employer Total:						990.00
72389	12/12/2013	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	53.67
Life Ins. Employee Total:						53.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72389	12/12/2013	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	50.49
Life Ins. Employer Total:						50.49
72389	12/12/2013	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	89.19
Long Term Disability Total:						89.19
72370	12/12/2013	P & R Contract Maintenance	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	772.84
Medical Ins Employee Total:						772.84
72370	12/12/2013	P & R Contract Maintenance	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	4,717.72
Medical Ins Employer Total:						4,717.72
72365	12/12/2013	P & R Contract Maintenance	Memberships & Subscriptions	Mn Dept of Agriculture	Tree Care Registry Renewal- License	25.00
Memberships & Subscriptions Total:						25.00
0	12/11/2013	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	178.16
0	12/26/2013	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	175.25
MN State Retirement Total:						353.41
0	12/11/2013	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	80.00
0	12/26/2013	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	80.00
MNDCP Def Comp Total:						160.00
72319	12/12/2013	P & R Contract Maintenance	Operating Supplies	Able Fence Inc	Top Rails, Loop Cap	35.43
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Adagio Pizza-CC	Inadvertantly Used Purchasing Card-I	20.00
0	12/12/2013	P & R Contract Maintenance	Operating Supplies	CCP Industries Inc	Leather Palm Gloves	143.57
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Certified Laboratories-CC	Nitrile Gloves	97.98
72328	12/12/2013	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.68
72328	12/12/2013	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.68
72419	12/19/2013	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.68
72329	12/12/2013	P & R Contract Maintenance	Operating Supplies	Commercial Pool	Plastic Injector Fitting	133.70
0	12/12/2013	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Caution Tape	18.55
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Hugo Feed Mill-CC	Straw	235.50
0	12/18/2013	P & R Contract Maintenance	Operating Supplies	Menards-CC	Christmas Lights	134.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Menards-CC	Shelves	192.80
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Menards-CC	Park Supplies	437.33
72363	12/12/2013	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Valve Box, PVC Cement	75.88
0	12/18/2013	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Holiday Lights Supplies	21.89
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Wrenches	23.01
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Shop Tools	9.61
0	12/04/2013	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Mouse Traps, Halloween Supplies	40.55
0	12/18/2013	P & R Contract Maintenance	Operating Supplies	Winterland-CC	Light Bulbs	66.97
Operating Supplies Total:						1,713.76
0	12/11/2013	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,163.55
0	12/26/2013	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,136.23
PERA Employee Ded Total:						2,299.78
0	12/11/2013	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	186.18
0	12/11/2013	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	1,163.55
0	12/26/2013	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	1,136.23
0	12/26/2013	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	181.79
PERA Employer Share Total:						2,667.75
0	12/19/2013	P & R Contract Maintenance	Professional Services	Bachmans Inc	Central Park Blvd Garden Service	689.07
72332	12/12/2013	P & R Contract Maintenance	Professional Services	Davey Resource Group	Tree Keeper 7.7 Subscription Tree Inv	5,250.00
0	12/18/2013	P & R Contract Maintenance	Professional Services	Employtest-CC	Online Tests	175.00
0	12/12/2013	P & R Contract Maintenance	Professional Services	Muska Electric Co	Ball Field Lighting Repair	326.10
72463	12/19/2013	P & R Contract Maintenance	Professional Services	Steve Robbins	File Work	100.00
72404	12/12/2013	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	1,783.74
Professional Services Total:						8,323.91
0	12/12/2013	P & R Contract Maintenance	Rental	Jimmys Johnnys, Inc	Regular Service	60.66
0	12/12/2013	P & R Contract Maintenance	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
Rental Total:						106.08
0	12/04/2013	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	61.46
Sales Tax Total:						61.46
0	12/11/2013	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	884.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	870.70
					State Income Tax Total:	1,755.38
0	12/18/2013	P & R Contract Maintenance	Telephone	Sprint- CC	Cell Phones	39.99
					Telephone Total:	39.99
72406	12/12/2013	P & R Contract Maintenance	Temporary Employees	Verizon Wireless	Cell Phones	35.01
					Temporary Employees Total:	35.01
0	12/19/2013	P & R Contract Maintenance	Transportation	Anita Twaroski	Mileage Reimbursement	257.64
					Transportation Total:	257.64
72356	12/12/2013	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Unioi	229.25
					Union Dues Deduction Total:	229.25
0	12/18/2013	P & R Contract Maintenance	Use Tax Payable	Winterland-CC	Sales/Use Tax	-4.31
					Use Tax Payable Total:	-4.31
0	12/26/2013	P & R Contract Maintenance	Utilities	Xcel Energy	P & R	2,754.45
0	12/05/2013	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	4,499.97
					Utilities Total:	7,254.42
					Fund Total:	49,426.37
72394	12/12/2013	Park Dedication Fund	Miscellaneous Expense	Sunde Land Surveying, LLC.	1984 County Road C2 Project	2,250.00
					Miscellaneous Expense Total:	2,250.00
					Fund Total:	2,250.00
72353	12/12/2013	Park Renewal 2011	Professional Services	Landscape Structures Inc.	2012-2016 Parks & Rec Renewal pro	71,706 50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/12/2013	Park Renewal 2011	Professional Services	LHB Inc	Approved Value Added Option	4,711.00
0	12/12/2013	Park Renewal 2011	Professional Services	LHB Inc	Lead Consultant fee for the 2012-201	4,077.00
0	12/12/2013	Park Renewal 2011	Professional Services	LHB Inc	Final Plans and Specifications fee for	56,422.12
Professional Services Total:						136,916.62
Fund Total:						136,916.62
0	12/19/2013	Pathway Maintenance Fund	Contract Maintenance	Foth Infrastructure & Environment	Fairview Ave Retaining Wall/Sidewal	2,500.00
Contract Maintenance Total:						2,500.00
0	12/04/2013	Pathway Maintenance Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	701.46
Use Tax Payable Total:						701.46
Fund Total:						3,201.46
0	12/04/2013	Police - DWI Enforcement	Operating Supplies	City of Roseville License Center-N	Licensing Fees	41.50
Operating Supplies Total:						41.50
72344	12/12/2013	Police - DWI Enforcement	Professional Services	Hansen Bros. Fence	Fence Repair	3,165.00
72362	12/12/2013	Police - DWI Enforcement	Professional Services	MidAmerica Auctions	Vehicle Storage	1,350.00
72402	12/12/2013	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	122.91
72516	12/26/2013	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	267.19
Professional Services Total:						4,905.10
Fund Total:						4,946.60
0	12/26/2013	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	171.35
Federal Income Tax Total:						171.35
0	12/26/2013	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	18.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	18.32
0	12/26/2013	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	18.32
					FICA Employers Share Total:	18.32
72508	12/26/2013	Police Grants	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	4.27
					HSA Employee Total:	4.27
72389	12/12/2013	Police Grants	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	2.43
					Life Ins. Employee Total:	2.43
72370	12/12/2013	Police Grants	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	5.71
					Medical Ins Employee Total:	5.71
0	12/26/2013	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	13.06
					MN State Retirement Total:	13.06
0	12/26/2013	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	27.31
					MNDCP Def Comp Total:	27.31
0	12/26/2013	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	125.23
					PERA Employee Ded Total:	125.23
0	12/26/2013	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	187.85
					PERA Employer Share Total:	187.85
0	12/26/2013	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	61.01
					State Income Tax Total:	61.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						634.86
0	12/18/2013	Police Forfeiture Fund	Professional Services	Fitness Dist. Inc-CC	Kettlebells, Rack	508.84
72516	12/26/2013	Police Forfeiture Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
Professional Services Total:						599.68
Fund Total:						599.68
72367	12/12/2013	Police Vehicle Revolving	Capital Outlay	Motorola, Inc.	Communications Equipment	12,661.60
72459	12/19/2013	Police Vehicle Revolving	Capital Outlay	Provantage	Computer Supplies	2,060.54
72285	12/05/2013	Police Vehicle Revolving	Capital Outlay	Provantage	Auto/Air AC & DC Adapter	146.19
72396	12/12/2013	Police Vehicle Revolving	Capital Outlay	Taser International, Inc.	Holster	890.21
Capital Outlay Total:						15,758.54
0	12/04/2013	Police Vehicle Revolving	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	39.46
72285	12/05/2013	Police Vehicle Revolving	Use Tax Payable	Provantage	Use Tax Payable	-9.41
Use Tax Payable Total:						30.05
0	12/19/2013	Police Vehicle Revolving	Vehicles & Equipment	Advanced Graphix, Inc.	Badge for Silver Charger	13.09
72346	12/12/2013	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Car Refurbishing	111.57
72346	12/12/2013	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Car Refurbishing	238.02
72346	12/12/2013	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Car Refurbishing	67.60
72346	12/12/2013	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Car Refurbishing	571.73
72346	12/12/2013	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Car Refurbishing	10,306.61
72465	12/19/2013	Police Vehicle Revolving	Vehicles & Equipment	Rosedale Chevrolet	Chevrolet Malibu (Net of \$4,200 trad	16,646.25
Vehicles & Equipment Total:						27,954.87
Fund Total:						43,743.46
72357	12/12/2013	Recreation Donations	Operating Supplies	Margolis Company	Skyline Locust in Central Park	350.00
0	12/04/2013	Recreation Donations	Operating Supplies	Overstock.com-CC	Lecture Podium	390.08
Operating Supplies Total:						740.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72390	12/12/2013	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Langton Lake Restoration - Conserva	1,135.00
72390	12/12/2013	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Langton Lake Restoration - Conserva	6,905.00
0	12/05/2013	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Reservoir Woods Restoration Project	2,758.00
0	12/05/2013	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Reverse to add to PO	-2,758.00
Other Improvements Total:						8,040.00
0	12/04/2013	Recreation Donations	Use Tax Payable	Overstock.com-CC	Sales/Use Tax	-25.09
Use Tax Payable Total:						-25.09
Fund Total:						8,754.99
72422	12/19/2013	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	46.11
72500	12/26/2013	Recreation Fund	Advertising	Let's Play, Inc.	Oval Advertising	708.96
72354	12/12/2013	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	Nature Center Craft Fair Advertising	188.00
72354	12/12/2013	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	ROP Oval-Acct: 2609	329.00
72354	12/12/2013	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	Notices, Ordinances	20.90
72513	12/26/2013	Recreation Fund	Advertising	Speedpro	Zamboni Sign	387.95
0	12/26/2013	Recreation Fund	Advertising	Star Tribune	Advertising-Acct: 1000013429	500.00
Advertising Total:						2,180.92
0	12/26/2013	Recreation Fund	Clothing	John Brown	Uniform Reimbursement Per Union C	91.02
Clothing Total:						91.02
0	12/12/2013	Recreation Fund	Conferences	Lonnie Brokke	Conference Expenses Reimbursement	1,868.60
Conferences Total:						1,868.60
72330	12/12/2013	Recreation Fund	Contract Maintenance	Cool Air Mechanical, Inc.	Seal Pump	2,286.00
72330	12/12/2013	Recreation Fund	Contract Maintenance	Cool Air Mechanical, Inc.	Ball Valve Installation	569.43
72490	12/26/2013	Recreation Fund	Contract Maintenance	Cool Air Mechanical, Inc.	Ammonia Leak Detector Repair	319.17
72490	12/26/2013	Recreation Fund	Contract Maintenance	Cool Air Mechanical, Inc.	New Bearing Pump Assembly Installa	2,658.67
72331	12/12/2013	Recreation Fund	Contract Maintenance	Corval Constructors	Arena Fluid Cooler Emergency Serv	1,032.69
0	12/18/2013	Recreation Fund	Contract Maintenance	FleetPride Truck & Trailer-CC	U-Joint Work	65.46
72355	12/12/2013	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-Nov 2013	1,048.44
72369	12/12/2013	Recreation Fund	Contract Maintenance	NAC Mechanical & Electrical Serv	Emergency Oval Boiler Service	2,685.96
0	12/18/2013	Recreation Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	275.40
0	12/26/2013	Recreation Fund	Contract Maintenance	Park Supply of America, Inc.	Plastic Impeller	225.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	259.71
Contract Maintenance Total:						11,426.40
72340	12/12/2013	Recreation Fund	Contract Maintenance	Gilbert Mechanical Contracting	Fire Sprinkler Repair	406.50
72355	12/12/2013	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-Nov 2013	836.83
0	12/19/2013	Recreation Fund	Contract Maintenance	Prowire, Inc.	Security System Service	149.63
0	12/05/2013	Recreation Fund	Contract Maintenance	Prowire, Inc.	Battery	222.67
Contract Maintenance Total:						1,615.63
0	12/04/2013	Recreation Fund	Credit Card Fees	US Bank-Non Bank	October Terminal Charges	225.25
Credit Card Fees Total:						225.25
0	12/11/2013	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	4,255.07
0	12/26/2013	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	4,397.43
Federal Income Tax Total:						8,652.50
0	12/11/2013	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	795.40
0	12/11/2013	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	3,401.04
0	12/26/2013	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	3,289.81
0	12/26/2013	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	772.27
FICA Employee Ded. Total:						8,258.52
0	12/11/2013	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	795.40
0	12/11/2013	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	3,401.04
0	12/26/2013	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	772.27
0	12/26/2013	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	3,289.81
FICA Employers Share Total:						8,258.52
72361	12/12/2013	Recreation Fund	Financial Support	Messerli & Kramer PA	PR Batch 00001.12.2013 Financial St	407.65
72502	12/26/2013	Recreation Fund	Financial Support	Messerli & Kramer PA	PR Batch 00002.12.2013 Financial St	407.65
Financial Support Total:						815.30
72349	12/12/2013	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	1,148.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HRA Employer Total:						1,148.00
72376	12/12/2013	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	192.70
72508	12/26/2013	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	192.70
HSA Employee Total:						385.40
72376	12/12/2013	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Emplo	695.00
HSA Employer Total:						695.00
0	12/12/2013	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	525.00
0	12/26/2013	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	525.00
ICMA Def Comp Total:						1,050.00
72389	12/12/2013	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	106.05
Life Ins. Employee Total:						106.05
72389	12/12/2013	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	96.96
Life Ins. Employer Total:						96.96
72389	12/12/2013	Recreation Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	223.11
Long Term Disability Total:						223.11
72370	12/12/2013	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	1,169.38
Medical Ins Employee Total:						1,169.38
72370	12/12/2013	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	6,433.46
Medical Ins Employer Total:						6,433.46
0	12/26/2013	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music	151.38
0	12/05/2013	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Monthly Service	151.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Memberships & Subscriptions Total:						302.42
72323	12/12/2013	Recreation Fund	Merchandise for Sale	Bernatello's Pizza, Inc	Concession Supplies	210.30
72484	12/26/2013	Recreation Fund	Merchandise for Sale	Bernatello's Pizza, Inc	Pizza for Resale	201.60
72484	12/26/2013	Recreation Fund	Merchandise for Sale	Bernatello's Pizza, Inc	Pizza for Resale	151.20
72489	12/26/2013	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	591.21
72347	12/12/2013	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Supplies	482.64
72347	12/12/2013	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Supplies	837.13
Merchandise for Sale Total:						2,474.08
0	12/12/2013	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.12.2013 Minnesota F	461.33
0	12/26/2013	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.12.2013 Minnesota F	349.10
Minnesota Benefit Ded Total:						810.43
0	12/04/2013	Recreation Fund	Miscellaneous	Northern Tool & Equip- CC	Missing Receipt-Bartholomew	107.09
0	12/18/2013	Recreation Fund	Miscellaneous	Office Depot- CC	Missing Reciept-Thomas	16.83
Miscellaneous Total:						123.92
0	12/11/2013	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	387.94
0	12/26/2013	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	396.15
MN State Retirement Total:						784.09
0	12/11/2013	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	1,270.00
0	12/26/2013	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	1,270.00
MNDCP Def Comp Total:						2,540.00
72261	12/05/2013	Recreation Fund	Non Fee Program Revenue	Elisabeth Cummings	Withdrew from Holiday Craft Fair	85.00
72435	12/19/2013	Recreation Fund	Non Fee Program Revenue	Nancy Jo Klersy	Holiday Craft Fair Refund	20.00
72275	12/05/2013	Recreation Fund	Non Fee Program Revenue	Guylaine Lescarbeau	Withdrawl from Holiday Craft Fair	85.00
72470	12/19/2013	Recreation Fund	Non Fee Program Revenue	Sheila Stanton	Craft Fair Vendor Fee Refund	45.00
Non Fee Program Revenue Total:						235.00
0	12/19/2013	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	278.02
0	12/18/2013	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	129.51

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/18/2013	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	74.37
0	12/04/2013	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	39.03
0	12/04/2013	Recreation Fund	Office Supplies	UPS Store- CC	Office Supplies	4.27
Office Supplies Total:						525.20
0	12/05/2013	Recreation Fund	Operating Supplies	Becker Arena Products, Inc.	Operating Supplies	2,541.49
0	12/04/2013	Recreation Fund	Operating Supplies	Campus Quilts-CC	Picnic Size Quilt	120.00
72260	12/05/2013	Recreation Fund	Operating Supplies	Corner Marking	Name Tag Blanks	116.50
0	12/12/2013	Recreation Fund	Operating Supplies	Fikes, Inc.	Restroom Supplies	571.67
0	12/26/2013	Recreation Fund	Operating Supplies	Fikes, Inc.	Hand Soap	42.64
0	12/04/2013	Recreation Fund	Operating Supplies	Gehls Foods, Inc-CC	Cheese Machines	427.50
72338	12/12/2013	Recreation Fund	Operating Supplies	General Office Products Company	Folding Table	251.53
72341	12/12/2013	Recreation Fund	Operating Supplies	Gopher	Vinyl Floor Tape	24.52
72426	12/19/2013	Recreation Fund	Operating Supplies	Gopher	Vinyl Floor Tape	56.07
0	12/12/2013	Recreation Fund	Operating Supplies	Grainger Inc	Fuse	15.07
0	12/26/2013	Recreation Fund	Operating Supplies	Grainger Inc	Ice Melt	29.43
0	12/05/2013	Recreation Fund	Operating Supplies	Grainger Inc	Supplies	210.27
0	12/05/2013	Recreation Fund	Operating Supplies	Grainger Inc	Supplies	11.82
0	12/18/2013	Recreation Fund	Operating Supplies	Home Depot- CC	Twine, Painting Supplies	69.68
0	12/04/2013	Recreation Fund	Operating Supplies	Home Depot- CC	Credit	-106.70
0	12/04/2013	Recreation Fund	Operating Supplies	Home Depot- CC	Spook Supplies	37.15
0	12/04/2013	Recreation Fund	Operating Supplies	Home Depot- CC	Plate, Rod, Liquid Nails	47.80
0	12/04/2013	Recreation Fund	Operating Supplies	Ice Skating Institute-CC	Patches	60.38
0	12/04/2013	Recreation Fund	Operating Supplies	Joann ETC-CC	Spook Supplies	5.97
0	12/18/2013	Recreation Fund	Operating Supplies	Jo-Ann Fabrics-CC	HANC Program Supplies	39.45
0	12/04/2013	Recreation Fund	Operating Supplies	Lakeshore Learning- CC	Carnival Prizes	77.14
0	12/04/2013	Recreation Fund	Operating Supplies	Lakeshore Learning- CC	HANC Program Supplies	64.22
0	12/04/2013	Recreation Fund	Operating Supplies	Masune First Aid & Safety-CC	Bandages	63.79
0	12/18/2013	Recreation Fund	Operating Supplies	Menards-CC	Water Supply Lines	31.98
0	12/18/2013	Recreation Fund	Operating Supplies	Menards-CC	Shelving	55.58
0	12/18/2013	Recreation Fund	Operating Supplies	Michaels-CC	Yarn for SS Lines	17.97
72280	12/05/2013	Recreation Fund	Operating Supplies	Motion Industries Inc	Truflex Belt	18.83
72280	12/05/2013	Recreation Fund	Operating Supplies	Motion Industries Inc	Credit Memo	-18.83
0	12/18/2013	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Cord, Brush, Water	32.63
0	12/18/2013	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Supply Lines	21.81
0	12/26/2013	Recreation Fund	Operating Supplies	Park Supply of America, Inc.	Shaft/Bearing	92.40
0	12/18/2013	Recreation Fund	Operating Supplies	PayPal-CC	Mag One Radios, Batteries	376.25
0	12/18/2013	Recreation Fund	Operating Supplies	Petco-CC	HANC Animal Food	51.10
0	12/12/2013	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Impeller	93.33
0	12/04/2013	Recreation Fund	Operating Supplies	Rainbow Foods-CC	Pumpkins	17.56
0	12/04/2013	Recreation Fund	Operating Supplies	Restaurant Depot- CC	Cups	8.28
0	12/04/2013	Recreation Fund	Operating Supplies	Roseville Bakery-CC	Spook Cookies	78.00

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0	12/04/2013	Recreation Fund	Operating Supplies	Savers -CC	Hayride Props	17.98
0	12/04/2013	Recreation Fund	Operating Supplies	Stack Fold 4 Less-CC	Stack Chair Dollies	2,696.94
0	12/18/2013	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Fittings	27.56
0	12/04/2013	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Chain Link	17.95
0	12/18/2013	Recreation Fund	Operating Supplies	Target- CC	Coat Hangers	31.90
0	12/04/2013	Recreation Fund	Operating Supplies	Target- CC	Cider	83.72
0	12/12/2013	Recreation Fund	Operating Supplies	Voss Lighting	Lighting Supplies	46.79
0	12/05/2013	Recreation Fund	Operating Supplies	Voss Lighting	Supplies	13.86
Operating Supplies Total:						8,590.98
0	12/11/2013	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	2,876.38
0	12/26/2013	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	2,815.91
PERA Employee Ded Total:						5,692.29
0	12/11/2013	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	460.25
0	12/11/2013	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	2,876.38
0	12/26/2013	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	450.56
0	12/26/2013	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	2,815.91
PERA Employer Share Total:						6,603.10
72457	12/19/2013	Recreation Fund	Postage	Postmaster- Cashier Window #5	Brochure Postage-Acct: 2437	4,000.00
Postage Total:						4,000.00
72395	12/12/2013	Recreation Fund	Printing	Tandem Printing Inc	Skate Tags	1,424.88
Printing Total:						1,424.88
72252	12/05/2013	Recreation Fund	Professional Services	AARP	AARP Driving Class, 11/21/13	366.00
72485	12/26/2013	Recreation Fund	Professional Services	Gaeddy Bindola	Timekeeper	80.00
72416	12/19/2013	Recreation Fund	Professional Services	John Burmeister	Timekeeper	90.00
72487	12/26/2013	Recreation Fund	Professional Services	John Burmeister	Timekeeper	40.00
72327	12/12/2013	Recreation Fund	Professional Services	Champion Youth	Safety Awareness Instruction	2,208.00
72267	12/05/2013	Recreation Fund	Professional Services	Amy Flater	ISI Testing Judge	60.00
72270	12/05/2013	Recreation Fund	Professional Services	Lynn Hanson	ISI Testing Judge	30.00
72432	12/19/2013	Recreation Fund	Professional Services	Emily Johnson	Basketball Timekeeper	90.00
72496	12/26/2013	Recreation Fund	Professional Services	Emily Johnson	Timekeeper	40.00
72499	12/26/2013	Recreation Fund	Professional Services	Collin James Kiley	Timekeeper	20.00
0	12/19/2013	Recreation Fund	Professional Services	Daniel Kuch	Community Band Director-Sept thru l	500.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	Recreation Fund	Professional Services	Mathias Langhorst	Basketball Timekeeper	130.00
0	12/04/2013	Recreation Fund	Professional Services	Legacy Dance-CC	Dance Competition Fee	200.00
0	12/12/2013	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,040.00
0	12/19/2013	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,040.00
0	12/26/2013	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,040.00
0	12/12/2013	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,168.50
0	12/12/2013	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	684.00
0	12/26/2013	Recreation Fund	Professional Services	Metro Volleyball Officials	Officiating Service	1,168.50
0	12/26/2013	Recreation Fund	Professional Services	Metro Volleyball Officials	Officiating Service	712.50
0	12/05/2013	Recreation Fund	Professional Services	Mn Volleyball Headquarters, Inc.	Mini Clinic	315.00
72281	12/05/2013	Recreation Fund	Professional Services	Bob Nielsen	Drive own van for 11/12/13 RBB Co	40.00
72372	12/12/2013	Recreation Fund	Professional Services	Northern Star Council/BSA	Camp	312.00
72457	12/19/2013	Recreation Fund	Professional Services	Postmaster- Cashier Window #5	Brochure Postage-Acct: 2437	1,275.00
72509	12/26/2013	Recreation Fund	Professional Services	Bill Pringle	Basketball Timekeeper	85.00
72509	12/26/2013	Recreation Fund	Professional Services	Bill Pringle	Basketball Timekeeper	66.00
0	12/26/2013	Recreation Fund	Professional Services	Kristina Rude	Basketball Scorekeeper	140.00
72512	12/26/2013	Recreation Fund	Professional Services	George Sigstad	Basketball Timekeeper	100.00
72512	12/26/2013	Recreation Fund	Professional Services	George Sigstad	Broomball Ref	66.00
72387	12/12/2013	Recreation Fund	Professional Services	St. Anthony-New Brighton Comm.	MN Twins Tickets, Bus	673.68
72387	12/12/2013	Recreation Fund	Professional Services	St. Anthony-New Brighton Comm.	Fanny Hill Senior Trip Show Ticket &	443.40
72397	12/12/2013	Recreation Fund	Professional Services	Team Sideline	TeamSideline Site	125.00
72397	12/12/2013	Recreation Fund	Professional Services	Team Sideline	TeamSideline Site	125.00
72397	12/12/2013	Recreation Fund	Professional Services	Team Sideline	TeamSideline Site	249.00
Professional Services Total:						14,722.58
0	12/12/2013	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
Rental Total:						45.42
0	12/04/2013	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	2,024.12
Sales Tax Payable Total:						2,024.12
0	12/11/2013	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	1,848.07
0	12/26/2013	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	1,896.31
State Income Tax Total:						3,744.38
72298	12/05/2013	Recreation Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	98.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Telephone Total:						98.56
0	12/18/2013	Recreation Fund	Training	Skillfeed-CC	Monthly Subscription	19.00
0	12/18/2013	Recreation Fund	Training	St. Paul Area Chamber of Commere	Social Media Training	30.00
Training Total:						49.00
0	12/12/2013	Recreation Fund	Transportation	Alyssa Kruzel	Mileage Reimbursement	24.30
72387	12/12/2013	Recreation Fund	Transportation	St. Anthony-New Brighton Comm.	MN Twins Tickets, Bus	309.33
72387	12/12/2013	Recreation Fund	Transportation	St. Anthony-New Brighton Comm.	Fanny Hill Senior Trip Show Ticket &	300.00
Transportation Total:						633.63
72356	12/12/2013	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Unioi	98.25
Union Dues Deduction Total:						98.25
0	12/04/2013	Recreation Fund	Use Tax Payable	Gehls Foods, Inc-CC	Sales/Use Tax	-27.50
0	12/04/2013	Recreation Fund	Use Tax Payable	Ice Skating Institute-CC	Sales/Use Tax	-3.88
0	12/04/2013	Recreation Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	36.36
0	12/18/2013	Recreation Fund	Use Tax Payable	PayPal-CC	Sales/Use Tax	-24.20
0	12/04/2013	Recreation Fund	Use Tax Payable	Stack Fold 4 Less-CC	Sales/Use Tax	-173.49
Use Tax Payable Total:						-192.71
0	12/19/2013	Recreation Fund	Utilities	Xcel Energy	Nature Center	790.12
0	12/26/2013	Recreation Fund	Utilities	Xcel Energy	Skating	36,940.07
0	12/05/2013	Recreation Fund	Utilities	Xcel Energy	Skating	13,312.91
Utilities Total:						51,043.10
Fund Total:						161,072.74
72337	12/12/2013	Recreation Improvements	Diseased and Hazard Trees	Fra-Dor Inc.	Western Cedar	442.46
Diseased and Hazard Trees Total:						442.46
72339	12/12/2013	Recreation Improvements	Other Improvements	Gertens Greenhouses	Fall Fiesta	138.94
0	12/18/2013	Recreation Improvements	Other Improvements	Gertens Greenhouses-CC	Fall Fiesta Sugar	138.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Other Improvements Total:						277.88
Fund Total:						720.34
0	12/12/2013	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-Dec 2013	5,147.21
Employer Insurance Total:						5,147.21
72343	12/12/2013	Risk Management	Police Patrol Claims	Hamline Auto Body	Vehicle Repair	4,606.34
72428	12/19/2013	Risk Management	Police Patrol Claims	Hamline Auto Body	Vehicle Repair	7,456.13
72428	12/19/2013	Risk Management	Police Patrol Claims	Hamline Auto Body	Vehicle Repair	628.50
Police Patrol Claims Total:						12,690.97
Fund Total:						17,838.18
72413	12/19/2013	Sanitary Sewer	Accounts Payable	DR JOHN BEAVENS	Refund Check	2.09
72263	12/05/2013	Sanitary Sewer	Accounts Payable	CLARENCE DEEB	Refund Check	19.89
72433	12/19/2013	Sanitary Sewer	Accounts Payable	ROBERT KEMNITZ	Refund Check	25.12
72462	12/19/2013	Sanitary Sewer	Accounts Payable	JOLENE REYES	Refund Check	14.12
72293	12/05/2013	Sanitary Sewer	Accounts Payable	DAWN SCHWARTZ	Refund Check	2.09
Accounts Payable Total:						63.31
72304	12/05/2013	Sanitary Sewer	Contract Maintenance	Valley-Rich Co., Inc.	Repair 15" Sanitary Sewer at Larpent	37,700.00
Contract Maintenance Total:						37,700.00
0	12/04/2013	Sanitary Sewer	Credit Card Service Fees	Bluefin Payment Systems-Non Ban	October UB Payments.com	2,144.69
Credit Card Service Fees Total:						2,144.69
0	12/11/2013	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	1,432.18
0	12/26/2013	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	1,516.10
Federal Income Tax Total:						2,948.28
0	12/11/2013	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	707.81

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/11/2013	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	165.53
0	12/26/2013	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	774.46
0	12/26/2013	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	181.13
FICA Employee Ded. Total:						1,828.93
0	12/11/2013	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	165.53
0	12/11/2013	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	707.81
0	12/26/2013	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	181.13
0	12/26/2013	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	774.46
FICA Employers Share Total:						1,828.93
72349	12/12/2013	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	384.02
HRA Employer Total:						384.02
0	12/12/2013	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	35.00
0	12/26/2013	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	35.01
ICMA Def Comp Total:						70.01
72389	12/12/2013	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	21.10
Life Ins. Employee Total:						21.10
72389	12/12/2013	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	40.49
Life Ins. Employer Total:						40.49
72389	12/12/2013	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	69.72
Long Term Disability Total:						69.72
72370	12/12/2013	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	653.99
Medical Ins Employee Total:						653.99
72370	12/12/2013	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	1,665.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employer Total:	1,665.32
72258	12/05/2013	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	4th Quarter PACEL Reimbursement	791.31
0	12/05/2013	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Services	205,172.44
					Metro Waste Control Board Total:	205,963.75
0	12/26/2013	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.12.2013 Minnesota F	20.36
					Minnesota Benefit Ded Total:	20.36
0	12/04/2013	Sanitary Sewer	Miscellaneous Expense	AT&T-CC	No Receipt-Thury	53.57
					Miscellaneous Expense Total:	53.57
0	12/11/2013	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	114.33
0	12/26/2013	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	124.83
					MN State Retirement Total:	239.16
0	12/11/2013	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	218.12
0	12/26/2013	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	231.40
					MNDCP Def Comp Total:	449.52
0	12/19/2013	Sanitary Sewer	Office Supplies	Innovative Office Solutions	Office Supplies	74.21
					Office Supplies Total:	74.21
0	12/04/2013	Sanitary Sewer	Operating Supplies	Airgas-CC	Oxygen	39.84
0	12/05/2013	Sanitary Sewer	Operating Supplies	CCP Industries Inc	Supplies	100.06
0	12/05/2013	Sanitary Sewer	Operating Supplies	CCP Industries Inc	Supplies	79.38
0	12/05/2013	Sanitary Sewer	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	393.69
0	12/05/2013	Sanitary Sewer	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	77.82
0	12/05/2013	Sanitary Sewer	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	803.44
0	12/05/2013	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Coated Gloves	60.41
0	12/18/2013	Sanitary Sewer	Operating Supplies	Menards-CC	Utility Heater	38.46
					Operating Supplies Total:	1,593.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/11/2013	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	714.59
0	12/26/2013	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	780.26
PERA Employee Ded Total:						1,494.85
0	12/11/2013	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	714.59
0	12/11/2013	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	114.33
0	12/26/2013	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	780.26
0	12/26/2013	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	124.83
PERA Employer Share Total:						1,734.01
72324	12/12/2013	Sanitary Sewer	Professional Services	Bolton & Menk, Inc.	Inflow-Infiltration Evaluation	720.00
0	12/05/2013	Sanitary Sewer	Professional Services	Connelly Industrial Electronics, Inc	Duel Channel Safety Barrier	338.63
0	12/19/2013	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2	175.74
0	12/12/2013	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	262.78
72452	12/19/2013	Sanitary Sewer	Professional Services	Networkfleet, Inc.	Monthly Service-Dec	51.90
72456	12/19/2013	Sanitary Sewer	Professional Services	Pipe Services Inc	Sanitary Sewer TV Inspection	23,156.22
Professional Services Total:						24,705.27
72286	12/05/2013	Sanitary Sewer	Rental	Q3 Contracting, Inc.	Sign Rental	111.62
72474	12/19/2013	Sanitary Sewer	Rental	Tri State Bobcat, Inc	SEWER Bobcat Skidsteer Loader Up	716.25
Rental Total:						827.87
0	12/04/2013	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	10.05
Sales Tax Payable Total:						10.05
72449	12/19/2013	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council/ Environment	SAC Charges	16,874.55
Sewer SAC Charges Total:						16,874.55
0	12/11/2013	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	550.89
0	12/26/2013	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	583.70
State Income Tax Total:						1,134.59
0	12/18/2013	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	77.98
72298	12/05/2013	Sanitary Sewer	Telephone	T Mobile	Cell Phones-Acct: 771707201	79.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Telephone Total:						157.96
72356	12/12/2013	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Union	124.45
Union Dues Deduction Total:						124.45
0	12/26/2013	Sanitary Sewer	Utilities	Xcel Energy	Sewer	126.00
0	12/05/2013	Sanitary Sewer	Utilities	Xcel Energy	Sewer	116.19
Utilities Total:						242.19
Fund Total:						305,118.25
72288	12/05/2013	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies	15.00
Operating Supplies Total:						15.00
Fund Total:						15.00
72462	12/19/2013	Solid Waste Recycle	Accounts Payable	JOLENE REYES	Refund Check	3.20
Accounts Payable Total:						3.20
0	12/04/2013	Solid Waste Recycle	Conferences	Environmental Initiative-CC	Conference Registration-Pratt	80.00
0	12/04/2013	Solid Waste Recycle	Conferences	Recycling Assoc-CC	Conference Registration	115.00
Conferences Total:						195.00
0	12/26/2013	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	48.66
Federal Income Tax Total:						48.66
0	12/26/2013	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	32.35
0	12/26/2013	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare Ei	7.57
FICA Employee Ded. Total:						39.92

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/26/2013	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	7.57
0	12/26/2013	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	32.35
FICA Employers Share Total:						39.92
0	12/04/2013	Solid Waste Recycle	Miscellaneous Expense	Town Hall Lanes-CC	Inadvertant CC Purchase-Repaid Che	15.59
Miscellaneous Expense Total:						15.59
0	12/26/2013	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	5.27
MN State Retirement Total:						5.27
0	12/26/2013	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	32.94
PERA Employee Ded Total:						32.94
0	12/26/2013	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	5.27
0	12/26/2013	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	32.94
PERA Employer Share Total:						38.21
72409	12/19/2013	Solid Waste Recycle	Professional Services	Arrow Global Asset Disposition, Inc	Recycling Service	437.71
0	12/12/2013	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	40,659.80
Professional Services Total:						41,097.51
0	12/04/2013	Solid Waste Recycle	Sales Tax	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	3.00
Sales Tax Total:						3.00
0	12/26/2013	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	22.42
State Income Tax Total:						22.42
Fund Total:						41,541.64
72462	12/19/2013	Storm Drainage	Accounts Payable	JOLENE REYES	Refund Check	5.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Accounts Payable Total:						5.95
0	12/05/2013	Storm Drainage	Contract Maintenance	Goldstar Electric Inc	Power Outage Repair	775.00
Contract Maintenance Total:						775.00
0	12/11/2013	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	795.75
0	12/26/2013	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	1,014.31
Federal Income Tax Total:						1,810.06
0	12/11/2013	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	550.40
0	12/11/2013	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	128.72
0	12/26/2013	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	672.12
0	12/26/2013	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	157.18
FICA Employee Ded. Total:						1,508.42
0	12/11/2013	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	128.72
0	12/11/2013	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	550.40
0	12/26/2013	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	157.18
0	12/26/2013	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	672.12
FICA Employers Share Total:						1,508.42
72389	12/12/2013	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	13.50
Life Ins. Employee Total:						13.50
72389	12/12/2013	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	33.67
Life Ins. Employer Total:						33.67
72389	12/12/2013	Storm Drainage	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	51.28
Long Term Disability Total:						51.28
0	12/11/2013	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	84.56
0	12/26/2013	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	104.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						188.72
0	12/11/2013	Storm Drainage	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDP De	10.00
0	12/26/2013	Storm Drainage	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDP De	10.00
MNDP Def Comp Total:						20.00
0	12/05/2013	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Work Light	73.20
0	12/05/2013	Storm Drainage	Operating Supplies	Jimmys Johnnys, Inc	Regular Service	45.42
0	12/05/2013	Storm Drainage	Operating Supplies	Jimmys Johnnys, Inc	Regular Service	3.25
72452	12/19/2013	Storm Drainage	Operating Supplies	Networkfleet, Inc.	Monthly Service-Dec	25.95
72458	12/19/2013	Storm Drainage	Operating Supplies	Precise MRM, LLC	AVL Assembly, Antenna, Cable for #1	4, 69.72
72458	12/19/2013	Storm Drainage	Operating Supplies	Precise MRM, LLC	AVL Assembly, Antenna, Cable for #1	185.91
72386	12/12/2013	Storm Drainage	Operating Supplies	Specialized Environmental Tech, In	Mulch	160.00
72386	12/12/2013	Storm Drainage	Operating Supplies	Specialized Environmental Tech, In	Mulch	587.81
0	12/04/2013	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Flashlight, Thatching Rake	68.54
0	12/04/2013	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Ladder, Blades	36.72
0	12/26/2013	Storm Drainage	Operating Supplies	Steve Zweber	Wather Monitor Internet Service	76.83
Operating Supplies Total:						5,533.35
72305	12/05/2013	Storm Drainage	Other Improvements	Visu-Sewer, Inc.	Storm Sewer Lining Project	96,153.00
Other Improvements Total:						96,153.00
0	12/11/2013	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	528.50
0	12/26/2013	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	650.96
PERA Employee Ded Total:						1,179.46
0	12/11/2013	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	528.50
0	12/11/2013	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	84.56
0	12/26/2013	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	650.96
0	12/26/2013	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	104.16
PERA Employer Share Total:						1,368.18
72348	12/12/2013	Storm Drainage	Printing	Impressive Print	Leaf Program Postcards	1,998.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Printing Total:						1,998.56
0	12/19/2013	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2	175.74
0	12/12/2013	Storm Drainage	Professional Services	Gopher State One Call	FTP Tickets	262.79
72436	12/19/2013	Storm Drainage	Professional Services	Land Title, Inc.	Surveying-Also Includes Invoices-411	1,258.70
Professional Services Total:						1,697.23
72474	12/19/2013	Storm Drainage	Rental	Tri State Bobcat, Inc	Bobcat Skidsteer Loader Upgrade	2,862.01
72474	12/19/2013	Storm Drainage	Rental	Tri State Bobcat, Inc	STORM Bobcat Skidsteer Loader Up	1,429.51
Rental Total:						4,291.52
0	12/04/2013	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	16.44
Sales Tax Payable Total:						16.44
0	12/11/2013	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	367.77
0	12/26/2013	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	469.40
State Income Tax Total:						837.17
0	12/18/2013	Storm Drainage	Telephone	Sprint- CC	Cell Phones	82.23
Telephone Total:						82.23
0	12/26/2013	Storm Drainage	Transportation	Steve Zweber	Mileage Reimbursement	118.08
Transportation Total:						118.08
72356	12/12/2013	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Unioi	131.00
Union Dues Deduction Total:						131.00
0	12/26/2013	Storm Drainage	Utilities	Xcel Energy	Arona Lift Station	17.81
0	12/05/2013	Storm Drainage	Utilities	Xcel Energy	Storm Water	104.31
Utilities Total:						122.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						119,443.36
72262	12/05/2013	Street Construction	3040 Hamline Utility Const	Dave Perkins Contracting, Inc.	Payment #2, Final Payment	14,307.75
3040 Hamline Utility Const Total:						14,307.75
72324	12/12/2013	Street Construction	Twin Lakes Walmart Rd	Bolton & Menk, Inc.	Wal-Mart Construction Services	26,017.79
Twin Lakes Walmart Rd Total:						26,017.79
Fund Total:						40,325.54
72377	12/12/2013	T.I.F. District # 11	Professional Services	Ramsey County	2012 TIF Financing Administrative C	475.22
72377	12/12/2013	T.I.F. District # 11	Professional Services	Ramsey County	2012 TIF Financing Administrative C	358.12
Professional Services Total:						833.34
Fund Total:						833.34
72377	12/12/2013	T.I.F. District # 13	Professional Services	Ramsey County	2012 TIF Financing Administrative C	369.83
Professional Services Total:						369.83
Fund Total:						369.83
72377	12/12/2013	T.I.F. District #12 (Arona)	Professional Services	Ramsey County	2012 TIF Financing Administrative C	1,950.68
Professional Services Total:						1,950.68
Fund Total:						1,950.68
0	12/11/2013	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	268.69
0	12/26/2013	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	496.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						765.04
0	12/11/2013	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	78.20
0	12/11/2013	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	334.37
0	12/26/2013	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	91.28
0	12/26/2013	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	390.28
FICA Employee Ded. Total:						894.13
0	12/11/2013	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	78.20
0	12/11/2013	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	334.37
0	12/26/2013	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	390.28
0	12/26/2013	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	91.28
FICA Employers Share Total:						894.13
72349	12/12/2013	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	161.50
HRA Employer Total:						161.50
72389	12/12/2013	Telecommunications	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	7.68
Life Ins. Employer Total:						7.68
72389	12/12/2013	Telecommunications	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	18.01
Long Term Disability Total:						18.01
72370	12/12/2013	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	273.76
Medical Ins Employee Total:						273.76
72370	12/12/2013	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	627.00
Medical Ins Employer Total:						627.00
72442	12/19/2013	Telecommunications	Memberships & Subscriptions	MAGC	Membership Dues-Bowman	75.00
Memberships & Subscriptions Total:						75.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/11/2013	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	50.25
0	12/26/2013	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	64.22
MN State Retirement Total:						114.47
0	12/11/2013	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDCP De	332.50
0	12/26/2013	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDCP De	332.50
MNDCP Def Comp Total:						665.00
0	12/11/2013	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	314.08
0	12/26/2013	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	401.44
PERA Employee Ded Total:						715.52
0	12/11/2013	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	314.08
0	12/11/2013	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	50.25
0	12/26/2013	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	64.22
0	12/26/2013	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	401.44
PERA Employer Share Total:						829.99
72375	12/12/2013	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage-Acct: 2437	2,800.00
0	12/04/2013	Telecommunications	Postage	USPS-CC	Postage	17.55
Postage Total:						2,817.55
72501	12/26/2013	Telecommunications	Professional Services	MAGC	Fall Conference-Curti	75.00
0	12/19/2013	Telecommunications	Professional Services	North Suburban Access Corp	Fourth Quarter Webstreaming	948.00
Professional Services Total:						1,023.00
0	12/11/2013	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	134.58
0	12/26/2013	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	216.41
State Income Tax Total:						350.99
72298	12/05/2013	Telecommunications	Telephone	T Mobile	Cell Phones-Acct: 876644423	13.19
Telephone Total:						13.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/04/2013	Telecommunications	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	41.03
Use Tax Payable Total:						41.03
Fund Total:						10,286.99
72257	12/05/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink QCC	Monthly Service	9.57
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	95.70
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	57.31
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	209.12
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	172.11
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	326.78
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	40.31
72417	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	106.24
72256	12/05/2013	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Monthly Service	87.26
72273	12/05/2013	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Monthly Charges	4,065.46
72478	12/19/2013	Telephone	PSTN-PRI Access/DID Allocation	Wimactel Inc.	Payphone Advantage	64.13
PSTN-PRI Access/DID Allocation Total:						5,320.05
0	12/04/2013	Telephone	Use Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	205.43
Use Tax Payable Total:						205.43
Fund Total:						5,525.48
72377	12/12/2013	TIF #18 Sienna Green	Professional Services	Ramsey County	2012 TIF Financing Administrative C	322.99
72377	12/12/2013	TIF #18 Sienna Green	Professional Services	Ramsey County	2012 TIF Financing Administrative C	334.70
Professional Services Total:						657.69
Fund Total:						657.69
72377	12/12/2013	TIF #19 Applewood Point II	Professional Services	Ramsey County	2012 TIF Financing Administrative C	334.70
Professional Services Total:						334.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						334.70
72379	12/12/2013	TIF District #10-Can Am	Payment to Owners	George John Reiling	2013 TIF Payment	293,063.23
Payment to Owners Total:						293,063.23
72377	12/12/2013	TIF District #10-Can Am	Professional Services	Ramsey County	2012 TIF Financing Administrative C	451.80
Professional Services Total:						451.80
Fund Total:						293,515.03
72380	12/12/2013	TIF District #17-Twin Lakes	Payment to Owners	Roger Reiling	2013 TIF Payment	94,450.71
Payment to Owners Total:						94,450.71
72377	12/12/2013	TIF District #17-Twin Lakes	Professional Services	Ramsey County	2012 TIF Financing Administrative C	358.12
72377	12/12/2013	TIF District #17-Twin Lakes	Professional Services	Ramsey County	2012 TIF Financing Administrative C	568.90
Professional Services Total:						927.02
0	12/12/2013	TIF District #17-Twin Lakes	Twin Lakes I-35W Ramp	SRF Consulting Group, Inc.	Professional Services for Twin Lakes	5,509.05
Twin Lakes I-35W Ramp Total:						5,509.05
Fund Total:						100,886.78
72322	12/12/2013	Water Fund	Accounts Payable	Bald Eagle Builders	Reissue of Lost Check 71415	105.28
72413	12/19/2013	Water Fund	Accounts Payable	DR JOHN BEAVENS	Refund Check	87.49
72263	12/05/2013	Water Fund	Accounts Payable	CLARENCE DEEB	Refund Check	14.04
72423	12/19/2013	Water Fund	Accounts Payable	MARY & MICHAEL DIETZ	Refund Check	121.58
72342	12/12/2013	Water Fund	Accounts Payable	JEREMY & KATIE GREEN	Refund Check	32.69
72430	12/19/2013	Water Fund	Accounts Payable	DUNPING HU	Refund Check	118.44
72351	12/12/2013	Water Fund	Accounts Payable	GLEN JERRY	Refund Check	155.84
72433	12/19/2013	Water Fund	Accounts Payable	ROBERT KEMNITZ	Refund Check	57.28
72443	12/19/2013	Water Fund	Accounts Payable	MARY BETH MAGNESON	Refund Check	209.19
72447	12/19/2013	Water Fund	Accounts Payable	THOMAS MCELVAIN	Refund Check	63.12
72462	12/19/2013	Water Fund	Accounts Payable	JOLENE REYES	Refund Check	79.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
72468	12/19/2013	Water Fund	Accounts Payable	ROSEVILLE EQUITY INVESTMI	Refund Check	1,557.31
72293	12/05/2013	Water Fund	Accounts Payable	DAWN SCHWARTZ	Refund Check	39.34
72299	12/05/2013	Water Fund	Accounts Payable	TANGLETOWN REALTYI	Refund Check	143.47
Accounts Payable Total:						2,784.69
0	12/11/2013	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Federal Incc	1,573.90
0	12/26/2013	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Federal Incc	1,573.58
Federal Income Tax Total:						3,147.48
0	12/11/2013	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	889.07
0	12/11/2013	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	207.94
0	12/26/2013	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	221.50
0	12/26/2013	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	946.97
FICA Employee Ded. Total:						2,265.48
0	12/11/2013	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 Medicare E	207.94
0	12/11/2013	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.12.2013 FICA Empl	889.07
0	12/26/2013	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 FICA Empl	946.97
0	12/26/2013	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.12.2013 Medicare E	221.50
FICA Employers Share Total:						2,265.48
72349	12/12/2013	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.12.2013 HRA Empl	680.98
HRA Employer Total:						680.98
72376	12/12/2013	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.12.2013 HSA Empl	28.85
72508	12/26/2013	Water Fund	HSA Employee	Premier Bank	PR Batch 00002.12.2013 HSA Empl	28.85
HSA Employee Total:						57.70
72376	12/12/2013	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.12.2013 HSA Empl	31.26
HSA Employer Total:						31.26
0	12/12/2013	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.12.2013 ICMA Defe	65.00
0	12/26/2013	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.12.2013 ICMA Defe	64.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
ICMA Def Comp Total:						129.99
72389	12/12/2013	Water Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2013	47.62
Life Ins. Employee Total:						47.62
72389	12/12/2013	Water Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2013	53.46
Life Ins. Employer Total:						53.46
72389	12/12/2013	Water Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2013	82.69
Long Term Disability Total:						82.69
72370	12/12/2013	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium-Dec 2013	408.03
Medical Ins Employee Total:						408.03
72370	12/12/2013	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium-Dec 2013	2,204.70
Medical Ins Employer Total:						2,204.70
0	12/11/2013	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.12.2013 Post Emplo	144.14
0	12/26/2013	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.12.2013 Post Emplo	152.69
MN State Retirement Total:						296.83
0	12/11/2013	Water Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.12.2013 MNDP De	211.26
0	12/26/2013	Water Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00002.12.2013 MNDP De	211.26
MNDP Def Comp Total:						422.52
0	12/19/2013	Water Fund	Office Supplies	Innovative Office Solutions	Office Supplies	74.21
Office Supplies Total:						74.21
72253	12/05/2013	Water Fund	Operating Supplies	Barton Sand & Gravel Co.	Select Granular	3,566.40
0	12/05/2013	Water Fund	Operating Supplies	Certified Laboratories, Inc.	Chainmaster	425.67
72259	12/05/2013	Water Fund	Operating Supplies	Commercial Asphalt Co	Operating Supplies	99.93
0	12/05/2013	Water Fund	Operating Supplies	Fastenal Company Inc.	Supplies	10.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	12/18/2013	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Gloves, Batteries, Valves	111.54
0	12/04/2013	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Universal Flat Back	8.02
0	12/04/2013	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Supplies	68.61
0	12/04/2013	Water Fund	Operating Supplies	Superamerica- CC	Beverages	4.76
0	12/04/2013	Water Fund	Operating Supplies	Target- CC	Meter Van Supplies	58.15
Operating Supplies Total:						4,353.72
0	12/11/2013	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	900 86
0	12/26/2013	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	954 24
PERA Employee Ded Total:						1,855.10
0	12/11/2013	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera Emplo	900 86
0	12/11/2013	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.12.2013 Pera additio	144 14
0	12/26/2013	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera Emplo	954 24
0	12/26/2013	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.12.2013 Pera additio	152 69
PERA Employer Share Total:						2,151.93
0	12/19/2013	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 2	175.74
0	12/12/2013	Water Fund	Professional Services	Gopher State One Call	FTP Tickets	262.78
72289	12/05/2013	Water Fund	Professional Services	Robarge Enterprises, Inc.	Rounded Operating Valve Replaceme	956.53
72303	12/05/2013	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coriform Bacteria for Oc 2013	360.00
72306	12/05/2013	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location	783.60
Professional Services Total:						2,538.65
72286	12/05/2013	Water Fund	Rental	Q3 Contracting, Inc.	Sign Rental	281.73
72286	12/05/2013	Water Fund	Rental	Q3 Contracting, Inc.	Sign Rental	201.29
72474	12/19/2013	Water Fund	Rental	Tri State Bobcat, Inc	WATER Bobcat Skidsteer Loader Up	716.25
Rental Total:						1,199.27
72296	12/05/2013	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	397,630.19
St. Paul Water Total:						397,630.19
0	12/11/2013	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.12.2013 State Incom	652.10
0	12/26/2013	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.12.2013 State Incom	652.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					State Income Tax Total:	1,304.99
0	12/04/2013	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Nov Sales/Use Tax	22,625.14
					State Sales Tax Payable Total:	22,625.14
0	12/18/2013	Water Fund	Telephone	Sprint- CC	Cell Phones	118.06
					Telephone Total:	118.06
72356	12/12/2013	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.12.2013 IOUE Union	170.30
					Union Dues Deduction Total:	170.30
0	12/26/2013	Water Fund	Utilities	Xcel Energy	Water Tower	611.32
					Utilities Total:	611.32
0	12/04/2013	Water Fund	Water - Roseville	City of Roseville- Non Bank	October Water	4,015.34
					Water - Roseville Total:	4,015.34
0	12/05/2013	Water Fund	Water Meters	Ferguson Waterworks #2516	Water Meters	6,914.89
0	12/05/2013	Water Fund	Water Meters	Ferguson Waterworks #2516	Credit	-5,754.46
0	12/05/2013	Water Fund	Water Meters	Ferguson Waterworks #2516	Credit	-618.87
					Water Meters Total:	541.56
					Fund Total:	454,068.69
0	12/04/2013	Workers Compensation	Police Patrol Claims	SFM-Non Bank	November Work Comp Claims	765.35
					Police Patrol Claims Total:	765.35
0	12/12/2013	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	269.00
					Professional Services Total:	269.00

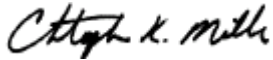
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						1,034.35
Report Total:						2,732,963.54

REQUEST FOR COUNCIL ACTION

Date: 01/06/2014

Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approve 2013 & 2014 Business and Other Licenses

BACKGROUND

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

Brew Pub Off-Sale Intoxicating Liquor License

Granite City Restaurant Operations, Inc
Dba Granite City Food & Brewery
851 Rosedale Center #1005
Roseville, MN 55113

Temporary Consumption and Display Permit

Friends of the Ramsey County Libraries
4570 N Victoria Street
Shoreview, MN 55126

The Friends of the Ramsey County Libraries wish to serve alcohol at their “Great Gatsby Gala” indoor fundraiser on February 1, 2014 to be held at the Ramsey County Library located at 2180 North Hamline Avenue in Roseville.

Amusement Device License

National Entertainment Network, LLC
325 Interlocken Parkway – B
Broomfield, CO 80021

National Entertainment Network, LLC wishes to install 4 amusement devices within the Old Country Buffet located at 2480 Fairview Avenue, N in Roseville, pending a successful fire inspection.

Pawn Shop and Precious Metal Dealer License

Pawn America Minnesota, LLC
Dba Pawn America
1715 N Rice Street
Roseville, MN 55113

36 **Solid Waste Hauler License**

37 GMan Enterprises, LLC
38 DbA Garbage Man of Roseville
39 13112 Europe Trail N
40 Hugo, MN 55038

41
42 Waste Management of Minnesota, LLC
43 10050 Naples St NE
44 Blaine, MN 55449

45
46 Ray Anderson & Sons Co, Inc
47 930 Duluth Street
48 Saint Paul, MN 55106

49
50 Walter's Recycling & Refuse
51 PO Box 67
52 Circle Pines, MN 55014

53
54 Randy's Sanitation, Inc
55 DbA Randy's Environmental Services
56 PO Box 169
57 Delano, MN 55328

58
59 Aspen Waste Systems, Inc
60 2951 Weeks Avenue SE
61 Minneapolis, MN 55414

62
63 Allied Waste Services of the Twin Cities
64 4325 E 66th Street
65 Inver Grove Heights, MN 55076

66
67 Gene's Disposal Service, Inc
68 5661 152nd Street N
69 Hugo, MN 55038

70
71 Advanced Disposal
72 309 Como Ave
73 Saint Paul, MN 55103

74
75 Ace Solid Waste
76 6601 McKinley Street NW
77 Ramsey, MN 55303

78
79 **Recycling Hauler License**

80 Waste Management of Minnesota, LLC
81 10050 Naples St NE
82 Blaine, MN 55449

83
84 Lightning Disposal, Inc
85 1725 Meadow View Road
86 Eagan, MN 55121

87
88 Keith Krupenny & Son Disposal Service, Inc
89 1214 Hann Avenue
90 West Saint Paul, MN 55118

91
92 Walter's Recycling & Refuse
93 PO Box 67
94 Circle Pines, MN 55014

95
96 Aspen Waste Systems, Inc
97 2951 Weeks Avenue SE
98 Minneapolis, MN 55414

99
100 Allied Waste Services of the Twin Cities
101 4325 E 66th Street
102 Inver Grove Heights, MN 55076

103
104 Gene's Disposal Service, Inc
105 5661 152nd Street N
106 Hugo, MN 55038

107
108 Advanced Disposal
109 309 Como Ave
110 Saint Paul, MN 55103

111
112
113

114 **POLICY OBJECTIVE**
115 Required by City Code

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

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

121 **REQUESTED COUNCIL ACTION**

122
123 Motion to approve the business and other license application(s) pending successful background checks.

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

Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street, Suite 222, St. Paul, MN 55101
 (651) 201-7531 TDD (651) 282-6555
 FAX (651) 297-5259

Print Form

**APPLICATION FOR BREW PUB OFF SALE
 INTOXICATING LIQUOR LICENSE**

Workers Comp. Ins. Co. Liberty Mutual Fire Insurance Company

Policy Number WC2-Z91-456850-023

Minnesota Tax ID Number 3806136

Federal Tax ID Number 26-2456488

Licensee's Name (business, partnership, LLC, corporation) Granite City Restaurant Operations, Inc.		DOB	Social Security Number	DBA or Trade Name Granite City Food & Brewery	
Business address 851 Rosedale Center #1005			Phone Number 651-209-3500	Fax Number 651-209-3501	
City Roseville	State MN	Zip Code 55113	License Period From 01/01/2014 To 12/31/2014		
Name of Store Manager Joshua Keen			Phone Number	DOB (Individual Applicant)	

If a corporation or LLC state name, date of birth, Social Security Number address, title, and share held by each officer. If a partnership, state names, address and date of birth of each partner.

Partner Officer (First, middle, last) Robert James Doran	DOB	SS#	Title CEO/President	Shares 0	Business address 1685 Hampton Course St. Charles IL
Partner Officer (First, middle, last) James Gerhard Gilbertson	DOB	SS#	Title CFO/SEC	Shares 0	Business address 3709 Dunbar Knoll Brooklyn Park MN
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Business address
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Business address

* on-file * ↓

1. If a corporation, date of incorporation _____, state incorporate in _____, amount paid in capital _____. If a subsidiary of any other corporation, so state _____ and give purpose of corporation _____. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota? ☐ Yes ☐ No
 2. Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state. _____
 3. Is establishment located near any state university, state hospital, training school, reformatory or prison? ☐ Yes ☐ No
if yes state approximate distance. _____
 4. Name and address of building owner: _____
- Has owner of building any connection, directly or indirectly, with applicant? ☐ Yes ☐ No
5. Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued? ☐ Yes ☐ No If yes, in what capacity? _____
 6. State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. _____
 7. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?
☐ Yes ☐ No If yes, give name and address of establishment. _____

8. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? ☐ Yes ☐ No
9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. ☐ Yes ☐ No ☐ Will be Granted
10. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. ☐ Yes ☐ No ☐ Will be Granted
11. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality. _____
12. State Number of Employees _____
13. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? _____
14. If this license is being issued by a County Board, is it located in an organized township? If so, attach township approval. _____

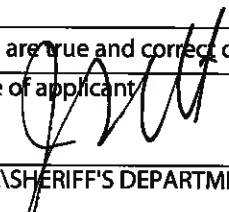
1. State whether applicant or any of the associates in this application, have ever had an application for a liquor license rejected by any municipality or state authority; if so, give dates and details. _____
2. Has the applicant or any of the associates in this application, during the five years immediately preceding this application ever had a license under the Minnesota Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give dates and details. _____
3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor penalties? ☐ Yes ☐ No If yes, give dates, charges and final outcome. _____
4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. ☐ Yes ☐ No If yes, attach a copy of the summons. _____

This licensee must have one of the following: (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM.)

Check one

- ☐ Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.
- ☐ A surety bond from a surety company with minium coverage as specified in A.
- ☐ A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant and title James Gilbertson CFO/SEC	Signature of applicant 	Date 12/19/13
---	--	------------------

REPORT BY POLICE/SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota or municipal ordinances relating to intoxicating liquor except as follows:

Police/Sheriff's Department	Title	Signature
-----------------------------	-------	-----------

County Attorney's Signature

IMPORTANT NOTICE

All retail liquor licensees must have a current Federal Special Occupational Stamp. This stamp is issued by the Bureau of Alcohol, Tobacco, and Firearms. For information call (651) 726-0220



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
444 Cedar Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TEMPORARY CONSUMPTION AND DISPLAY PERMIT**

(City or county may not issue more than 10 permits in any one year)

Name of organization		Date organized	Tax exempt number
Friends of the Ramsey County Libraries		Jan 1, 1979	41-1597085
Address	City	State	Zip Code
4570 N. Victoria Street	Shoreview	Minnesota	55126
Name of person making application		Business phone	Home phone
Susan Gehrz		651 486 2213	651 641 1229
Date(s) of event	Type of organization		
February 1, 2014	☐ Club ☒ Charitable ☐ Religious ☐ Other non-profit		

Organization officer's name		City	State	Zip
☒	Frank Harris, President	Roseville	Minnesota	55113
☒	Dan Wall, Secretary	Roseville	Minnesota	55113
☒	Cathy Croghan, Vice President	Roseville	Minnesota	55113
☒	Doug Smith, Treasurer	North Oaks	Minnesota	55127
Add New Officer				

Location where permit will be used. If an outdoor area, describe.

Ramsey County Library in Roseville, Minnesota. Address is 2180 North Hamline Avenue. This will be the "Great Gatsby Gala" indoor fundraiser for the Ramsey County Library.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County
\$ 50
City Fee Amount
12-26-2013
Date Fee Paid

Date Approved
2-1-2014
Permit Date

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



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

Amusement Device License Application

Business Name National Entertainment Network, LLC
Business Address Old Country Buffett #014 2480 Fairview Ave N
Business Phone 303-444-2559
Email Address Tax.Department@nen-inc.com

Person to Contact in Regard to Business License:

Name Jennifer Hoon
Address 325 Interlocken Pkwy B
Broomfield, CO 80021-8043
Phone Tax.Department@nen-inc.com

← mailing address

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2013, and ending June 30, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>4</u>	<u>60.00</u>
<u>Install Date 1/15/14</u>			

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]

Date 12/9/13

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection. we are working on it.

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

Please mail to

National Entertainment Network
325 Interlocken Parkway – B
Broomfield, CO 80021

Residence Telephone _____

Business Address _____

Business Telephone _____

6. A. If applicant is a partnership, state full name, residence, and business address, telephone numbers, and interest of each member of the partnership:

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

Business Address _____

Business Telephone _____

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

Business Address _____

Business Telephone _____

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

Business Address _____

Business Telephone _____

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

Business Address _____

Business Telephone _____

B. The managing partner will be _____

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

Name Pawn America MN, LLC.State of Incorporation or Association MinnesotaBranch Address 1715 N. Rice St. Roseville, MN 55113Branch Telephone Number 651. 487. 1595Home Office Address 181 River Ridge Circle S.Burnsville, MN 55337Home Office Telephone Number 952. 646. 1765

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

President See attached

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

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

Vice President

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

Residence Address _____

Residence Telephone Number _____

Date of Birth _____

PAWN AMERICA MINNESOTA, L.L.C.
OWNERSHIP
LIST OF MEMBERS AND MANAGERS

Pawn America Minnesota, L.L.C. is owned as follows:

1. 1% of the membership interest is owned by PAL Minnesota, Ltd. The sole shareholder, CFO and CEO of PAL Minnesota, Ltd. is Brad Rixmann
2. 99% of the membership interest is owned by Pawn America Family Limited Partnership. This partnership is owned as follows:
 - A. Mary E. Rixmann irrevocable trust agreement F.B.O. Paul Rixmann 25%
 - B. Mary E. Rixmann irrevocable trust agreement F.B.O. Amy Regnier 25%
 - C. Mary E. Rixmann irrevocable trust agreement F.B.O. Brad Rixmann 49%
 - D. PAL Minnesota, Ltd. 1%

Secretary _____
 LAST **FIRST** **FULL MIDDLE NAME**

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

Treasurer _____
 LAST **FIRST** **FULL MIDDLE NAME**

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

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

1. Full Name See attached
 LAST **FIRST** **FULL MIDDLE NAME**

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

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

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

Bradley Rixmann

Paul Rixmann

Amy Regnier

Mary Rixmann

4. Full Name _____

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

Date Of Birth	Interest	%
1910	100	100
1911	100	100
1912	100	100
1913	100	100
1914	100	100
1915	100	100
1916	100	100
1917	100	100
1918	100	100
1919	100	100
1920	100	100
1921	100	100
1922	100	100
1923	100	100
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1926	100	100
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2018	100	100
2019	100	100
2020	100	100
2021	100	100
2022	100	100
2023	100	100
2024	100	100
2025	100	100

Residence Address

Residence Telephone

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

Full Name Caulfield, Steven James

Residence Address

Residence Telephone _____

Date Of Birth

STATE OF Minnesota

COUNTY OF Dakota

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

ts/her own knowledge

Paul King

SIGNATURE

Chief Manager

TITLE

Subscribed and sworn to before me this 20th day of December, 192013.

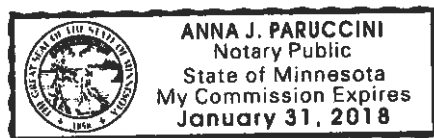
Anna J. Panxetti

NOTARY PUBLIC

Dakota

COUNTY

My commission expires 1.31.18



Part II - Personal Information

This portion of the application should be completed for the sole owner, each general and managing partner, each officer or director, each manager, proprietor, or any other individual or agent in charge of the licensed premises and by each person who by combined ownership or control has an interest, in excess of 5%

Brad - used interchangeably with Bradley

10. Address(es) at which you have lived during preceding five years. (Begin with present or last address, and work back).

<u>Number and Street</u>	<u>City, State, Zip Code</u>	<u>Dates</u>
--------------------------	------------------------------	--------------

11. Kind, name, and location of every business or occupation you have been engaged in during the preceding five years. (Begin with present business and work back).

<u>Business or Occupation</u>	<u>Street Address City and State</u>	<u>Nature Of Business Or Occupation</u>
-----------------------------------	--	---

Owned and Operated Pawn America,
MN, LLC Since 1991. PA locations
attached

12. Names and addresses of your employers and partners, if any, for the preceding five years. (Begin with present or last one first and work back).

<u>Employers Or Partners</u>	<u>Street Address City and State</u>	<u>Dates</u>
----------------------------------	--	--------------

13. Have you ever been convicted of any felony, crime, or violation of any ordinance other than traffic? Yes _____
 No X. If yes, give information as to the time, place, and offense for which convictions were had.

Pawn America MN, LLC
Store Listings

December 2013

Anoka (763-323-0004)
701 West Main Street
Anoka, MN 55303
10:00am-8:00pm Mon– Sat
11:00am-6:00pm Sun
DM: Dave Caulfield
HC: David Just

Appleton (920-733-2007)
500 Westhill Blvd
Grand Chute, WI 54914
9:00am– 8:00pm Mon– Sat
10:00am-6:00pm Sun
DM: Kristen Roberts
HC: Robert Hartman

Ashwaubenon (920-405-3664)
2590 Holmgren Way Suite 120
Ashwaubenon, WI 54304
9:00am– 8:00pm Mon– Sat
10:00am-6:00pm Sun
DM: Kristen Roberts
HC: Evan Schwanke

Bloomington (952-888-8300)
8650 Lyndale Avenue South
Bloomington, MN 55420
10:00am– 8:00pm Mon-Sat
11:00am-6:00pm Sun
DM: Karl Hattman
HC: Kris Pralle

Burnsville (952-435-7296)
13959 Grand Ave South
Burnsville, MN 55337
9:00am-8:00pm Mon - Sat
10:00am-6:00pm Sun
DM: Karl Hattman
HC: Anthony Atwood

Capitol (651-487-0091)
956 Rice Street
St. Paul, MN 55113
10:00am-6:00pm Mon-Fri
Closed Sat & Sun
DM: Steve Caulfield
HC: Jonathan Rittenhouse

Coon Rapids (763-433-2992)
15 Coon Rapids Blvd.
Coon Rapids, MN 55448
10:00am-8:00pm Mon– Sat
11:00am-6:00pm Sun
DM: Steve Caulfield
HC: Brian Johnson

Corporate (952-646-1760)
181 River Ridge Circle
Burnsville, MN 55337
8am-5pm Mon-Fri

Duluth (218-727-2274)
339 East Central Entrance
Duluth, MN 55811
10:00am-8:00pm Mon-Sat
11:00am-6:00pm Sun
DM: Steve Caulfield
HC: Debra Murray

Eau Claire (715-318-0148)
2615 Mall Drive
Eau Claire, WI 54701
9:00am– 8:00pm Mon– Sat
10:00am-6:00pm Sun
DM: Kristen Roberts
HC: Tynan O'Brien

Fargo (701-298-7765)
3520 13th Avenue South
Fargo, ND 58103
9:00am– 8:00pm Mon– Fri
10:00am-6:00pm Sat
12:00am-6:00pm Sun
DM: Dave Caulfield
HC: Leon Klimek

Fridley (763-571-8311)
789 53rd Ave N.E.
Fridley, MN 55421
9:00am– 8:00pm Mon– Fri
10:00am-8:00pm Sat
11:00am-6:00pm Sun
DM: Karl Hattman
HC: Joshua Jorgensen

Hopkins/Hopkins EX (952-938-0336)
168 North Blake Road
Hopkins, MN 55343
10:00am-8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Dave Caulfield
HC: Tara Kimpling
HC Ex: Brian Ekis

Inver Grove H. (651-457-5555)
5300 South Robert Trail
Inver Grove Heights, MN 55077
9:00am– 8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Steve Caulfield
HC: Martin Swanson

Madison (608-241-7006)
2301 East Springs Drive
Madison, WI 53704
9:00am– 9:00pm Mon - Fri
10:00am-8:00pm Sat
10:00am - 6:00pm Sun
DM: Kristen Roberts
HC: David Post

Mankato (507-345-7001)
1565 Tullamore St
Mankato, MN 56001
10:00am– 8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Karl Hattman
HC: Russell Marshall

Midway (651-646-7490)
1636 University Ave. West
St. Paul, MN 55104
10:00am– 8:00pm Mon - Sat
11:00am - 6:00pm Sun
DM: Karl Hattman
HC: David Rodriguez

Onalaska (608-783-0804)
1235 Crossing Meadows Dr.
Onalaska, WI 54650
9:00am-8:00pm Mon - Sat
10:00am-6:00pm Sun
DM: Kristen Roberts
HC: John Koep

Robbinsdale (763-533-1424)
4134 W. Broadway Ave
Robbinsdale, MN 55442
10:00am-8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Dave Caulfield
HC: Jennifer Graner

Rochester (507-529-1227)
770 1st Avenue S.E.
Rochester, MN 55904
9:00am-8:00pm Mon - Fri
10:00am-8:00pm Sat
11:00am-6:00pm Sun
DM: Steve Caulfield
HC: Noah Wagenknecht

Roseville (651-487-1595)
1715 North Rice Street
Roseville, MN 55113
10:00am– 8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Steve Caulfield
HC: Leif Ronning

Sioux Fall (605-362-1517)
3514 West 41st Street
Sioux Falls, SD 57106
9:00am– 8:00pm Mon - Sat
9:00am-8:00pm Sun
DM: Karl Hattman
HC: Mark Bridges

St. Cloud (320-202-1399)
2550 Division Street
St. Cloud, MN 56301
9:00am– 8:00pm Mon - Sat
10:00am-6:00pm Sun
DM: Dave Caulfield
HC: Andrew Frauenholtz

Suburban (651-379-9116)
1885 Suburban Avenue, Ste 2
St. Paul, MN 55119
9:00am-8:00pm Mon - Sat
10:00am-6:00pm Sun
DM: Dave Caulfield
HC: Matthew Little

Suburban EX (651-702-2553)
1885 Suburban Avenue, Ste 1
St. Paul, MN 55119
9:00am– 8:00pm Mon - Sat
11:00am-6:00pm Sun
DM: Dave Caulfield
HC: James Clay

Wausau (715-298-9089)
1424 Schofield Ave
Schofield, WI 54476
9:00am– 8:00pm Mon - Sat
10:00am-6:00pm Sun
DM: Kristen Roberts
HC: Lee Ziesmer

West Allis (414-327-1825)
7530 West Lincoln Ave.
West Allis, WI 53219
10:00am-7:00pm Mon - Sat
12:00am-6:00pm Sun
DM: Kristen Roberts
HC: Laron Wilder

Ecomm Dept
Todd Hyland
(952-646-1775)
12040 Riverwood Circle
Burnsville, MN 55337

Cashpass Network
Daniel Muelkin
(1-877-505-6600)
200 West Highway 13
Suite 100
Burnsville, MN 55337

My Bridge Now
Paul Hess
(952-345-7550)
181 South River Ridge Circle
Burnsville, MN 55337

14. Have you ever been engaged as an employee, or in operating a pawn shop or precious metal dealer, or other business of a similar nature? Yes X No _____ If yes, give information as to the time, place, and length of time:

List attached

15. Have you been in military service? Yes _____ No X If yes, was discharge(s) ever other than honorable? Yes _____ No _____ (Upon request, you may be required to exhibit all discharges).

16. Are you directly or indirectly interested in other establishments in the City of Roseville to which a license of the same kind has been issued? Yes _____ No _____

17. What is the amount of investment that you will have in the business, building, premises, fixtures, furniture, stock in trade, etc., and what was the source of such money? (You must be prepared to furnish proof of the source of such money).

1.1 million dollars

Pawn America

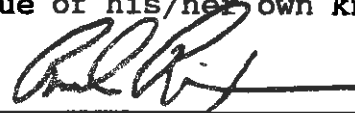
18. Have you had any interest in any previous pawn shop or precious metal dealer license that was revoked, suspended, or not renewed? Yes _____ No X

If yes, explain in detail: _____

19. Have you ever individually or with others made application for a pawn shop or precious metal dealer license, and had such application denied? Yes _____ No X

If yes, explain in detail: _____

Bradley K. Rixmann, being first duly sworn, upon his/her oath, deposes and says that he/she is the person who has executed the above Personal Information Form, and that the statements made therein are true of his/her own knowledge and belief.



SIGNATURE

Subscribed and sworn to before me this 20th day of December, 192013.



NOTARY PUBLIC

Dakota

COUNTY

My Commission Expires 1.31.18



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name 6MAN ENTERPRISES L.L.C. DBA GARBAGEMAN of Roseville

Business Address 13112 Europa Trail N Hugo MN 55038

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

Business Phone 763 227 5091

Contact Person DANIEL WESTERHAUS
(Business Matters)

Email Address _____

Contact Person DANIEL WESTERHAUS
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: SIM LEMICUX

Cell Phone: _____

Alternate Contact Information: SIM MARIK

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

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

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

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

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

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

☐ Commercial/Industrial

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

2

(over)

*All Roseville Trash is Transferred to RRT in Newport

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 Environmental
630 MALCOLM AVE SE Minneapolis
Advanced Disposal
309 Como Ave, St. Paul

Construction/Demolition Debris

N/A

Yard Waste/Brush

SKB Environmental
630 MALCOLM AVE SE Minneapolis

Organics

N/A

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*	23 (per month)
64 Gallon Service*	25 (per month)
96 Gallon Service*	26 (per month)
Walk-up Service*	5 (per month)
Additional Garbage*	2 / Box
Yard Waste*	80 year

*These services are required to be offered in Roseville. *Prices include taxes

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

President
Title

12/27/2013
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc

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

Business Phone 952-890-1160

Contact Person Gregory Revering
(Business Matters)

Email Address _____

Contact Person Julie Altman Radermacher
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Gregory Revering

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

Newport - RRT
2901 Maxwell Ave
Newport MN 55055

Construction/Demolition Debris

Advanced

Yard Waste/Brush

Malcolm - SKB
630 Malcolm Ave SE
Mpls MN 55414

Organics

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

Residential Customer Rates

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

Service	Cost
32 Gallon Service*	<u>13.00</u> (per month)
64 Gallon Service*	<u>14.00</u> (per month)
96 Gallon Service*	<u>15.00</u> (per month)
Walk-up Service*	<u>12.00</u> (per month)
Additional Garbage*	<u>Varies</u>
Yard Waste*	<u>7.00</u>

*These services are required to be offered in Roseville.

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

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


Applicant's Signature

District Manager
Title

12-20-13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name RAY ANDERSON & SONS CO. INC.

Business Address 930 - DULUTH ST - ST. PAUL, MN - 55106
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651-774-2850

Contact Person RICK L. ANDERSON
(Business Matters)

Email Address _____

Contact Person RICK ANDERSON
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: RICK ANDERSON

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 _____

(over)

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

Garbage

RRT - Newport

Construction/Demolition Debris

SKB LANDFILL

Yard Waste/Brush

Compost

Organics

N/A

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

Residential Customer Rates

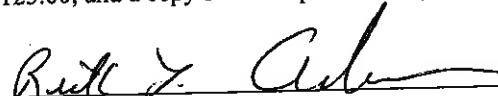
Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	<u>N/A</u> (per month)
64 Gallon Service*	<u>N/A</u> (per month)
96 Gallon Service*	<u>N/A</u> (per month)
Walk-up Service*	<u>N/A</u> (per month)
Additional Garbage* <u>ON CALL FOR DUMPSTERS</u>	_____
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

Treasurer
Title

12-6-13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name Walters Recycling & Refuse

Business Address P.O. Box 67 Circle Pines Mn 55014
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 763-780-8464

Contact Person George Walter
(Business Matters)

Email Address _____

Contact Person Eric Soderstrom
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Eric Soderstrom

Cell Phone: _____

Alternate Contact Information: Rob Howell

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

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

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

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

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

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

☒ Commercial/Industrial

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

(over)

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

Garbage

Attached

Construction/Demolition Debris

Attached

Yard Waste/Brush

ETK River Composting
Heaven Landscaping

Organics

Rosville

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

Residential Customer Rates

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

Service	Cost
32 Gallon Service*	<u>17.25</u> (per month)
64 Gallon Service*	<u>18.25</u> (per month)
96 Gallon Service*	<u>19.25</u> (per month)
Walk-up Service*	<u>Call</u> (per month)
Additional Garbage*	<u>Call</u>
Yard Waste*	<u>Call</u>

*These services are required to be offered in Roseville.

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

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

[Signature]
Applicant's Signature

Operations MGR
Title

12/5/13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Randy's Sanitation, Inc. DBA: Randy's Environmental Services

Business Address PO Box 169 Delano, Mn. 55328
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone (763) 972-3335

Contact Person Rhonda Saler
(Business Matters)

Email Address _____

Contact Person Rhonda Saler
(Operational Matters)

Email Address Same

Emergency Contact Information

Contact Name: Ben Roskowiak . Operations Manager

Cell Phone: _____

Alternate Contact Information:

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

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

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

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

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

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

☒ Commercial/Industrial

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

(over)

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

Garbage

see attached disclosure

Construction/Demolition Debris

see attached disclosure

Yard Waste/Brush

Organics Technology
3750 Washington Ave N.
Minneapolis

Organics

Brooklyn Park Transfer Station
S.E.T. Minnetrista, 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*	_____

no residential service provided in Roseville

*These services are required to be offered in Roseville.

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

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

Rhonda Siler, signing for Corporation
Applicant's Signature

Operations Coordinator
Title

12-12-13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Aspen Waste Systems, Inc.

Business Address 2451 Weeks Avenue S.E. Minneapolis, MN 55414

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

Business Phone 612-884-8000

Contact Person Thor Nelson
(Business Matters)

Email Address _____

Contact Person Tracy Gottas
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Thor Nelson

Cell Phone: 612-884-8000 (Commercial Dispatch)

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

7

(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

HERC
VEOLIA

Construction/Demolition Debris

SKB-MALCOMB

Yard Waste/Brush

SKB-MALCOMB

Organics

BROOKLYN PARK - TRANSFER

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

Residential Customer Rates

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

Service	Cost
35 32 Gallon Service*	21.82 w/tax & FSC (per month)
45 64 Gallon Service*	25.16 w/tax & FSC (per month)
45 96 Gallon Service*	28.51 w/tax & FSC (per month)
Walk-up Service*	4.50 (per month)
Additional Garbage*	2.00 EA. Additional bag
Yard Waste*	\$7.15 + fsc per bag YMW \$79.95 + fsc for season

*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

COO
Title

12-4-13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Allied Waste Services of The Twin Cities

Business Address 4325 E. 66th Street Denver Grove Heights, MN 55076
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651-455-8634

Contact Person Richard Owens
(Business Matters)

Email Address _____

Contact Person Chris Henkels
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Richard Owens

Cell Phone: _____

Alternate Contact Information: Chris Henkels

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 8

(over)

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

Garbage

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

Construction/Demolition Debris

Malcom
630 malcom Ave- Nppls

Yard Waste/Brush

Malcom
630 malcom Ave- Nppls

Organics

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

Residential Customer Rates

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

Service	Cost
35 32 Gallon Service*	14.75 (per month)
68 64 Gallon Service*	15.00 (per month)
95 96 Gallon Service*	16.00 (per month)
Walk-up Service*	Call for quote (per month)
Additional Garbage*	5.00 / bag
Yard Waste*	TBD 2014

*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.

Wendy Sklar
Applicant's Signature

Administrative Ass't
Title

11-29-13
Date



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

Solid Waste Hauler License Application

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

Business Name Genes Disposal Service Inc.

Business Address 5661 152nd St N Hugo, MN 55038
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651-426-1224

Contact Person LISA WEGLEITNER
(Business Matters)

Email Address genesdisposal@gwestoffice.net

Contact Person Gene OR LISA Wegleitner
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Gene OR LISA Wegleitner

Cell Phone: _____

Alternate Contact Information: _____

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

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

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

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

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

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

☒ Commercial/Industrial

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

2

(over)

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

Garbage

BRT
NEWPORT, MN

Construction/Demolition Debris

SKB
10304 NAPLES ST NE
BLAINE, MN 55449

Yard Waste/Brush

SKB
" "

Organics

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

Residential Customer Rates

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

Service	Cost
32 Gallon Service*	17 ⁰⁰ (per month)
64 Gallon Service*	18 ⁹⁹ (per month)
96 Gallon Service*	21 ⁰⁰ (per month)
Walk-up Service*	5 ⁰⁰ (per month)
Additional Garbage*	2.07
Yard Waste*	1.75

*These services are required to be offered in Roseville.

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

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

Applicant's Signature

Title

Date

Owner
12-5-13



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Advanced Disposal

Business Address 309 Como Ave St Paul, MN 55103
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651-487-8346

Contact Person Lee Johnson
(Business Matters)

Email Address _____

Contact Person Tieso Martinez
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Tieso Martinez

Cell Phone: _____

Alternate Contact Information: Kenny Hardt

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 5

(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

Advanced Disposal
309 Como Ave
St Paul MN 55103

Construction/Demolition Debris

Advanced Disposal
309 Como Ave
St Paul, MN 55103

Yard Waste/Brush

The Mulch Store

Organics

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

Residential Customer Rates

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

Service	Cost
32 Gallon Service*	<u>11.98</u> (per month)
64 Gallon Service*	<u>16.11</u> (per month)
96 Gallon Service*	<u>22.50</u> (per month)
Walk-up Service*	<u>6.88</u> (per month)
Additional Garbage*	<u>4.81/bag</u>
Yard Waste*	<u>160.00</u>

*These services are required to be offered in Roseville.

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

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

[Signature]
Applicant's Signature

Operations Coordinator
Title

12-16-13
Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name ACE Solid Waste, Inc.

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

Business Phone 763-427-3110

Contact Person Dennis Fredrickson
(Business Matters)

Email Address _____

Contact Person same
(Operational Matters)

Email Address same

Emergency Contact Information

Contact Name: Dennis Fredrickson

Cell Phone: 763-427-3110

Alternate Contact Information: _____

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

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

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

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

- ☒ Residential (single family, duplex, triplex, fourplex)
- ☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)
- ☒ Commercial/Industrial

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

(over)

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

Garbage

Great River Energy - Elk River
Elk River Landfill - Elk River
Lake Area Disposal - Sarona, W
(via Blaine transfer station)

Construction/Demolition Debris

RRT Processing Solutions

Yard Waste/Brush

RRT Processing Solutions

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*	_____

**Enclosure*
**1*

varies
\$73.00

*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.

[Signature]
Applicant's Signature

Operations
Title

12-2-13
Date



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc

Business Address 10050 Naples St NE Blaine MN 55449

Business Phone 763-783-5438

Contact Person Gregory Revering Email Address _____

Emergency Contact Information Gregory Revering

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

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

☐ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

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

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

<i>Newsprint*</i>	<i>Glass*</i>	<i>Cans/Plastic*</i>
<u>WM-Twin Cities MRF</u>	<u>Same</u>	<u>Same</u>
<u>1800 Broadway Ave NE</u>		
<u>Mpls MN 55413</u>		

<i>Office paper/Boxboard*</i>	<i>Corrugated Cardboard*</i>	<i>Other (please specify)</i>
<u>Same</u>	<u>Same</u>	

*Required items for residential and multifamily haulers

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

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

12-30-13
Date

[Signature]
Applicant's Signature

Dist Manager
Title



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

\$125
12/20

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Lightning Disposal Inc.

Business Address 1725 Meadow View Rd. Eagan, MN 55121

Business Phone 651-457-4434

Contact Person Robert Nitti Email Address _____

Emergency Contact Information Robert Nitti

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)

Roll-off
Construction
debris

*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.

12/18/13
Date

Robert Nitti
Applicant's Signature

Pres.
Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Keith Krupenny & Son Disposal Service, Inc.

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

Business Phone 651-457-3680

Contact Person Kay Krupenny Email Address _____

Emergency Contact Information Keith Krupenny

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

COMMERCIAL only. NO Routes.
*ROLLOFFS only - 98% Demo Construction

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)

ROCK TEND

*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.

12-9-13
Date

Kay M. Krupenny
Applicant's Signature

V. Pres-owner
Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Walter Recycling & Hauling

Business Address same

Business Phone _____

Contact Person _____ Email Address _____

Emergency Contact Information _____

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

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

☒ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 3

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

<i>Newsprint*</i>	<i>Glass*</i>	<i>Cans/Plastic*</i>
<u>International Paper</u>	<u>Recycle America</u>	<u>Recycle America</u>
<u>Recycle America</u>		
<u>Pack Town</u>		
<i>Office paper/Boxboard*</i>	<i>Corrugated Cardboard*</i>	<i>Other (please specify)</i>
<u>above</u>		<u>Computer-ink Recycle Company</u>

*Required items for residential and multifamily haulers

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

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

12/5/13 Date [Signature] Applicant's Signature Olivera M.R. Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)
Business Name Aspen Waste Systems, Inc.
Business Address 2951 Weeks Avenue S.E. Minneapolis, MN 55414
Business Phone 612-884-8000
Contact Person Thor Nelson Email Address _____
Emergency Contact Information Thor Nelson 612-884-8000 (Commercial Dispatch)

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

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

☐ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

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

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

<u>Pioneer Paper</u> ^{Newsprint*}	<u>Waste Management</u> ^{Glass*}	<u>Waste Management</u> ^{Cans/Plastic*}
_____	_____	_____
_____	_____	_____
<u>Pioneer Paper</u> ^{Office paper/Boxboard*}	<u>Pioneer Paper</u> ^{Corrugated Cardboard*}	<u>_____</u> ^{Other (please specify)}
_____	_____	_____
_____	_____	_____

*Required items for residential and multifamily haulers

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

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

12-4-13 Date Thor Nelson Applicant's Signature COO Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Allied Waste Services of The Twin Cities

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

Business Phone 651-455-8634

Contact Person Richard Owens Email Address _____

Emergency Contact Information Chris Henkels

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 3

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

<u>Allied/Inver Recycling</u> <u>2195 E. 117th Street</u> <u>Inver Grove Heights, MN 55076</u>	<u>Same</u> Glass*	<u>Same</u> Cans/Plastic*
<u>Same</u> Office paper/Boxboard*	<u>Same</u> Corrugated Cardboard*	<u>Same</u> Other (please specify)

*Required items for residential and multifamily haulers

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

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

11-29-13 Date Denise Skuag Applicant's Signature Administrative Asst Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)
Business Name Gene's DISPOSAL SERVICE INC.
Business Address 5661 152ND ST N Hugo, MN 55038
Business Phone 651 426-1224
Contact Person Lisa Wegleitner Email Address genesdisposal@guestoffice.net
Emergency Contact Information Gene OR Lisa Wegleitner

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:

EUREKA Recycling
2828 Kennedy St NE
Mpls, MN 55413

" Glass* "

" Cans/Plastic* "

" Office paper/Boxboard* "

" Corrugated Cardboard* "

" Other (please specify) "

*Required items for residential and multifamily haulers

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

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

12-5-2013
Date

[Signature]
Applicant's Signature

owner
Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2014 (License will be for January 1 to December 31.)

Business Name Advanced Disposal Services

Business Address 309 Como Ave St Paul MN 55103

Business Phone 651-487-8546

Contact Person Lee Johnson Email Address _____

Emergency Contact Information Tirso Martinez

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 5

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

<u>Newsprint*</u>	<u>Glass*</u>	<u>Cans/Plastic*</u>
<u>Waste Management</u>	<u>11</u>	<u>11</u>
<u>1800 NE Broadway St</u>		
<u>Mpls, MN 55413</u>		

<u>Office paper/Boxboard*</u>	<u>Corrugated Cardboard*</u>	<u>Other(please specify)</u>
<u>4</u>	<u>1</u>	<u>11</u>

*Required items for residential and multifamily haulers

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

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

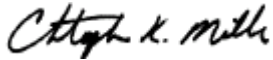
12-16-13
Date

[Signature]
Applicant's Signature Title

REQUEST FOR COUNCIL ACTION

Date: 1/06/2014
Item No.: 7.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount	Budget / CIP
Vehicle Maint.	Factory Motor Parts	Blanket P.O. for vehicle repairs	\$ 14,000.00	Budget
Vehicle Maint.	Winter Equipment Inc.	Blanket P.O. for vehicle repairs	8,000.00	Budget
Vehicle Maint.	Suburban Tire	Blanket P.O. for vehicle repairs	26,000.00	Budget
Vehicle Maint.	Roseville Chrysler	Blanket P.O. for vehicle repairs	6,000.00	Budget
Vehicle Maint.	Fleetpride Parts & Service	Blanket P.O. for vehicle repairs	9,000.00	Budget
Vehicle Maint.	Bauer Built	Blanket P.O. for vehicle repairs	12,000.00	Budget
Vehicle Maint.	Auto Nation	Blanket P.O. for vehicle repairs	6,000.00	Budget
Vehicle Maint.	Titan Machinery	Blanket P.O. for vehicle repairs	6,000.00	Budget
Vehicle Maint.	Midway Ford	Blanket P.O. for vehicle repairs	8,000.00	Budget
Vehicle Maint.	GCR Truck Tire Centers	Blanket P.O. for vehicle repairs	8,500.00	Budget
Water	Badger Meter	200 AED heads for Model 25 meters	10,800.00	Budget
Public Works	MTI Distributing	Groundmaster 7210-D Mower/Plow	47,885.00	CIP

Comments/Description:

- a) Blanket purchase orders (P.O.'s) are used to provide pre-approval with selected vendors for the purchase of general supplies and materials. They are also used as a means of encumbering budgeted funds for specific purposes.

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
Public Works	2003 Tenant Vacuum Unit
Public Works	2006 Toro Zero Turn Mower

18 **POLICY OBJECTIVE**

19 Required under City Code 103.05.

20 **FINANCIAL IMPACTS**

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

22 **STAFF RECOMMENDATION**

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

25 **REQUESTED COUNCIL ACTION**

26 Motion to approve the attached list of general purchases and contracts for services and where applicable;
27 the trade-in/sale of surplus equipment.

28

29

Prepared by: Chris Miller, Finance Director

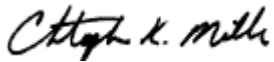
Attachments: A: None

30

REQUEST FOR COUNCIL ACTION

Date: 1/06/14
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Designate Official Bank Depositories for 2014

BACKGROUND

State Statute requires the City to designate official bank depositories for which city funds may be deposited and held for safekeeping.

The attached resolution lists those institutions that will be used for various banking services. The institutions are selected on a bid basis.

POLICY OBJECTIVE

The designation of official bank depositories is required under State Statute.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution.

REQUESTED COUNCIL ACTION

Adopt the attached resolution designating the official bank depositories for 2014.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution designating the official depositories for 2014

**EXTRACT OF MINUTES OF MEETING
OF THE CITY COUNCIL
CITY OF ROSEVILLE
RAMSEY COUNTY, MINNESOTA**

The following members were present: _____. The following were absent:

RESOLUTION NO. _____

- US Bank
- Premier Bank
- BMO Harris Bank

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

Whereupon said resolution was declared duly passed and adopted.

[illegible]

I, 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 6th day of January, 2014, with the original thereof on file in my office.

56 WITNESS MY HAND officially as said Manager and the corporate seal of the City this 6th day of
57 January, 2014.

58

59

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62

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64

(SEAL)

Patrick Trudgeon
Interim City Manager

REQUEST FOR COUNCIL ACTION

Date: 1/06/14
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Designate Official Bank Signatories for 2014

BACKGROUND

State Statute requires the City to designate officials with the authority to sign checks for payment of goods and services. This includes checks processed through the City's payroll and accounts payable systems.

Traditionally, the Mayor, City Manager, and Finance Director have been designated as authorized individuals.

POLICY OBJECTIVE

The designation of official bank signatories is required under State Statute.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff Recommends that Mayor Dan Roe, City Manager Pat Trudgeon, and Finance Director Chris Miller be designated as official signatories for 2014.

REQUESTED COUNCIL ACTION

Adopt the attached resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2014.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2014

**EXTRACT OF MINUTES OF MEETING
OF THE CITY COUNCIL
CITY OF ROSEVILLE
RAMSEY COUNTY, MINNESOTA**

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 7.f

Department Approval

City Manager Approval



Item Description: Designate 2014 Legal Newspaper

BACKGROUND

Minnesota Statutes §331A requires cities annually to designate a legal newspaper for publication of ordinances and other notices. Cities are not required to seek bids each year, so staff requested quotes from the newspapers for 2013-2015. Although the city may not designate a legal newspaper for more than one calendar year, we can request information for multiple years. This reduces staff work load and allows the city to project costs.

The city requested bids from the Pioneer Press, Roseville Review and Star Tribune. Only the Roseville Review submitted a bid. The bid is approximately a seven percent increase from 2013.

Newspaper	Roseville Review
Cost of Sample Notices	\$ 157.30
Distribution in Roseville	8,892
Percent Circulation - Roseville	71.07%
Publication Frequency	Weekly
Lead Time to Submit Legal	3 days
Method for Ad Proof	Fax or Email
Method Affidavit of Publication	Mail
Access to Archived Affidavits	No

FINANCIAL IMPLICATIONS

The 2014 budget includes funds for legal notices. In 2013 the City spent approximately \$1,900 on Legal Notices.

REQUESTED COUNCIL ACTION

Motion designating the Roseville Review as the legal newspaper for the City of Roseville for 2014.

Prepared by: Patrick Trudgeon, Interim City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-6-14
Item No.: 7.g

Department Approval



City Manager Approval



Item Description: Approve Annual City Sign Permits for 2014

BACKGROUND

The City Council annually approves sign permits for City events held throughout the year by multiple City Departments. The City Code, Signage Section 1009.003A2 states "City and Public Signs: Except for traffic-related signage, all permanent city, school or other governmental unit signage including flags must be approved by the City Council."

For 2014 the Departments prepared the attached list of signage requirements for the entire year, recognizing that some events may change dates or times slightly.

The signs and displays must adhere to setback provisions, except for directional signage, which may be at the property line.

STAFF RECOMMENDATION

Staff recommends the Council approve the 2014 sign permit for City uses and promotions as listed in the attached summary.

REQUESTED COUNCIL ACTION

By motion, approve the 2014 sign permit for City uses and promotions as listed in the sign summary dated 1-6-14.

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments: A: Listing of Temporary Signage

EVENT/ACTIVITY	SIGN DESCRIPTION	LOCATION	TIMING
PR - Rink Attendants Wanted	4 x 4 two-sided display	At 6 warming house locations	As needed November / Dec
PR - Golf Course Specials	4 x 8 signs on plywood	- Attached to clubhouse and I.D. sign - Attached to fence along Hwy 36	April - October
PR - Discover Your Parks Series	4 x 8 signs on plywood	In front of each scheduled park	Various locations, April - September
PR - Community Halloween Party	4 x 8 sign on plywood - directional	- HANC - CP Dale Street Arboretum area	October
PR – Nature Center Special Events Earth Day, Open House, Wild Rice Festival	4 x 8 sign - Directional	HANC	Periodically Feb - September
PR – FOR Parks fundraising events	Directional	Numerous locations throughout the city	Select Dates June - November
PR – Passport to Play	4 x 8 sign on plywood	In front of each programmed park	May - August
PR - Summer Staff Recruitment	4 x 8 sign on plywood	Rotated among parks system-wide	February - May
PR –Arboretum Special Events Plant Sale	4 x 4 two sided display	Entrance to the Arboretum Parking Lot on Dale Street	Periodically May – September
PR - Rosefest events including Parade, Run/Roll for the Roses, Tour de Roses, Taste of Rosefest	Traffic information	Along and near route	June/July
PR - Holiday Craft Fair/Boutique	4 x 8 signs on plywood - Directional	- City Hall, Skating Center - Civic Center and C and Woodhill, - Numerous locations throughout City	December
PR - Art Series/Art and Craft Show	Directional	- Roseville Skating Center - Civic Center and C and Woodhill, entrance to Skating Center - Numerous locations throughout City	Periodically March - December
PR – Wild Rice Festival	4 x 8 signs on plywood - Directional	- HANC - Numerous locations throughout City	September-October
PR – Summer Special Events at Amphitheatre	Directional	Central Park Lexington and Amphitheatre area	May - August
PR – Tapping Time event	4 x 8 signs on plywood - Directional	- HANC - Numerous locations throughout City	March
PR - Skating Center	- Directional - Welcome	Near Building	- Major State/National/International events as scheduled
PR - Renewal Program	Informational	Throughout City in parks, along pathways, at facilities as needed for the Renewal Program projects	January - December
CD – Living Smarter Fair	Directional signage	North and Southbound Fairview Ave. and Cleveland Ave., in addition running West and East along Hwy 36 Service Rd and East and Westbound Cty Rd B and Cty Rd B2	February

PD - Recruiting Police Reserves	• 5 x 5 two-sided display	• In front of City Hall	• As needed
PD - Family Night Out and Night to Unite	• 4 x 8 signs on plywood	• City Hall and Central Park	• July-August
FD - Recruiting Fire Fighters	• 5 x 5 two-sided display	• In front of each station	• As needed
FD - Fire Dept. Booya	• 4 x 8 signs on plywood	• In front of each station	• September/October
FD - Fire Dept. Open Houses	• Approximately 4x8 ft. sign on plywood on side of City Vehicle • 4x4 two-sided display	• Located on Fire Dept. property	• Anticipated Summer/Fall
FD – Blood Pressure Clinic	• 7’x4’ aluminum sign announcing upcoming clinics	• Roseville Fire Station 3	• Year round
CD - HRA “Roseville: A Way of Life Signs”	• 1 x 3 signs	• County Road B2 • Larpenteur Avenue • County Road C • Civic Center Drive	• Year round

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 01-06-2014

Item No.: 7 . h

Department Approval



City Manager Approval

Item Description: **Community Development Department Request for the 2014 Electrical Inspection Service Renewal Contract.**

BACKGROUND

- Attached is an annual service agreement used with the City's electrical inspection contractor. Seven cities (Roseville, Arden Hills, Little Canada, North Oaks, North St. Paul, Shoreview and Brooklyn Center) contract with Togle Inspections, Inc. and have a similar contract for services.
- The proposed service contract with Togle Inspections, Inc. and owner Peter Togle includes a requirement that the contractor maintains his insurance schedule, provides an annual report and carries an electrician's license.
- There are no changes in the permit fee schedule for 2014. The fee structure is applicable in all seven cities. The City passes the costs of doing business on to the electrical contractor as part of the electrical permit charge. The City retains 20% of the electrical permit fee, passing the remaining 80% on to Togle Inspections, Inc.

POLICY OBJECTIVE

The Council annually considers this service contract and accepts any comments from the applicant or interested persons.

FINANCIAL IMPACTS

Staff has reviewed the alternatives, particularly jointly hiring a contractor or adding another inspector to handle both electrical and some building inspection activities. While this may pay for itself, there is no guarantee that building levels will be as high as previous years. Staff recommends that this alternative is premature. This alternative should be evaluated annually as the service contract comes up for review

STAFF RECOMMENDATION

Staff recommends approval of the 2014 one-year service agreement with Togle Inspections, Inc. (which includes the 2014 Electrical Permit Fee Schedule) and for the agreement to be reviewed annually.

REQUESTED COUNCIL ACTION

By motion approve the 2014 Service Agreement with Togle Inspections, Inc and authorize the Mayor and City Manager to sign the agreement, after review by the City Attorney.

Prepared by: Don Munson, Codes Coordinator

Attachments: A - Proposed Consultant Services Contract
B - 2014 Permit Fee Schedule

Standard Agreement for Professional Services

This Agreement ("Agreement") is made on the 6th day of January, 2014, between the City of Roseville, a municipal corporation (hereinafter "City"), and Tokle Inspections Incorporated, a corporation organized and existing under the laws of the State of Minnesota, (hereinafter "Consultant").

Preliminary Statement

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

The City and Consultant agree as follows:

1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services shown below ("Work") in consideration for the compensation set forth in Provision 3 below. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
 - A. Review electrical plans for sites and buildings;
 - B. Provide all required on-site electrical inspection services in relation to each electrical permit;
 - C. Retain all pertinent records and copies of permits and correspondence related to each permit and make them available to the City upon request;
 - D. Have open office hours each business day during which the property owners and staff may work with the inspectors;
 - E. Coordinate work (as necessary) with inspection work of the City through the Building Permits Coordinator.
 - F. Provide an annual report summarizing permit activity.
2. **Term.** The term of this Agreement shall be from January 1, 2014, through December 31, 2014, the date of signature by the parties notwithstanding.
3. **Compensation for Services.** The City agrees to pay the Consultant the compensation described in Attachment B attached hereto for the Work, subject to the following:

- 47
- 48 A. Any changes in the Work which may result in an increase to the compensation due
- 49 the Consultant shall require prior written approval of the City. The City will not pay
- 50 additional compensation for Work that does not have such prior written approval.
- 51
- 52 B. Third party independent contractors and/or subcontractors may be retained by the
- 53 Consultant when required by the complex or specialized nature of the Work when
- 54 authorized in writing by the City. The Consultant shall be responsible for and shall
- 55 pay all costs and expenses payable to such third party contractors unless otherwise
- 56 agreed to by the parties in writing.
- 57
- 58 4. **City Assistance.** The City agrees to provide the Consultant with the following assistance
- 59 concerning the Work to be performed hereunder:
- 60
- 61 A. Depending on the nature of the Work, Consultant may from time to time require
- 62 access to public and private lands or property. To the extent the City is legally and
- 63 reasonably able, the City shall provide access to and make provisions to enable the
- 64 Consultant to enter upon public and private land and property as required for the
- 65 Consultant to perform and complete the Work.
- 66
- 67 B. The City shall furnish the Consultant with a copy of any special standards or criteria
- 68 promulgated by the City relating to the Work, including but not limited to design and
- 69 construction standards, that is needed by the Consultant in order to prepare for the
- 70 performance of the Work.
- 71
- 72 C. A person shall be appointed to act as the City's representative with respect to the
- 73 Work to be performed under this Agreement. Such representative shall have
- 74 authority to transmit instructions, receive information, interpret, and define the City's
- 75 policy and decisions with respect to the Work to be performed under this Agreement,
- 76 but shall not have the right to enter into contracts or make binding agreements on
- 77 behalf of the City with respect to the Work or this Agreement.
- 78
- 79 5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an
- 80 itemized invoice for Work performed under this Agreement. Invoices submitted shall be
- 81 paid in the same manner as other claims made to the City. Invoices shall contain the
- 82 following:
- 83
- 84 A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each
- 85 employee, his or her name, job title, the number of hours worked, rate of pay for each
- 86 employee, a computation of amounts due for each employee, and the total amount
- 87 due for each project task. The Consultant shall verify all statements submitted for
- 88 payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For
- 89 reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an
- 90 itemized listing and such documentation of such expenses as is reasonably required
- 91 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:

A. The City shall have the right to suspend the Work to be performed by the Consultant under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the delivery upon Consultant of written notice from the City of such suspension.

B. The Consultant shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.

6. ***Project Manager and Staffing.*** The Consultant has designated Interim City Manager Pat Trudgeon and Codes Coordinator Don Munson ("Project Contacts") to perform and /or supervise the Work, and as the persons for the City to contact and communicate with regarding the performance of the Work. The Project Contacts shall be assisted by other employees of the Consultant as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. Consultant may not remove or replace Project Contracts without the prior approval of the City.
7. ***Standard of Care.*** All Work performed by the Consultant under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind.
8. ***Audit Disclosure.*** Any reports, information, data and other written documents given to, or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential shall not be made available by the Consultant to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Consultant.

9. **Termination.** This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Consultant at the address of the Consultant set forth on page 1, a written notice at least seven (7) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Consultant through and until the date of termination so long as the Consultant is not in default under this Agreement. If however, the City terminates the Agreement because the Consultant is in default of its obligations under this Agreement, no further payment shall be payable or due to the Consultant 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

- 230
231 Comprehensive Automobile
232 Liability: \$1,000,000 combined single limit (shall include
233 coverage for all owned, hired and non-owned
234 vehicles).
235
- 236 C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO
237 form CG 0001, and shall include the following:
238
- 239 a. Personal injury with Employment Exclusion (if any) deleted;
240
 - 241 b. Broad Form Contractual Liability coverage; and
242
 - 243 c. Broad Form Property Damage coverage, including Completed Operations.
244
- 245
- 246 D. Professional Liability Insurance. The Consultant agrees to provide to the City a
247 certificate evidencing that it has in effect, with an insurance company in good
248 standing and authorized to do business in Minnesota, a professional liability insurance
249 policy. Said policy shall insure payment of damage for liability arising out of the
250 performance of professional services for the City, in the insured's capacity as the
251 Consultant, if such liability is caused by an error, omission, or negligent act of the
252 insured or any person or organization for whom the insured is liable. Said policy
253 shall provide an aggregate limit of \$2,000,000. Said policy shall not name the City as
254 an additional insured.
255
- 256 E. Consultant shall maintain in effect all insurance coverages required under this
257 Provision 18 at Consultant's sole expense and with insurance companies licensed to
258 do business in the state in Minnesota and having a current A.M. Best rating of no less
259 than A-, unless otherwise agreed to by the City in writing. In addition to the
260 requirements stated above, the following applies to the insurance policies required
261 under this Provision:
262
- 263 a. All policies, except the Professional Liability Insurance policy, shall be written on
264 an "occurrence" form ("claims made" and "modified occurrence" forms are not
265 acceptable);
266
 - 267 b. All policies, except the Professional Liability Insurance and Worker's
268 Compensation Policies, shall contain a waiver of subrogation naming "the City of
269 Roseville";
270
 - 271 c. All policies, except the Professional Liability Insurance and Worker's
272 Compensation Policies, shall name "the City of Roseville" as an additional
273 insured;
274

- 275 d. All policies, except the Professional Liability Insurance and Worker's
276 Compensation Policies, shall insure the defense and indemnify obligations
277 assumed by Consultant under this Agreement; and
278
- 279 e. All policies shall contain a provision that coverages afforded thereunder shall not
280 be canceled or non-renewed or restrictive modifications added, without thirty (30)
281 days prior written notice to the City.
282

283 A copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as
284 applicable, which evidences the compliance with this Paragraph 18, must be filed
285 with City prior to the start of Consultant's Work. Such documents evidencing
286 insurance shall be in a form acceptable to City and shall provide satisfactory evidence
287 that Consultant has complied with all insurance requirements. Renewal certificates
288 shall be provided to City prior to the expiration date of any of the required policies.
289 City will not be obligated, however, to review such declaration page, Rider,
290 Endorsement or certificates or other evidence of insurance, or to advise Consultant of
291 any deficiencies in such documents and receipt thereof shall not relieve Consultant
292 from, nor be deemed a waiver of, City's right to enforce the terms of Consultant's
293 obligations hereunder. City reserves the right to examine any policy provided for
294 under this Provision 18.
295

- 296 F. If Consultant fails to provide the insurance coverage specified herein, the Consultant
297 will defend, indemnify and hold harmless the City, the City's officials, agents and
298 employees from any loss, claim, liability and expense (including reasonable
299 attorney's fees and expenses of litigation) to the extent necessary to afford the same
300 protection as would have been provided by the specified insurance. Except to the
301 extent prohibited by law, this indemnity applies regardless of any strict liability or
302 negligence attributable to the City (including sole negligence) and regardless of the
303 extent to which the underlying occurrence (i.e., the event giving rise to a claim which
304 would have been covered by the specified insurance) is attributable to the negligent or
305 otherwise wrongful act or omission (including breach of contract) of Consultant, its
306 contractors, subcontractors, agents, employees or delegates. Consultant agrees that
307 this indemnity shall be construed and applied in favor of indemnification. Consultant
308 also agrees that if applicable law limits or precludes any aspect of this indemnity,
309 then the indemnity will be considered limited only to the extent necessary to comply
310 with that applicable law. The stated indemnity continues until all applicable statutes
311 of limitation have run.
312

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

- 315
- 316 a. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing
317 performance of the indemnity obligation; or
318
- 319 b. Furnish a written acceptance of tender of defense and indemnity from
320 Consultant's insurance company.

- 321
322 Consultant will take the action required by the City within fifteen (15) days of
323 receiving notice from the City.
324
- 325 19. **Ownership of Documents.** All plans, diagrams, analysis, reports and information
326 generated in connection with the performance of this Agreement (“Information”) shall
327 become the property of the City, but the Consultant may retain copies of such documents
328 as records of the services provided. The City may use the Information for any reasons it
329 deems appropriate without being liable to the Consultant for such use. The Consultant
330 shall not use or disclose the Information for purposes other than performing the Work
331 contemplated by this Agreement without the prior consent of the City.
332
- 333 20. **Dispute Resolution/Mediation.** Each dispute, claim or controversy arising from or
334 related to this Agreement or the relationships which result from this Agreement shall be
335 subject to mediation as a condition precedent to initiating arbitration or legal or equitable
336 actions by either party. Unless the parties agree otherwise, the mediation shall be in
337 accordance with the Commercial Mediation Procedures of the American Arbitration
338 Association then currently in effect. A request for mediation shall be filed in writing with
339 the American Arbitration Association and the other party. No arbitration or legal or
340 equitable action may be instituted for a period of 90 days from the filing of the request
341 for mediation unless a longer period of time is provided by agreement of the parties.
342 Cost of mediation shall be shared equally between the parties. Mediation shall be held in
343 the City of Roseville unless another location is mutually agreed upon by the parties. The
344 parties shall memorialize any agreement resulting from the mediation in a Mediated
345 Settlement Agreement, which Agreement shall be enforceable as a settlement in any
346 court having jurisdiction thereof.
347
- 348 21. **Annual Review.** Prior to each anniversary of the date of this Agreement, the City shall
349 have the right to conduct a review of the performance of the Work performed by the
350 Consultant under this Agreement. The Consultant agrees to cooperate in such review and
351 to provide such information as the City may reasonably request. Following each
352 performance review the parties shall, if requested by the City, meet and discuss the
353 performance of the Consultant relative to the remaining Work to be performed by the
354 Consultant under this Agreement.
355
- 356 22. **Conflicts.** No salaried officer or employee of the City and no member of the Board of the
357 City shall have a financial interest, direct or indirect, in this Agreement. The violation of
358 this provision shall render this Agreement void.
359
- 360 23. **Governing Law.** This Agreement shall be controlled by the laws of the State of
361 Minnesota.
362
- 363 24. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which
364 shall be considered an original.
365

25. ***Severability.*** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
26. ***Entire Agreement.*** Unless stated otherwise in this Provision 26, the entire agreement of the parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein. The following agreements supplement and are a part of this Agreement: Attachment B - Community Development Department –Request for Council Action – January 6, 2014.

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

CITY OF ROSEVILLE

Mayor

City Manager

(CONSULTANT)

By: _____

Its: _____

2014 Electrical Permit Fees



- A. Minimum fee for each separate inspection of: an installation, replacement, alteration or repair: \$35.00
- B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services (shall be computed separately):

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

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

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

City of Roseville 2014 Fee Schedule

- D.** Maximum fee for single-family dwelling shall not exceed \$150.00 if not over 200-ampere capacity. This includes service, feeders, circuits, fixtures and equipment. The maximum fee provides for not more than two rough-in inspections and the final inspection per dwelling. Additional inspections are at the re-inspection rate.
- E.** Maximum fee on an apartment building shall not exceed \$70.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee is charged per unit as separate single-family dwellings.
- F.** The maximum number of 0 to 30 ampere circuits to be paid on any one athletic field lighting standard is 10.
- G.** In addition to the above fees:
- A charge of \$4.00 will be made for each street lighting standard.
 - A charge of \$7.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.
- H.** In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at \$8.00 plus \$.40 per KVA up to and including 100 KVA. 101 KVA and over at \$.30 per KVA. The maximum fee for any transformer or generator in this category is \$80.00.
- I.** In addition to the above fees, all transformers for signs and outline lighting shall be computed at \$8.00 for the first 500 VA or fraction thereof per unit, plus \$.70 for each additional 100 VA or fraction thereof.
- J.** In addition to the above fees (unless included in the maximum fee filed by the initial installer) remote control, signal circuits and circuits of less than 50 volts shall be computed at \$.75 per device.
- K.** In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at \$35.00. Reinforcing steel for swimming pools requires a rough-in inspection.
- L.** For the review of plans and specifications of proposed installations, there shall be a minimum fee of \$150.00 up to and including \$30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of \$30,000. To be paid by permit applicant.
- M.** When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of \$35.00 may be assessed in writing by the Inspector.
- N.** For inspections not covered herein, or for requested special inspections or services, the fee shall be \$35.00 per man hour, including travel time, plus \$.25 per mile traveled, plus the reasonable cost of equipment or material consumed.

City of Roseville 2014 Fee Schedule

This section is also applicable to inspection of empty conduits and such jobs as determined by the City.

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

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

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

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 01-06-2014

Item No.: 7 . i

Department Approval



City Manager Approval

Item Description: **Designation Of Assistant Weed Inspector For 2014**

BACKGROUND

- Under Minnesota Statutes, the Mayor is the designated Weed Inspector of the City. The Mayor may however appoint assistant(s) to perform the statutorily required weed inspection duties of the City.
- Mayor Roe is herein requesting that the Council appoint the City of Roseville Community Development Department Codes Coordinator as his assistant to perform all weed inspection duties.

POLICY OBJECTIVE

- Under Minnesota Statutes, Section 18.80, the Mayor is designated to be the City Weed Inspector.
- Minnesota Statutes allows the appointment of “assistants” to perform the statutory weed duties of the Mayor.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Staff recommends the appointment of the Community Development Department Codes Coordinator as the duly authorized and designated Assistant Weed Inspector for the calendar year 2014.

REQUESTED COUNCIL ACTION

By motion the appointment of the City of Roseville Community Development Department Codes Coordinator as the duly authorized and designated Assistant Weed Inspector for the calendar year 2014, pursuant to Minnesota Statutes 18.80.

Prepared by: Don Munson, Codes Coordinator

Attachments: A - Designation of the Assistant Weed Inspector



OFFICE OF THE MAYOR

Attachment A

Memo

To: Patrick Trudgeon, Interim City Manager
Don Munson, Codes Coordinator

Re: Designation of Assistant Weed Inspector for 2014

Date: January 6, 2014

Under Minnesota Statute Section 18.80, the Mayor is designated to be the City Weed Inspector. The statute allows the appointment of "assistants" to perform the statutory weed duties of the Mayor. Annually, the Mayor appoints the assistant(s).

I, Mayor Dan Roe, do hereby designate the City of Roseville Community Development Department Codes Coordinator as the duly authorized and designated Assistant Weed Inspector for the City of Roseville, pursuant to Minn. Statute 18.80, for the calendar year 2014.

Dan Roe, Mayor
City of Roseville

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 7.j

Department Approval

City Manager Approval



Item Description: Appoint Mayor and City Manager to Roseville Firefighter Relief Association

BACKGROUND

Per Minnesota Statute 424A.04 Subdivision 1(a), The three municipal trustees [of a Firefighter Relief Association] must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

POLICY OBJECTIVE

Comply with Minnesota Statute 424A.04 Subdivision 1(a).

BUDGET IMPLICATIONS

None.

STAFF RECOMMENDATION

Designate the Mayor and City Manager to serve as municipal representatives to the Roseville Firefighter Relief Association.

REQUESTED COUNCIL ACTION

Approve Resolution designating the Mayor and City Manager as municipal representatives to the Roseville Firefighter Relief Association.

Prepared by: Patrick Trudgeon, Interim City Manager
Attachments: A: Resolution
 B: MN Statute 424A.04 Subdivision 1(a)

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

The following members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION DESIGNATING THE MAYOR AND CITY MANAGER AS
MUNICIPAL REPRESENTATIVES TO THE FIREFIGHTER RELIEF ASSOCIATION**

WHEREAS, Per Minnesota Statute 424A.04 Subdivision 1 (a), The three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the "Council") of the City of Roseville, Minnesota (the "City"), that the Council designate:

1. The Mayor as the elected municipal representative to the Roseville Firefighter Relief Association, and;
2. The City Manager as the municipal representative to the Roseville Firefighter Relief Association.

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

the following voted against the same: _____, and the following abstained: _____.

WHEREUPON said resolution was declared duly passed and adopted.

424A.04 VOLUNTEER RELIEF ASSOCIATIONS; BOARD OF TRUSTEES.

Subdivision 1. **Membership.** (a) A relief association that is directly associated with a municipal fire department must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association and three trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated. The bylaws of a relief association which provides a monthly benefit service pension may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

(b) A relief association that is a subsidiary of an independent nonprofit firefighting corporation must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association, two trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated, and one trustee must be the fire chief serving with the independent nonprofit firefighting corporation. The bylaws of a relief association may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The two municipal trustees must be elected or appointed municipal officials, selected as follows:

(1) if only one municipality contracts with the independent nonprofit firefighting corporation, the municipal trustees must be two officials of the contracting municipality who are designated annually by the governing body of the municipality; or

(2) if two or more municipalities contract with the independent nonprofit corporation, the municipal trustees must be one official from each of the two largest municipalities in population who are designated annually by the governing bodies of the applicable municipalities.

(c) The municipal trustees for a relief association that is directly associated with a fire department operated as or by a joint powers entity must be the fire chief of the fire department and two trustees designated annually by the joint powers board. The municipal trustees for a relief association that is directly associated with a fire department service area township must be the fire chief of the fire department and two trustees designated by the township board.

(d) If a relief association lacks the municipal board members provided for in paragraph (a), (b), or (c) because the fire department is not located in or associated with an organized municipality, joint powers entity, or township, the municipal board members must be the fire chief of the fire department and two board members appointed from the fire department service area by the board of commissioners of the applicable county.

(e) The term of the appointed municipal board members is one year or until the person's successor is qualified, whichever is later.

(f) A municipal trustee under paragraph (a), (b), (c), or (d) has all the rights and duties accorded to any other trustee, except the right to be an officer of the relief association board of trustees.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-6-14
Item No.: 7 . K

Department Approval



City Manager Approval



Item Description: Authorization to Seek Donations for Various City Functions and Events

BACKGROUND

The City Council established a policy in February of 1997 requiring Council approval of formal written request for donations to the City. The City has annually requested support from community groups and businesses for several city functions and special events. A typical letter of request is attached. The activities that the authorization is requested to seek donations for include:

Fire Department

- Annual Firefighter Recognition Event
- Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- Explorer supplies and training
- Vial of life project
- EMS Week
- Night to Unite
- Family Night Out
- Animal Rescue

Parks and Recreation

- Volunteer Recognition Banquet
- Tapping Time at Nature Center
- Community Arts Program
- Tour de Roses
- Earth Day
- Summer Concert Series
- Puppet Wagon
- Discover Your Parks
- Golf Course Events and Leagues
- Rosefest
- July 4th Party in the Park
- Battle of the Bands
- Mosquito Bluegrass Festival
- Roll in Movies at the OVAL

Halloween Event
Holiday Craft Fair
New Year's Eve Event
Wild Rice Festival at HANC

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators
Citizen Academy
Police Explorers- training and supplies
Safety Brochures and Information
K9 Unit
Senor Safety Camp
New American Forum

Roseville Housing and Redevelopment Authority

Living Smarter Home and Garden Fair

POLICY OBJECTIVE

The following is the City of Roseville's policy regarding the solicitation of donations. To avoid conflict of interest or appearance of impropriety, the solicitation of donations by City staff is not permitted except by authorization of the City Council. The Council approves all the donations received.

FINANCIAL IMPACTS

Approved donations for these events may result in a budget reduction.

STAFF RECOMMENDATION

Staff recommends the authorization as per City policy for the requesting of donations for the following special events:

Fire Department

Annual Firefighter Recognition Event
Community Partnerships for purchase of Vehicles, Supplies, & Equipment
Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
Explorer supplies and training
Vial of life project
EMS Week
Night to Unite
Family Night Out
Animal Rescue

Parks and Recreation

Volunteer Recognition Banquet
Tapping Time at Nature Center
Community Arts Program
Tour de Roses

80 Earth Day
81 Summer Concert Series
82 Puppet Wagon
83 Discover Your Parks
84 Golf Course Events and Leagues
85 Rosefest
86 July 4th Party in the Park
87 Battle of the Bands
88 Mosquito Bluegrass Festival
89 Roll in Movies at the OVAL
90 Halloween Event
91 Holiday Craft Fair
92 New Year's Eve Event
93 Wild Rice Festival at HANC

94 Police Department

95 Shop with a Cop program
96 Night to Unite
97 Family Night Out
98 Reserve Officer Recognition Dinner
99 Citizen Park Patrol supplies
100 Heart Defibrillators
101 Citizen Academy
102 Police Explorers- training and supplies
103 Safety Brochures and Information
104 K9 Unit
105 Senior Safety Camp
106 New American Forum

107
108 Roseville Housing and Redevelopment Authority

109 Living Smarter Home and Garden Fair

110 **REQUESTED COUNCIL ACTION**

111 Motion authorizing the City Manager or his designee to send letters requesting support for:

112
113 Fire Department

114 Annual Firefighter Recognition Event
115 Community Partnerships for purchase of Vehicles, Supplies, & Equipment
116 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
117 Explorer supplies and training
118 Vial of life project
119 EMS Week
120 Night to Unite
121 Family Night Out
122 Animal Rescue

123
124 Parks and Recreation

125 Volunteer Recognition Banquet
126 Tapping Time at Nature Center
127 Community Arts Program

128 Earth Day
129 Summer Concert Series
130 Puppet Wagon
131 Discover Your Parks
132 Golf Course Events and Leagues
133 Rosefest
134 July 4th Party in the Park
135 Battle of the Bands
136 Mosquito Bluegrass Festival
137 Roll in Movies at the OVAL
138 Halloween Event
139 Holiday Craft Fair
140 New Year's Eve Event
141 Wild Rice Festival at HANC

142 Police Department

143 Shop with a Cop program
144 Night to Unite
145 Family Night Out
146 Reserve Officer Recognition Dinner
147 Citizen Park Patrol supplies
148 Heart Defibrillators
149 Citizen Academy
150 Police Explorers- training and supplies
151 Safety Brochures and Information
152 K9 Unit
153 Senor Safety Camp
154 New American Forum

155 Roseville Housing and Redevelopment Authority

156 Living Smarter Home and Garden Fair
157

158

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments: A: Sample Letter

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Clayton Midboe
Roseville Olive Garden Restaurant
1525 West County Road C
Roseville, MN 55113

Dear Clayton,

The Roseville Parks and Recreation Department is hosting a Volunteer Appreciation Dinner on Thursday, March 6, 2014 at 6:00pm at the Roseville Skating Center. We expect 150 – 175 volunteers to attend the event, which will recognize their volunteer contributions for 2013.

We would appreciate your consideration of providing the spaghetti dinner for the volunteers that night. We would supply the following name recognition:

- Program listing
- Announcements that evening
- Acknowledgement on OVAL scoreboard
- Opportunity to give away door prizes, if so desired

Please contact Rick Schultz @ 651-792-7104 or myself @ 651-792-7101 if you have any questions concerning the Volunteer Appreciation Dinner. We have greatly appreciated this contribution in past years. Thanks very much for your consideration.

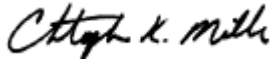
Sincerely,

Lonnie Brokke
Director of Parks and Recreation

REQUEST FOR COUNCIL ACTION

Date: 1/06/2014
Item No.: 7.1

Department Approval



City Manager Approval



Item Description: Consider Not Waiving Statutory Liability Limits for 2014

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 2014.

REQUESTED COUNCIL ACTION

Motion to NOT waive the Statutory Liability Limits for 2014.

Prepared by: Chris Miller, Finance Director

Attachments: A: N/A

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 10.a

Department Approval

City Manager Approval



Item Description: Consider Proposed Changes by the Ethics Commission to the Roseville Ethics Code

BACKGROUND

For the past several meetings, the Roseville Ethics Commission has been discussing some potential changes to the Roseville Ethics Code with the City Attorney to put more clarity on what would be considered an ethics violation for Public Officials.

Specifically they are looking to amend the Section 3, paragraphs B and M to read as follows: (New language bolded and underlined).

Section 3. Ethical Considerations

...

B. Use of Confidential Information. No Public Official shall use information gained as a Public Official which is not generally made available to and/or is not known to the public, to directly or indirectly gain anything of value, **or for the benefit of any other person or entity; nor shall any Public Official make such information available when it would be reasonably foreseeable that a person or entity would benefit from it.**

...

M. Official Action. No Public Official shall take an official action **or attempt to influence any process** which will benefit any person or entity where such Public Official would not have otherwise have taken such action but for the Public Official's family relationship, friendship, or business relationship with such person or entity.

The City Attorney has reviewed the proposed changes and is supportive of the amendments.

In addition, the Ethics Commission would like to have a discussion with the City Council regarding the handling of alleged violations detailed in Chapter 5 of the Ethics Code. The Ethics Commission has some concerns about the process including the data privacy restrictions that may be present when an ethics complaint is filed. The Commission fears that the process may limit their ability to make a recommendation to the City Council based on the 'clear and convincing evidence' standard. The Commission would also like to discuss what the role of the Commission is when a filed ethics complaint involves the City Manager, a City Council member, or the entire City Council. Finally, the Commission is interested in exploring language changes to the code that would allow them to dismiss or allow a complaint to be withdrawn once filed without making a recommendation to the City Council.

Members of the Ethics Commission will be in attendance at the January 6th meeting to discuss

35 their thoughts with the City Council.

36 **POLICY OBJECTIVE**

37 The Roseville Ethics Code has been created to maintain ethical standards to guide Public
38 Officials in the transaction of public business. A periodic review of the code to make sure that it
39 is still relevant, clear, and enforceable is appropriate.

40 **BUDGET IMPLICATIONS**

41 NA

42 **STAFF RECOMMENDATION**

43 Staff recommends approval of the proposed changes to Section 3 to the Roseville Ethics Codes
44 as detailed in the Roseville Ethics Commission's recommendation.

45 **REQUESTED COUNCIL ACTION**

46 Motion to APPROVE an amendment to Sections 3.B. and 3.M. of the Roseville Ethics Code as
47 recommended by the Roseville Ethics Commission.

48 -and-

49 Have a discussion with the Ethics Commission about potential changes to the Roseville Ethics
50 Code.

Prepared by: Patrick Trudgeon, Interim City Manager (651) 792-7021

Attachments: A: Ethics Commission Meeting Minutes from August 14, 2013 and November 13, 2013
B: Resolution Approving Amendment to Section 3 of the Roseville Ethics Code

City of Roseville
Ethics Commission Meeting Minutes
Wednesday, August 14, 2013

I. Call to Order

Acting Chair Lehman called the meeting to order at 6:30 p.m.

Members Present:

Anne Collopy, Matthew Becker, Ben Lehman, and Nancy O'Brien

Members Absent:

Chair Margo Fjelstad

Others Present:

Administration Department Staff Representative Kari Collins on behalf of Interim City Manager Patrick Trudgeon, and City Attorney Jim Erickson on behalf of City Attorney Mark Gaughan

II. Approve Minutes of May 8, 2013

O'Brien asked the minutes be amended to reflect that City Attorney Gaughan was not present at the May 8 minutes.

O'Brien moved to approve the amended May 8 minutes, seconded by Collopy
Ayes All

III. Discuss 2014 April Ethics Training

The Commission discussed the 2014 ethics training and asked staff to start looking at a potential list of speakers. Collopy and Becker agreed to form a subcommittee to help plan the event with the assistance of Interim City Manager Patrick Trudgeon. The Commission discussed possibly surveying public officials in advance of the event to get a better idea of what they want out of the training. The commission agreed that applicability to municipal issues was a priority and expressed a desire to select a city attorney to be the speaker.

IV. Consider Subcommittee Recommended Changes to Ethics Code, Section B: Use of Confidential Information

The commission reviewed proposed changes to section 3.B of the Ethics Code entitled, "Use of Confidential Information."

Acting Chair Lehman proposed the following addition:

No Public Official shall use information gained as a Public Official which is not generally made available to and/or is not known to the public, to directly or indirectly gain anything of value, or for the benefit of any other person or entity, or make such information

available in a manner where it would be reasonably foreseeable that a person or entity would benefit from it.

Acting Chair Lehman indicated that he and Fjelstad were on a subcommittee to review the Ethics Code and detailed prior meetings with City Attorney Mark Gaughan to review potential language changes. City Attorney Erickson indicated after his review that the language addition didn't present any legal concerns as far as he is aware. Collopy suggested changing the language to read:

No Public Official shall use information gained as a Public Official which is not generally made available to and/or is not known to the public, to directly or indirectly gain anything of value, or for the benefit of any other person or entity shall any Public Official make such information available when ~~in a manner where~~ it would be reasonably foreseeable that a person or entity would benefit from it.

Attorney Erickson discussed consistency with commas/semi-colons moving forward and the commission agreed to restructure the changes bringing it back to City Attorney Gaughan for his review.

The Commission also discussed reviewing the language in Section 3.M and agreed to have the City Attorney review that as well.

Collopy moved to have the ethics code subcommittee bring back changes to sections 3.B and 3.M to the City Attorney. O'Brien seconded.
Ayes All.

V. Discuss Potential Changes to Ethics Code, Section 5

The Commission discussed Section 5 of the Ethics Code that discusses the process of responding to an ethics complaint. Acting Chair Lehman indicated that draft changes to the language were proposed and reviewed by City Attorney Gaughan who had indicated concerns.

The Ethics Commission continued to discuss what changes were desired in the section and agreed that more instruction on how to respond to a complaint was desired. The concerns and limitations by the Commission included, but were not limited to, what data privacy restrictions were present when responding to an ethics complaint, what limitations do the Ethics Commission have when a violation of the ethics code is present, and what is the direction of the Commission when an ethics complaint might involve the City Manager or City Council?

Lehman asked for clarification on whether or not the commission can dismiss a complaint if found unsubstantiated. O'Brien asked whether or not the City wanted the Ethics Commission to be a part of the decision making process.

O'Brien indicated that these questions have remained unanswered for nine months and wanted some direction on what the next steps were. Collins suggested that the code subcommittee write a formal request for a City Attorney written opinion detailing all of the questions posed this evening.

Collopy moved to bring the code review back to the subcommittee for written advisory by the City Attorney's Office. Seconded by O'Brien.
Ayes All.

VI. Discuss Ethics Tip

O'Brien had prepared an Ethics Tip regarding confidential information based off the language currently in the code under Section 3.B. O'Brien asked that the Ethics Tip be withdrawn due to the discussion of changes discussed that evening. O'Brien indicated that she was willing to revise and bring it back at a subsequent meeting pending the outcome of language changes to the code.

Lehman volunteered to provide the Ethics Tip for the November meeting unless the Council approved language changes to the Ethics Code prior to that time.

VII. Other Business

Lehman asked Attorney Erickson whether or not any ethics complaints have been filed since the May meeting. Attorney Erickson indicated that they have not.

Collins indicated that Attorney Gaughan planned to provide training at the start of the meeting in November rescheduling the start time from 6:30 p.m. to 6:00 p.m.

VIII. Adjourn

O'Brien moved to adjourn the meeting at 7:24 p.m. Seconded by Becker.
Ayes All.

Respectfully submitted,

Kari Collins
Administration Department Staff Representative
on behalf of
Interim City Manager Patrick Trudgeon

City of Roseville
Ethics Commission Meeting Minutes
Wednesday, November 13, 2013

I. Call to Order

Chair Fjelstad called the meeting to order at 6:00 p.m.

Members Present:

Anne Collopy, Nancy O'Brien, Matthew Becker, Margo Fjelstad, and Ben Lehman

Members Absent:

None.

Others Present:

Patrick Trudgeon, Interim City Manager and Mark Gaughan, City Attorney

II. Open Meetings Law Presentation by City Attorney Mark Gaughan

City Attorney Gaughan reviewed the state's open meeting law and how it affects the Ethics Commission.

Lehman and O'Brien raised questions on the open meetings law and its applicability to the Ethics Commission. Attorney Gaughan indicated that it is his opinion that all City commissions are subject to the open meeting law.

III. Approve Minutes of August 14, 2013

Approve with spelling correction noted on page two.

Lehman moved to approve the corrected August 14 minutes, seconded by Becker.
Ayes All.

IV. Consider Subcommittee Recommended Changes to Ethics Code, Section B: Use of Confidential Information

Reviewed changes proposed by the Commission regarding use of confidential information. The City Attorney indicated he has reviewed the information and has no issues with the proposed language. He mentioned that the language should be brought forward to the City Council for approval.

The City Attorney then discussed potential changes to the Ethics Code, Section 5. The City Attorney discussed how the Ethics Code deals with complaints with the City Council or City Manager. The City Attorney suggested that the Commission should look at amending the Ethics Code to look at designating another body, such as the Ethics Board to make a finding.

The City Attorney then reviewed the matter of dealing with private information and data and pointed out that the Data Practices Law limits what can be shared.

Commissioner Lehman raised a concern that there may be a need for the Ethics Commission to have access to some of the data to help make a decision for recommendation. The City Attorney talked about what information would be redacted - typically personal information that could identify the person.

Commissioner O'Brien and Commissioner Collopy raised questions on knowing what is redacted and what is not.

The City Attorney and Commission discussed hypotheticals and what levels of information would be shared.

The Commission discussed timing of bringing forward the changes and decided to bring forward to the City Council a discussion on the changes to Section 3 of the Ethics Code and get feedback on Section 5.

V. Discuss 2014 April Ethics Training Session

The Interim City Manager will work with Becker and Collopy on details of the April Ethics Training. The Interim City Manager has confirmed City Attorney Gaughan will be the presenter. The training will be on April 9.

VI. Discuss Ethics Tip

Lehman will bring forward an Ethics Tip at the next meeting.

O'Brien mentioned sending out additional information after Ethics Code changes and volunteered to write a summary which can be reviewed at the January meeting.

VII. Approve 2014 Meeting Schedule

O'Brien moved to approve the 2014 meeting schedule, seconded by Lehman.
Ayes All.

VIII. Other Business

The Interim City Manager mentioned the Commission survey and that a reminder will be sent out.

IX. Adjourn

Lehman moved to adjourn the meeting at 6:47 p.m. and Becker seconded.
Ayes All.

Respectfully submitted,

Patrick J. Trudgeon
Interim City Manager

**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 6th day of January 2014, at 6:00 p.m.

The following members were present:

and the following members were absent:

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

**RESOLUTION NO. _____
A RESOLUTION AMENDING THE CODE OF ETHICS FOR PUBLIC
OFFICIALS IN THE CITY OF ROSEVILLE
(RESOLUTION NO 10905)**

WHEREAS, it is the Council's desire to create and maintain ethical standards that guide Public Officials in the transaction of public business; and

WHEREAS, the Council has determined the most effective way to do so is to adopt and enforce a Code of Ethics that guides the conduct of Public Officials:

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, that the following Code of Ethics is hereby adopted:

**CODE OF ETHICS FOR PUBLIC OFFICIALS IN THE CITY OF
ROSEVILLE**

Purpose

Officials in the public service must maintain the highest possible standards of ethical conduct in their transactions of public business. Such standards must be clearly defined and known to the public as well as to the Public Officials. Violations of the ethical standards in this ordinance are punishable by the City Council and are not to be deemed criminal misdemeanors of any other type of crime except as those behaviors or activities may separately be determined to be criminal under state or federal law.

44
45 **Section 1. Declaration of Policy**
46

47 The proper operation of democratic government requires that Public Officials be
48 independent, impartial and responsible to the people; that government decisions and
49 policy be made in the proper channels of the government structure; that public office not
50 be used for personal gain; and that the public have confidence in the integrity of its
51 government.
52

53 In recognition of these goals, there is hereby established a Code of Ethics for all Public
54 Officials of the City of Roseville. The purpose of this Code is to establish ethical
55 standards of conduct for all such officials by setting forth those acts or actions that are
56 incompatible with the best interests of the City, and by directing disclosure by such
57 officials of private financial or other interests in matters affecting the City. The
58 provisions and purpose of this Code and such rules and regulations as may be established
59 are in the best interests of the City of Roseville.
60

61 Recognizing that education on ethics in government is the key to having good
62 government, this code requires that annual training be held to discuss the meaning of this
63 code with Public Officials, and in addition such training shall involve trained experts on
64 government ethics. The City Manager shall be the coordinator for the annual training.
65 The training will keep the subject of ethics in government fresh in everyone's mind.
66 *(amended 5-23-2011)*
67

68 To increase the awareness and understanding of the importance of ethical considerations
69 and behavior among the public as well as government employees, communication of the
70 role of the ethics commission and this Code must occur at least annually in local
71 newspapers and the Roseville website as determined by the City Manager. Additionally,
72 this Code of Ethics shall be reviewed annually to determine if modifications are
73 appropriate.
74

75 **Section 2. Definitions of Terms**
76

77 **Public Official**

78 Any person that has been elected to office, appointed to a City board or commission, or
79 hired by the City to serve as a department head or assistant department head.
80

81 Public Officials include the following:
82

- 83 a. Members of the City Council and Mayor;
84
85 b. The department head and assistant department head of each City
86 department;

- 87
88 c. Any person that has been appointed by the Roseville City Council. This
89 would include City commission, board, and task force members; and
90
91 d. The City Manager.
92

93 **Anything of Value**

94 Money, real or personal property, a permit or license, a favor, a service, forgiveness of a
95 loan or promise of future employment. The term “Anything of Value” shall not be
96 deemed to include:
97

- 98 (1) Services to assist an official in the performance of official duties, including
99 but not limited to providing advice, consultation, information, and
100 communication in connection with legislation, and services to constituents;
101
102 (2) Services of insignificant monetary value;
103
104 (3) A plaque or similar memento recognizing individual services in a field of
105 specialty or to a charitable cause;
106
107 (4) A trinket or memento costing \$5 or less;
108
109 (5) Informational material of unexceptional value;
110
111 (6) Food or a beverage given at a reception, meal, or meeting away from the
112 recipient’s place of work by an organization before whom the recipient
113 appears to make a speech or answer questions as part of a program; or
114
115 (7) A contribution as defined in Minn. Stat. § 211A.01, subd. 5.
116

117 **Compensation**

118 A payment of Anything of Value to an individual in return for that individual's services
119 of any kind.
120

121 **Association**

122 A business entity of any kind, a labor union, a club or any other group of two or more
123 persons other than the immediate family.
124

125 **Immediate Family**

126 A reporting individual, spouse, minor children, minor stepchildren or other person
127 residing in the same household.
128

Gift

The payment or receipt of Anything of Value unless consideration of greater or equal value is provided in return.

City Manager

The person that heads up the administration of the operating government of Roseville.

Section 3. Ethical Considerations

Public Officials are to serve all persons fairly and equitably without regard to their personal or financial benefit. The credibility of Roseville government hinges on the proper discharge of duties in the public interest. Public Officials must assure that the independence of their judgment and actions, without any consideration for personal gain, is preserved.

Specific ethical violations are enumerated below for the guidance of Public Officials, but these do not necessarily encompass all the possible ethical considerations that might arise.

- A. Other Offices or Employment. An elected Public Official shall not hold another incompatible office, as that term has been interpreted from time to time by statute, the courts, and by the Attorney General. Employed Public Officials shall not hold such incompatible office nor shall they engage in any regular outside employment without notice to and approval by the City Council, in the case of the City Manager, and the City Manager in the case of other employed Public Officials.

Elected and appointed Public Officials shall not hold other office or employment which compromises the performance of their elected or appointed duties without disclosure of said office or employment and self disqualification from any particular action which might be compromised by such office or employment.

- B. Use of Confidential Information. No Public Official shall use information gained as a Public Official which is not generally made available to and/or is not known to the public, to directly or indirectly gain anything of value, **or for the benefit of any other person or entity; nor shall any Public Official make such information available when it would be reasonably foreseeable that a person or entity would benefit from it.**

- C. Solicitation of or Receipt of Anything of Value. A Public Official shall not solicit or receive anything of value from any person or association, directly or indirectly, in consideration of some action to be taken or not to be taken in the performance of the Public Official's duties.

- 172 D. Holding Investments. No Public Official shall hold any investment which might
173 compromise the performance of the Public Official's duties without disclosure of
174 said investment and self disqualification from any particular action which might
175 be compromised by such investment, except as permitted by statute, such as
176 Minnesota Statute 471.88.
177
- 178 E. Representation of Others. A Public Official shall not represent persons or
179 associations in dealings with the City where the persons or associations have paid
180 or promised to pay compensation to the Public Official.
181
- 182 F. Financial Interest. Where a Public Official or a member of the Public Official's
183 immediate family has a financial interest in any matter being considered by the
184 Public Official, such interest, if known to the Public Official, shall be disclosed by
185 the Public Official. If the Public Official has such a financial interest or if the
186 minor child of a Public Official has such a financial interest, the Public Official
187 shall be disqualified from further participation in the matter.
188
- 189 G. City Property. No Public Official shall use City-owned property such as vehicles,
190 equipment, or supplies for personal convenience or profit except when such
191 property is available to the public generally, or where such property is provided by
192 specific City policy in the conduct of official City business.
193
- 194 H. Special consideration. No Public Official shall grant any special consideration,
195 treatment, or advantage to any citizen beyond that which is available to every
196 other citizen.
197
- 198 I. Giving Anything of Value. No elected Public Official shall give anything of value
199 to potential voters in return for their votes, promises, or financial considerations
200 which would be prohibited by the State Minnesota Fair Campaign Practices
201 statute.
202
- 203 J. Public Funds, etc. No Public Official shall use public funds, personnel, facilities,
204 or equipment for private gain or political campaign activities, except as may be
205 authorized by law.
206
- 207 K. Expenses. Public Officials shall provide complete documentation to support
208 requests for expense reimbursement. Expense reimbursement shall be made in
209 accordance with City policy.
210
- 211 L. Donations. No Public Official shall take an official action which will benefit any
212 person or entity because of a donation of Anything of Value to the City by such
213 person or entity.
214

- M. Official Action. No Public Official shall take an official action **or attempt to influence any process** which will benefit any person or entity where such Public Official would not have otherwise have taken such action but for the Public Official's family relationship, friendship, or business relationship with such person or entity.
- N. Compliance with Laws. Public Officials shall comply with all local ordinances and State and Federal Statutes including, but not limited to, the Criminal Code, Fair Campaign Practices Act, and laws governing the functioning of municipalities, their elected and appointed officials, and employees.
- O. Cooperation with Ethics Committee Investigations. Public Officials shall cooperate with ethics investigations and shall respond in good faith to reasonable requests for information.
- P. Resolution of Ethics Complaints. The Ethics Commission, City Attorney, or City Manager, as the case may be, shall promptly attend to all ethics complaints in the manner provided in this Code. It is expected that most complaints will be investigated as necessary and presented to the City Council for consideration within 45 days of submission of the complaint.

Section 4. Special Considerations

Situations can arise where a member of a commission, a board, or the City Council abstains from voting because of a conflict of interest, but his or her abstention becomes a vote either for or against the matter because a majority are required to pass or reject that matter. This can happen where four-fifths vote is needed to pass an issue, or the vote has to be a clear majority and a split vote does not pass or reject.

When this happens, the City Attorney must be consulted and the final vote should carry a public notice explaining what took place, and how it was resolved.

Section 5. Handling Alleged Violations of Code of Ethics

- A. Complaints alleging ethical violations by Public Officials must be submitted in written form to the City Attorney. Complaints alleging ethical violations by City employee Public Officials shall be submitted in written form to the City Manager.
- B. The City Attorney shall investigate all ethics complaints pertaining to non-employee Public Officials unless the City Attorney has a conflict, in which case outside counsel will be assigned the complaint. The City Manager will investigate complaints pertaining to employee Public Officials.

- 256 C. If the City Attorney or City Manager determines that the subject of the complaint
 257 may have committed a crime, the City Attorney and City Manager shall refer the
 258 matter to the appropriate criminal authority.
- 259 D. If the criminal proceeding ends with a sentencing, said sentencing shall be
 260 considered to be the final disposition of the complaint.
- 261 E. If there has been no violation of a criminal law, the City Attorney or City
 262 Manager, as the case may be, shall issue a report that documents the results of the
 263 City Attorney's or City Manager's investigation(s).
 264
- 265 1. The report shall be sent directly to the City Council if the complaint
 266 involves an Ethics Commission member. The Council shall have the
 267 authority to dismiss any Ethics Commission member found to have violated
 268 the Ethics Code.
 - 269 2. The report shall be sent to the Ethics Commission if the complaint involves
 270 other Public Officials. The Ethics Commission shall have the authority to
 271 convene and issue it's own report and recommendation to the City Council.
 272 Thereafter, the City Council shall take action as the Council deems
 273 appropriate.
- 274 F. The standard for decisions regarding allegations of ethical violations covered by
 275 Section 3 of this code shall be "clear and convincing evidence." The term "clear
 276 and convincing evidence" shall mean that burden of proof as defined by
 277 Minnesota State law.
 278
- 279 G. In processing complaints, the City Attorney, City Manager, Ethics Commission
 280 and City Council shall process and maintain data in a manner consistent with
 281 Minn. Stat. Ch. 13, the Minnesota Data Practices Act.
 282

283 **Section 6. Disclosure of Financial Interests**

284
 285 Not later than ninety (90) days after the date of approval of this Code, each Public
 286 Official of the City shall file as a public record, in the office of the City Manager, a
 287 statement containing the following:
 288

- 289 1. A list naming all business enterprises known by the Public Official to be
 290 licensed by or to be doing business with the City in which the Public
 291 Official or any member of the Public Official's immediate family is
 292 connected as an employee, officer, owner, investor, creditor of, director,
 293 trustee, partner, advisor, or consultant; and
- 294 2. A list of the Public Officials and members of the Public Officials'
 295 immediate family's interests in real property located in the City or which
 296 may be competing with the interests of the City located elsewhere, other
 297 than property occupied as a personal residence.
 298

Each person who enters upon duty after the date of this code in an office or position as to which a statement is required by this Code shall file such a statement on forms to be provided by the City not less than thirty (30) days after the date of his/her entrance on duty.

Each person who made an initial filing shall file a new Statement by January 30 of each year thereafter giving the information called for above as of the time of the new statement. If a change in financial interest or property ownership occurs between filings, a new filing shall be made within thirty (30) days of the change.

The interest of any member of the immediate family shall be considered to be an interest of a person required to file a statement by or pursuant to this Code.

This Code shall not be construed to require the filing of any information relating to any person's connection with or interest in any professional society or any charitable, religious, social, fraternal, educational, recreational, public service, civil, or political organization, or any similar organization not conducted as a business enterprise and which is not engaged in the ownership or conduct of a business enterprise.

However, if any of such organizations seeking any action or benefit come before a Roseville commission or the Council, then membership in the organization shall be a potential conflict of interest and must be reported as such to the City Manager by the Public Official in an amended disclosure statement. The other stipulations of this Code then apply.

The City Manager shall inform each person who is required to file of the time and place for filing. The City Manager shall inform the Council whenever a person who is required to file a statement fails to do so.

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

and the following voted against: 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, 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 6th day of January, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 6th day of January, 2014.

Patrick Trudgeon, Interim City Manager

State of Minnesota - County of Ramsey
Signed or Attested before me on this
____ day of _____, 2014

by: Patrick Trudgeon

Notary Public

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Appoint Acting Mayor for 2014

BACKGROUND

Minnesota State Statute 412.121, Acting Mayor, requires cities annually to designate an Acting Mayor among Council members. The acting mayor shall perform the duties of the mayor during the disability or absence of the mayor, or in the case of a vacancy, until a successor has been appointed.

REQUESTED COUNCIL ACTION

Motion designating the 2014 Acting Mayor.

Prepared by: Patrick Trudgeon, Interim City Manager

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 13.b

Department Approval

City Manager Approval



Item Description: Consider Citizen Advisory Commission Reappointments

BACKGROUND

Roseville has six standing advisory commissions. Commissions advise the City Council on specific actions and offer citizen input on issues of importance.

Annually the City Council requests interviews, appoints and reappoints Commissioners and/or declares vacancies on the standing Commissions.

At the December 3, 2012 meeting, the City Council confirmed the reappointment calendar. They agreed that at the January 6 organizational meeting, the Council would determine whether to reappoint some or all of the commissioners who are reapplying, or invite them to be interviewed at the January 27 Council meeting. Commissioners would be appointed to terms that begin April 1 through March 31, 2017.

Six commissioners on five commissions have expressed interest in reapplying to their various commissions. Their attendance record for the previous 12 months is included and their applications are attached.

Ethics Commission

Benjamin Lehman – eligible and requests reappointment: attended four of four meetings

Human Rights Commission

Kaying Thao – eligible and requests reappointment: attended seven of eleven meetings

Parks and Recreation Commission

Lee Diedrick – eligible and requests reappointment: attended eight of nine meetings

Planning Commission

James Daire – eligible and requests reappointment: attended seven of seven meetings

Michael Boguszewski – eligible and requests reappointment: attended eight of nine meetings

Police Civil Service Commission

Zoe Jenkins – eligible and requests reappointment: attended four of four meetings

37 Staff asked chairs for recommendations of reappointments.
38
39 Ethics Commission Chair Margo Fjelstad recommends Benjamin Lehman be reappointed to the
40 Ethics Commission.
41
42 Human Rights Commission Chair Wayne Groff recommends Kaying Thao be reappointed to the
43 Human Rights Commission.
44
45 Parks and Recreation Commission Chair David Holt recommends Lee Diedrick be reappointed
46 to the Parks and Recreation Commission.
47
48 Planning Commission Chair John Gisselquist recommends Jim Daire and Michael Boguszewski
49 be reappointed to the Planning Commission.
50
51 Police Civil Service Commission Chair Brad VanderVegt recommends Zoe Jenkins be
52 reappointed to the Police Civil Service Commission.

53 **REQUESTED COUNCIL ACTION**
54

55 Reappointment and/or determine which commissioners the Council wants to interview on
56 January 13 at the regular Council meeting.
57
58

Prepared by: Patrick Trudgeon, Interim City Manager
Attachments: A: Commission reapplications

Kari Collins

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Ethics Commission

If Other, please list name:

How did you learn about this Commission position?: Other If Other, please describe: Currently serving commission member

This application is for:: Reappointment

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

Name:: Benjamin Lehman

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 9

Work Experience (especially as it relates to the Commission/Board for which you are applying): Unemployment Law Judge / Project Consultant at Minnesota Department of Employment and Economic Development / Unemployment Insurance division from 2004 to 2010

Contract Attorney / Discovery Specialist

Education:: Juris Doctorate - William Mitchell College of Law 2006 Bachelor of Arts in International Relations and German Studies - University of Minnesota 2001

Civic and Volunteer Activities (Past and Present):: Precinct Chair / Communications Committee Co-Chair - SD42 DFL Central Committee

Please state your reasons for wanting to serve on the Commission/Board:: I wish to continue serving on the Ethics Commission for an additional three-year term to help facilitate additions and improvements to the Roseville Ethics Code.

What is your view of the role of this Commission/ Board?: My view of the role of the Ethics Commission is that it serves primarily as an educational and advisory commission on ethical considerations. The main role of the Commission is to help plan and facilitate yearly training for all Roseville Public Officials - Commission members, Council Members, and certain city staff. Additionally, should there be a complaint filed, it is the Ethics Commission role to receive the report of the City Attorney or City Manager and make a recommendation to the City Council for further action.

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

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the

dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Home Phone Number,Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 12/30/2013 10:32:30 PM

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application Please check commission applying for:
Human Rights Commission

If Other, please list name:

How did you learn about this Commission position?: Other

If Other, please describe: I'm a sitting Commissioner This application is for:: Reappointment

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

Name:: Kaying Thao

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 20 Years

Work Experience (especially as it relates to the Commission/Board for which you are applying): Most of my job experiences have consisted of human rights, racial and social justice, cultural appreciation, and issues of equity, as the core of its mission. Such values have influenced and guided me in any and all of the work in which I am involved in.

Key areas of experience include:

- Strategic Thinking and Planning
- Community Engagement/ Civic Engagement
- Community & Housing Development
- Team Building & Collaborative Initiatives
- Diversity Training and Equity Work
- Cross-organization Partnership Building
- Teaching & Program Planning
- Perspectives in Communications
- Organizational Planning
- Organizational Development
- Marketing/Fundraising/ Communications
- Grant Research, Grant Writing, Grant Review
- Policy and Legislative Work
- Education Opportunity Gap consulting

Organizations include:

E-Democracy
Full Circle Communication

Twin Cities LISC (Local Initiatives Support Corporation) ESND (East Side Neighborhood Development Company) Nexus Community Partners CURA (Center for Urban & Regional Affairs) DBNHS (Dayton's Bluff Neighborhood Housing Association) Minneapolis Public Schools YWCA - Minneapolis YMCA - Minneapolis ECHO (Emergency & Community Health Outreach)

Education:: Candidate, Doctoral in Education Administration, Hamline University Masters, Public and Nonprofit Administration, Metropolitan State Bachelors, Communications, St. Catherine University

Civic and Volunteer Activities (Past and Present):: Commissioner, Human Rights Commission, City of Roseville Board Director, Rosetown Playhouse Community Theatre State Director, Young Elected Officials Network, People for the American Way Member, Minnesota School Board Association Member, National School Board Association Member, Citizens League Member, Minnesota League of Women Voters; LWV Roseville, Maplewood, Falcon Heights Sustaining Member, Minnesota Public Radio Sustaining Donor, St. Catherine University

Please state your reasons for wanting to serve on the Commission/Board:: 1) I like to be involved in my community; 2) Having grown up a person of color in Roseville, my life experiences really enable me to view things from another perspective, with a cultural lens, which is often needed when it comes to decision making and influencing policies, procedures, practices, etc.; 3) There is a lot of work that still needs to be done in order to continue to improve, build, and foster a most welcoming city and community - I want to be a part of that.

What is your view of the role of this Commission/ Board?: I believe that the role of the HRC is to serve as an intermediary between constituents and the city staff/city council - through programming and outreach efforts, we serve as a bridge that connects people to their local government, to move towards a more inclusive community.

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

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Cell Phone Number,Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 12/30/2013 2:23:32 PM

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application Please check commission applying for:
Parks and Recreation Commission

If Other, please list name:

How did you learn about this Commission position?: Roseville Email News Update If Other, please describe:

This application is for:: Reappointment

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

Name:: Lee A. Diedrick

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 32

Work Experience (especially as it relates to the Commission/Board for which you are applying): Children's Hospitals and Clinics of Minnesota, July 2013 - present Clinical Education Specialist. System level education, project management, quality improvement, and implementation of change/best practices.

Clinical Educator for the Neonatal Intensive Care Unit (NICU) St. Paul Campus, August 2001 – 2013: registered nurse and nurse educator.

Education:: Master of Arts in Nursing, Education 2010, Bethel University, Shoreview, MN

Bachelor of Arts, Nursing 1978, Gustavus Adolphus College, St. Peter, MN

Civic and Volunteer Activities (Past and Present):: - City of Roseville Parks and Recreation Commissioner 2011 – present, currently vice-chair

- Church Council Member 2012 - present

- Chair/co-chair of the Roseville Area High School Senior All-Night Graduation Party 2006, 2005

- Girl Scout Leader - 1986 - 1998

Please state your reasons for wanting to serve on the Commission/Board:: I would like to continue to serve on the city of Roseville Parks and Recreation Board for a multitude of reasons. The park and recreation department does an amazing job for the citizens of Roseville and I would like to continue to provide a long time (30 yr) Roseville citizen perspective on the commission. I think it would be helpful for the commission to carry over commissioners who started while the Master planning process was winding up, Arizona State University Best-Value was started and the Park and Recreation Renewal program was in the initial stages of implementation. I am encouraged that the commission's recommendation for a city volunteer coordinator position may become a reality and the knowledge I gained preparing this recommendation could prove useful. It is also a great commission to serve on as the other commissioners and Roseville staff are a pleasure to work with. I have been able to expand my support for the city of Roseville by the connections made while serving as commissioner, especially participation in the ForParks fundraising events.

What is your view of the role of this Commission/ Board?: The Park and Recreation Commission provides citizen input for Roseville's Park and Recreation department. Commission members can in turn provide citizens with insight about

Parks and Recreation in Roseville and how they too can become involved. Parks and Recreation commissioners advocate for the best facilities for the best value of tax payer money.

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

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Home Phone Number

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Form submitted on: 12/18/2013 5:57:34 PM

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If Other, please list name:

How did you learn about this Commission position?: Other If Other, please describe:

This application is for:: Reappointment

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

Name:: James A. Daire

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 45 years

Work Experience (especially as it relates to the Commission/Board for which you are applying): 27 years (1968-1995)

Minneapolis Planning Department, 25 years in position of Senior Planner;

6 years (1995-2001) Minneapolis Public Works Department, Traffic Engineering Division, 6 years in position of Transportation Systems Planner; 11/1963-8/1964, 6/1965-8/1965, 8/1966-8/1968 (3 years) Associate Planner, Community Planning and Design Associates.

Education:: Master of City and Regional Planning, Department of City and Regional Planning, University of North Carolina at Chapel Hill, 1970.

Bachelor of Arts, University of Minnesota; major: Sociology, minor: Political Science.

Civic and Volunteer Activities (Past and Present):: Roseville Planning Commission, April 2012-present.

Please state your reasons for wanting to serve on the Commission/Board:: As a retired professional planner, I feel I can make a significant contribution to my city.

What is your view of the role of this Commission/ Board?: The Planning Commission is advisory to City Council, responsible for conducting public hearings to garner citizen reactions to land use- and comprehensive plan-related matters and pass these reactions on to City Council along with the Commission's considered recommendations.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I have enjoyed my time serving on the Planning Commission to date. I feel I have made a contribution to the City during the last eight months and would like the opportunity to make further contributions in the future.

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

laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 11/20/2013 12:16:31 AM

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If Other, please list name:

How did you learn about this Commission position?: Other

If Other, please describe: Current member, desire reappointment.

This application is for:: Reappointment

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

Name:: Michael Boguszewski

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 22

Work Experience (especially as it relates to the Commission/Board for which you are applying): As is still true since my initial appointment, my work career has been spent doing planning for health systems and hospitals, from large-scale neighborhood and campus projects, to smaller building or facility-specific planning, across the US and overseas. I am currently Director of Strategy & Growth for Park Nicollet Health Services/ HealthPartners Care Group, which has hospital and clinic sites across the Twin Cities metro. Prior to that, I was an independent planning consultant, and before that worked with a large national planning firm for over 15 years. I have worked on over a hundred planning projects with architects, civic engineers, city planners, neighborhood groups, local and state politicians, and other stakeholders, and have deep experience in getting at what the core, key issues are in planning questions, and then in helping to bring a recommendation to consensus.

Education:: Highest degree: MBA - majors: management, finance, marketing; minor in international marketing; Northwestern University, Kellogg Graduate School of Management, Evanston, IL December 1990.

Civic and Volunteer Activities (Past and Present):: Current member of the Roseville Planning Commission, appointed April 2011. Also, currently Vice Chair of the Variance Board. Member of the ISD623 Roseville School District Involvement and Communication Advisory Council. Member of the Program Committee, Make-A-Wish Foundation of MN.

Please state your reasons for wanting to serve on the Commission/Board:: I enjoy “giving back” of my time and energy in areas where my own experience and skills can be of value and service – and these directly apply to the types of issues that come before the Planning Commission. I think the job of the Commission, and the process for making recommendations and decisions, are important to the citizens of Roseville, and I have been proud to play a role in that process.

What is your view of the role of this Commission/ Board?: The Commission hears/ reviews proposals, assesses them and their effects, and makes recommendations to the City Council, or other bodies as appropriate, concerning land use, permits, zoning, civic infrastructure/transport routes, etc., that are brought before the Commission. Our job is to review, understand, and render that recommendation to the best of our ability in balancing the needs and benefits to the city, and the needs and benefits of those bringing forward proposals or requests. We work with city staff, utilizing their skills to help us in background information, investigating or developing different scenarios where warranted, and deliberate as a body to come to our conclusions. We need to be able to interface with the public, in what at times could be fairly contentious or controversial issues, and not shy away from doing our duty as a Commission.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: 1- I have demonstrated that I can work in groups such as the Commission, and can positively address both the easy issues and the harder ones; 2- I have shown that I can work effectively with City staff, and have a pretty good feel for the balance between accepting their recommended actions, and needing to make independent judgments as a Commissioner and with the other Commissioners; and if needed, I have no hesitancy in requesting further staff involvement or work; 3- I have been able, and will continue, to commit to the time and energy needed to do this role properly, not only on meeting nights, but also for all the in-between hours reading materials, gathering info, visiting locations that are part of a submission, getting myself up to speed to be able to bring some thoughtful analysis to the table; 4- I care about the city and want to help us continue to improve on our development path.

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Cell Phone Number,Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 11/19/2013 5:05:45 PM

Subject: FW: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Police Civil Service Commission

If Other, please list name:

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

If Other, please describe:

This application is for:: Reappointment

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

Name:: Zoe Jenkins

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 40 plus years

Work Experience (especially as it relates to the Commission/Board for which you are applying): I have been a member of the Police Civil Service Commission for three years and look forward to continuing. I have served as secretary and chairperson.

Education:: B,A. , B.S., M.A., Spec.Edu

Civic and Volunteer Activities (Past and Present):: Police Civil Service Commission, Park Patrol

Please state your reasons for wanting to serve on the Commission/Board::

What is your view of the role of this Commission/ Board?:

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

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please

indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Home Phone Number,Preferred Email Address

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 12/3/2013 3:08:58 PM

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 13.c

Department Approval

City Manager Approval



Item Description: Discuss Council Liaisons

BACKGROUND

Each year the Council reviews, discusses and appoints Councilmembers to various commissions, community groups, task forces and other groups. The attached list includes 2013 appointments.

REQUESTED COUNCIL ACTION

Discussion of Council Liaisons could include:

- Changes to memberships
- Additional groups appropriate to have a Council or staff liaison
- Policy for selection and rotation of councilmembers to these groups
- Expectations (frequency, type of information) for reporting to the Council
- Level of activity that liaisons play

Prepared by: **Patrick Trudgeon, Interim City Manager**
Attachments: A: Current Council Memberships/Liaisons

2013 Council Liaisons

Group/Organization/Activity	2013	2014
Northwest Youth & Family Services Board, Roseville Board Member	Roe	
North Suburban Communications Commission/ North Suburban Access Corporation Board, Roseville Board Member	Roe, Alt – City Manager	
Ramsey County League of Local Governments, Roseville Representative	Laliberte, Alt - McGehee	
Roseville Fire Relief Association, Board of Trustees, Ex-officio members	City Manager, Roe	
ISD 623 Owasso School Site Task Force	McGehee, Willmus, City Manager	
Snelling Avenue Bus Rapid Transit Citizen Advisory Committee	Laliberte	

2013 Council Liaisons

Council Standing Subcommittees	2013	2014
City Manager Performance Review	Etten, Willmus	
Finance & Budget	McGehee, Etten	

Council Ad-Hoc Subcommittees	2013	2014
Commissions, Review Ad Hoc Subcommittees	Laliberte, McGehee	

Other Activities (For information only; not council-designated)	2013	2014
<u>League of Minnesota Cities Policy Committees:</u> (3 meetings: July, August, September: weekdays at LMC Bldg in St. Paul) 1. Improving Service Delivery 2. Improving Local Economies 3. Human Resources & Data Practices 4. Improving Fiscal Futures	City Manager	
<u>Metro Cities Policy Committees:</u> (3 meetings: July, August, September; 11 AM weekdays at LMC Bldg in St. Paul) 1. Housing & Economic Development (Mondays) 2. Municipal Revenue & Taxation (Tuesdays) 3. Transportation & General Legislation (Weds) 4. Metropolitan Agencies (Thurs x2, Fri)	City Manager	
Regional Council of Mayors	Roe	
Minnesota Mayors Association, Member	Roe	
Minnesota Benefit Association, Board Member	Roe	

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 14.a

Department Approval

City Manager Approval



Item Description: Discuss City Council Rules and Procedures

BACKGROUND

Each year, the Council reviews and adopts Council Rules and Procedures for ways to best conduct City business.

REQUESTED COUNCIL ACTION

Discussion and adoption of Council rules and procedures.

Prepared by: **Patrick Trudgeon, Interim City Manager**

Attachments: A: 2013 Rules
 B: Rosenberg's Rules of Order
 C: January 7, 2013 Minutes

Revised April 8, 2013

Roseville City Council Rules of Procedure

Rule 1 Rosenberg's Rules of Order

The Council adopts Rosenberg's Rules of Order for all Council meetings.

Rule 2 Timing of Council Packet Formation and Delivery

Every effort will be made to send draft agendas and supporting documents to Councilmembers ten days in advance of an item appearing on a Council agenda. This additional time will give Councilmembers adequate time to study an issue and seek answers to questions.

Rule 3 Agenda

The following shall be the order of business of the City Council:

- 1) Roll Call
- 2) Approve Agenda
- 3) Public Comment (and Report on Previous Public Comments)
- 4) Council Communications, Reports and Announcements
- 5) Recognitions, Donations and Communications
- 6) Approval of Minutes
- 7) Consent Agenda
- 8) Items Removed from Consent
- 9) General Ordinances
- 10) Presentations
- 11) Public Hearings
- 12) Budget Items
- 13) Business Items – Action
- 14) Business Items – Presentation/Discussion
- 15) City Manager Future Agenda Review
- 16) Councilmember Initiated Future Agenda Items
- 17) Adjourn

The Council will schedule a 10 minute break after approximately two hours of meeting.

Councilmembers are encouraged to introduce new items including background information and supporting materials for discussion and possible action. Councilmembers have the right to place items on the agenda as follows:

A Councilmember may, at a council meeting, request that an action item be placed on a future council agenda, or;

A Councilmember may make a request for an agenda item outside of a council meeting by submitting an email request to the city manager, with a copy of the email to the other Councilmembers, no later than noon of the Wednesday preceding the council meeting. That agenda item will be included on the agenda for the next council meeting under the heading “Councilmember Initiated Future Agenda Items” for notice purposes only, not for action or removal from future agendas, but will not be an action item. The item will become a regular council agenda item (i.e., for discussion and action) at the subsequent council meeting, or;

A Councilmember may request the addition of an agenda item at the same meeting at which the item is to be addressed. However, the addition of an agenda item shall require the approval of a majority of the Councilmembers present.

Rule 4 Electronic and/or Paper Agenda Packets

In an effort to reduce the amount of paper generated, documents will be made available electronically, when feasible.

Rule 5 Public Comment

The City Council will receive public comment at Council meetings in accordance with the following guidelines:

- a. Public Comment at the beginning of a Council meeting and not pertaining to an agenda item is for the purpose of allowing the public the opportunity to express their viewpoints about policy issues facing their City government. Presentations will be limited to 5 minutes per speaker.
- b. Public Comment pertaining to agenda items is for the purpose of allowing any member of the public an opportunity to provide input on that item. These public comments will generally be received after the staff presentation on that agenda item and before Council discussion and deliberation. These public comments are also limited to 5 minutes per speaker.
- c. Members of the public are always free, and encouraged, to reduce to writing their comments about city business and to submit written comments to the Council or staff before, during, or after a Council meeting.
- d. Signs may be held and displayed during Council Meetings but only at the back of the Council Chambers so that the view of the seated audience is not obstructed.
- e. Public comment, like staff and Councilmember comments, will pertain to the merits of an issue; personal attacks will be ruled out of order.
- f. The Mayor or presiding officer may make special time-length arrangements for speakers representing a group.

Rule 6 Issue and Meeting Curfew

The Council recognizes that meetings are for the benefit of the citizens of Roseville so Council meetings will end by 10:00 p.m. Council meetings may be extended upon the vote of the City Council, but at no time will a meeting run past 11:00 p.m. If Council business remains on the agenda, the Council may continue the meeting to a future date or table such items until the next meeting, if needed.

Rule 7 City Council Task Force or Subcommittee Formation

The Council shall, as issues arise, establish a two-member task force to study the issue. The membership will be agreed upon by the full Council. The task force will have a specific topic or issue to address and the task force will report its findings or recommendations by a specific deadline established by the Council.

Rule 8 Recording of Meetings

Except for closed executive sessions authorized under state law, all meetings of the City Council shall be shown live when technically possible and recorded in their entirety for replaying on the municipal cable channel and for web streaming except when the City Council directs by motion otherwise.

Rule 9 Suspension of Rules

Pursuant to Rosenberg's Rules of Order, these Rules may be suspended in specific situations upon a 2/3s vote of the City Council.

Rule 10 Effective Date

These Rules shall become effective upon adoption by a majority of the City Council and shall remain in effect until amended or repealed by subsequent vote of the Council.

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century



MISSION:

To restore and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION:

To be recognized and respected as the leading advocate for the common interests of California cities.



About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts educational conferences and research, and publishes *Western City* magazine.

About *Western City* Magazine

Western City is the League of California Cities' monthly magazine. *Western City* provides lively, interdisciplinary analyses of issues affecting local governance. Its goal is to offer immediately practical ideas, information and bigger-picture policy issues and trends. For more information, visit www.westerncity.com.

"Rosenberg's Rules of Order" first appeared in *Western City* magazine in August and September 2003.

About the Author

Dave Rosenberg is an elected county supervisor representing the 4th District in Yolo County. He also serves as director of community and intergovernmental relations, director of operations, and senior advisor to the governor of California. He has served as a member and chair of numerous state and local boards, both appointed and elected, and also served on the Davis City Council for 12 years, including two terms as mayor. He has taught classes on parliamentary procedure and has served as parliamentarian for large and small governing bodies. In the fall of 2003, Gov. Davis appointed Rosenberg as a judge of the Yolo County Superior Court.

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century

by Dave Rosenberg

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that hasn't always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules, *Robert's Rules of Order*, which are embodied in a small but complex book. Virtually no one I know has actually read this book cover to cover.

Worse yet, the book was written for another time and purpose. If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook. On the other hand, if you're running a meeting of a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order. Hence, the birth of "Rosenberg's Rules of Order."

This publication covers the rules of parliamentary procedure based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified and slimmed down for 21st century meetings, yet they retain the basic tenets of order to which we are accustomed.

"Rosenberg's Rules of Order" are supported by the following four principles:

1. **Rules should establish order.** The first purpose of the rules of parliamentary procedure is to establish a

framework for the orderly conduct of meetings.

2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate and those who do not fully understand and do not fully participate.
3. **Rules should be user-friendly.** That is, the rules must be simple enough that citizens feel they have been able to participate in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of the rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, the majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

The Chairperson Should Take a Back Seat During Discussions

While all members of the governing body should know and understand the rules of parliamentary procedure, it is the chairperson (chair) who is charged with applying the rules of conduct. The chair should be well versed in those

rules, because the chair, for all intents and purposes, makes the final ruling on the rules. In fact, all decisions by the chair are final unless overruled by the governing body itself.

Because the chair conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the body in debates and discussions. This does *not* mean that the chair should not participate in the debate or discussion. On the contrary, as a member of the body, the chair has full rights to participate in debates, discussions and decision-making. The chair should, however, strive to be the last to speak at the discussion and debate stage, and should not make or second a motion unless he or she is convinced that no other member of the body will do so.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, published agenda; informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon road map for the meeting. And each agenda item can be handled by the chair in the following basic format.

First, the chair should clearly announce the agenda item number and should clearly state what the subject is. The chair should then announce the format that will be followed.

Second, following that agenda format, the chair should invite the appropriate people to report on the item, including any recommendation they might have. The appropriate person may be the chair, a member of the governing body,

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire to move on.

a staff person, or a committee chair charged with providing information about the agenda item.

Third, the chair should ask members of the body if they have any technical questions for clarification. At this point, members of the governing body may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

Fourth, the chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded (or that the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion from the governing body members. The chair should announce the name of the member who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion. It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and a vote on the motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the members of the governing body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then the “nays” is normally sufficient. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise or unless a super-majority is required (as delineated later in these rules), a simple majority determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days’ notice for all future meetings of this governing body.”

Motions in General

Motions are the vehicles for decision-making. It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus on the motion before them.

Motions are made in a simple two-step process. First, the chair recognizes the member. Second, the member makes a motion by preceding the member’s desired approach with the words: “I move ...” A typical motion might be: “I move that we give 10 days’ notice in the future for all our meetings.”

The chair usually initiates the motion by:

1. Inviting the members to make a motion: “A motion at this time would be in order.”
2. Suggesting a motion to the members: “A motion would be in order that we give 10-days’ notice in the future for all our meetings.”
3. Making the motion.

As noted, the chair has every right as a member of the body to make a motion, but normally should do so only if he or she wishes a motion to be made but no other member seems willing to do so.

The Three Basic Motions

Three motions are the most common:

1. **The basic motion.** The basic motion is the one that puts forward a decision for consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”
2. **The motion to amend.** If a member wants to change a basic motion that is under discussion, he or she would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

- 3. The substitute motion.** If a member wants to completely do away with the basic motion under discussion and put a new motion before the governing body, he or she would “move a substitute motion.” A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

A motion to amend seeks to retain the basic motion on the floor, but to modify it in some way.

A substitute motion seeks to throw out the basic motion on the floor and substitute a new and different motion for it.

The decision as to whether a motion is really a motion to amend or a substitute motion is left to the chair. So that if a member makes what that member calls a motion to amend, but the chair determines it is really a substitute motion, the chair's designation governs.

When Multiple Motions Are Before The Governing Body

Up to three motions may be on the floor simultaneously. The chair may reject a fourth motion until the three that are on the floor have been resolved.

When two or three motions are on the floor (after motions and seconds) at the same time, the *first* vote should be on the *last* motion made. So, for example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee, to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows.

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passes*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be complete. No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) *failed*, the chair would proceed to consideration of the second (now the last) motion on the floor, the motion to amend.

If the substitute motion failed, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would now move to consider the main motion (the first motion) as *amended*. If the motion to amend failed, the chair would now move to consider the main motion (the first motion) in its original format, not amended.

The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee) or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are *not* debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess, which may range from a few minutes to an hour. It requires a simple majority vote.

A motion to fix the time to adjourn.

This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to

be placed on "hold." The motion may contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion may contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call for the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the chair should ask for a second to the motion, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body. Note that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the

the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions occur when the body is taking an action that effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super-majority) to pass:

Motion to limit debate. Whether a member says, "I move the previous question," "I move the question," "I call for the question" or "I move to limit debate," it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body, such as the chair, nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a two-thirds vote to pass.

pend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

First is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted *in the majority* on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body may second the motion). If a member who voted *in the minority* seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If you are running the British Parliament, Robert's Rules of Order is a dandy and quite useful handbook.

motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super-Majority Votes

In a democracy, decisions are made with a simple majority vote. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means

Motion to object to the consideration of a question. Normally, such a motion is unnecessary, because the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to sus-

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every

It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus.

lege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "Point of order." Again, the chair would ask the interrupter to "state your point." Appropriate points of order

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focus on the item and the policy in question, not on the personalities of the members of the body. Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body. Can a member of the body interrupt the speaker? The general rule is no. There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "Point of privilege." The chair would then ask the interrupter to "state your point." Appropriate points of privi-

lege relate to anything that would not be considered appropriate conduct of the meeting; for example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair's determination may be appealed.

Special Notes About Public Input

The rules outlined here help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.

Public input is essential to a healthy democracy, and community participation in public meetings is an important element of that input. The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items. The rules presented here for conducting a meeting are offered as tools for effective leadership and as a means of developing sound public policy. ■

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Regular City Council Meeting**Monday, January 07, 2013****Page 10**

Councilmember Laliberte advised that her intent had nothing to do with specific individuals, but was to ensure that the process remained open to engage new people on the commissions.

Mayor Roe suggested that, if the City Council wanted to review the existing policy, it could be done. Mayor Roe noted that there were at least three vacancies on various commissions (Ethics, Parks and Recreation, and Planning) that would allow new commissioners to come on board, and advised that the City would be seeking applications for those vacancies shortly.

Councilmember Laliberte expressed appreciation for the informative discussion, noting that this had been her intent.

Roll Call

Ayes: Willmus; Etten; McGehee; Laliberte; and Roe.

Nays: None.

As indicated, Mayor Roe advised that applications would be sought shortly as part of the appointment process, and encouraged those interested to contact City Hall.

Councilmember Willmus asked that staff be directed to use all available media, not just those options used in the past, as they sought an applicant pool.

13. Business Items – Presentations/Discussions**a. Discuss City Council Rules and procedures**

Mayor Roe introduced the annual opportunity for any revisions to the current City Council Rules and Procedures.

Councilmember McGehee requested a further look at how the City handled public comment during Public Hearings when individual questions were held until the end of public comment rather than answered at the time the questions are asked. Councilmember McGehee suggested that the program be changed accordingly to avoid stifling dialogue, and serving to actually shorten the entire process and address similar questions of other speakers, and ensure the questions are adequately clarified.

Mayor Roe noted that this was not something currently addressed in the City Council Rules and Procedures, just a past practice and procedure for public hearings. Mayor Roe concurred that it was worth discussion, and that there were merits to both points of view and various perspectives to consider. Mayor Roe suggested that discussion be held at a future meeting at which time proposed language could be available for consideration in amending the Rules of Procedure. Mayor Roe noted that the January 28, 2013 meeting agenda was fairly full, and suggested that it may need to be discussed at a subsequent meeting in February.

Mayor Roe, for the benefit of staff, advised that both items raised tonight be brought forward for discussion at that time:

- Process for appointment/reappointment of commissions
- Rules of procedure for answering of questions during public comment

Councilmember McGehee noted that often senior citizens may prefer to speak during public comment rather than waiting for an item to come up on the agenda, however, the current process of taking comment at the beginning of a meeting only on items not on the agenda, precluded them from doing so.

Mayor Roe advised that, in the past, the agenda has been adjusted, and suggested that people be made aware of that option if applicable. Mayor Roe noted that, as the person presiding over the meetings, he asked Councilmembers to remind him to announce that option to the audience to make them aware of that. Mayor Roe questioned if the City Council wanted a locked-in-stone rule that could imbalance competing items, and preferred to exercise some flexibility with agenda orders. Mayor Roe suggested that options be incorporated into the “How to Participate in a City Council Meeting” flyers kept in the back of the Council Chambers.

Councilmember Laliberte noted that the City Council needed to also be cognizant of those anticipating their later time on the agenda, cautioning that ~~and not~~ moving them forward ~~and~~ could impacting their ability to be present for their agenda item.

b. Discuss City Council Liaisons

Mayor Roe briefly summarized this annual designation for applicable Council liaisons to various organizations and groups, noting that only the first three (3) listed needed a designated representative. Discussion ensued regarding the meeting dates and times for each of those groups.

Based on her availability, Councilmember Laliberte expressed interest in serving on the Ramsey County League of Local Governments, as well as her interest in becoming more familiar with local communities.

Councilmember McGehee also expressed interest in serving on this group, and her willingness to serve as an alternate.

Mayor Roe noted that all Councilmembers were invited to attend RCLLG meetings for their informational sessions, but only one person would be designated for voting during their business meetings.

Willmus moved, Etten seconded, Councilmember Laliberte, with Councilmember McGehee as an alternate, to serve as the City of Roseville representative to the Ramey County League of Local Governments.

REQUEST FOR COUNCIL ACTION

Date: January 6, 2014
Item No.: 14.b

Department Approval

City Manager Approval



Item Description: Discussion on City Commissions

BACKGROUND

At the January 7, 2013 meeting, the City Council appointed fellow Council members Tammy McGehee and Lisa Laliberte to a committee to review the current arrangement of City Commissions. Their task was to include looking at the number of members and meetings each Commission has and to look at what other new commissions might be needed, including implementing the findings of the Civic Engagement Task Force.

As part of the subcommittee's work, they conducted a survey of current commissioners regarding how the individual members feel the commissions are working. The results are in Attachment A.

Councilmembers McGehee and Laliberte will be able to share additional thoughts about their work as part of the discussion on January 6th.

POLICY OBJECTIVE

City Commissions serve as a valuable tool in providing greater citizen involvement to City issues and commissioners bring forth additional expertise on subject matters. The Commission Subcommittee was created to review the current arrangement of commissions and to make suggestions on how, if necessary, the structure and process can be improved.

FINANCIAL IMPACTS

None at this time

STAFF RECOMMENDATION

Not applicable.

REQUESTED COUNCIL ACTION

The City Council should review the material provided and have discussion on any potential changes to the current Commission arrangement.

Prepared by: Patrick Trudgeon, Interim City Manager

Attachments: A: Roseville Commission member survey results.

Reviewing Roseville's Commissions – 2013

Q 1. Is your service and work on the Roseville Commission meaningful? (i.e., Do you feel that your commission has the freedom to pursue new ideas? Do you feel the Commission's feedback and suggestions are listened to by the Council? Are you comfortable with and understand the functions and role of your Commission?)

Answers	Commission
I feel that the City Council listens to feedback and suggestions from the Ethics Commission which I am serving on. I do not feel that the Ethics Commission has a clear role and function, and it does not often pursue new ideas.	Ethics (1 of 5 members)
Yes	HRA (1 of 7 members)
Absolutely yes to each question	HRA (2 of 7 members)
Yes I feel the work is meaningful. The commission has made tremendous strides ahead in the past 10 years toward the goal of improving housing in Roseville. I do understand the role and function of the HRA.	HRA (3 of 7 members)
Yes	HRA (4 of 7 members)
I feel my work is meaningful and that the Council considers and respects our suggestions. It works very well.	HRA (5 of 7 members)
I've only been a commissioner for a short while, but I feel the work I have been involved in is meaningful.	HRC (1 of 7 members)
I do feel the Commission is meaningful and that it makes a difference in the lives of the citizens of Roseville. I think we could use a refresher on the function and role of the commission from the city's perspective and perhaps from the council members.	HRC (2 of 7 members)
Yes and Yes. The most ambiguity for the HRC surrounds the civic engagement task force.	HRC (3 of 7 members)
I serve on the Human Rights Commission. Over the past five years of serving on that Commission, the last two as its chair, the work has largely been meaningful but frustrating. We have been limited in our effectiveness by lack of staffing and staff not assuming a helpful and proactive role. (See Answer to Question # 5 for a more complete answer.) For most of this time the role of staff, specifically former City Manager, Malinen was not to support our work but to control it. The only freedom to pursue new ideas was to work around staff provided we had some Council support. This proved problematic and undoubtedly wasted a lot of our time and our energy, and diverting attention from our real work. Since Malinen's replacement and with a new Council now taking charge and an Administrative reorganization in the works, I have hope that the situation will continue to improve. I am, however, finding I have less patience with the slowness of staff to respond sometimes to our needs and suggestions. • A recent example is that for well over a week now I have not had any response to a request to Human Resources Manager Bacon for information on the Communications Manager's position, such as job description. My interest in that position is not personal, but professional in that the Civic Engagement Task Force spent 18 months studying City practices and policies regarding how to involve residents in civic decision-making, and concluded that the City's communications efforts were largely a cause rather than a solution to some of the problems the City was experiencing in this area. The new council appears to take the role of our Commission seriously. In the area of Human Rights I feel that the Council is supportive and listens to our suggestions. In our dual role of encouraging authentic civic engagement I feel the jury is still out, especially when it comes to a proactive staff drawing to the Commission's attention issues before the Council which the Commission may have some	HRC (4 of 7 members)

advice to offer. We still need to rely upon our own monitoring Council agendas and responding to staff RCA's after they are submitted to the Council. In this area of civic engagement staff does not involve the Human Rights Commission in the same meaningful and proactive way that the Public Works and Parks and Recreation Departments do with their respective commissions. One example may be the development of a role for the Communications Office and its role in promoting civic engagement by providing clear, accessible, and timely information to residents. • This year's staff's search for a web design consultant still troubles me in that if I hadn't asked several council members to add some members of the Civic Engagement Task Force to the search committee, the consultant's work would have been designed exclusively in terms of providing a useable web site for staff. The staff-prepared Request for Proposal certainly implied that. I believe that the current Commission understands its function and role. I'm not sure staff does. And, as noted above, I'm not sure the Council understands our civic engagement role, but here I believe it will take some time and effort at honest dialogue.	
I would prefer to have more background information on specific topics. Much of what we deal with seems to have been started years ago and relevant backgrounders would be helpful – or links to more information online.	P&R (1 of 9 members)
Yes, it takes a bit to get used to the pace of work, but when you understand that things don't happen as fast as they do in business you realize that meaningful work is happening.	P&R (2 of 9 members)
The commission was more actively involved during the Master Planning process and I miss that level of involvement. Currently we spend most of our time commenting on implementation of the master plan. Our research and suggestions for a Volunteer Coordinator and Park Board were respectfully heard by the City Council, but not approved. Since neither proposal was approved, it feels as though the commission has less meaning than past year.	P&R (3 of 9 members)
Yes. I feel that the work we do gives the Council the information they need to make informed decisions.	P&R (4 of 9 members)
I think the Council mostly listens to the Commission's feedback; however they are often busy with more important issues. I understand this, but some on the various Commissions do not. I am comfortable with our advisory role.	P&R (5 of 9 members)
Yes	Planning (1 of 7 members)
Planning Commission and Variance Board: Yes. It has been very satisfying to help work through some of the issues that have come before us. Both the Planning Commission and the Variance Board serve a very important function for residents in our community, and for businesses operating here.	Planning (2 of 7 members)
I've felt as if my input has been significant and that I've been listened to.	Planning (3 of 7 members)
I do you feel that the commission has the freedom to pursue new ideas and that the Commission's feedback and suggestions are listened to and respected by Council. I am also very comfortable with and understand the function and role of the Planning Commission.	Planning (4 of 7 members)
Yes, I feel my service on the Planning Commission is meaningful. The Council has even asked that we show more initiative – so I feel we have the freedom to pursue new ideas.	Planning (5 of 7 members)
Yes	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
Yes. It has been meaningful to me. I think the commissioners on my commission are very knowledgeable about the issues with which we deal. I understand that our role is to bring another voice, and make recommendations to the Council, although the Council is not required to follow our recommendation	PWET (1 of 5 members)
Yes, and I feel there is no pressure to conform to any preconceived ideas	PWET (2 of 5 members)
Yes	PWET (3 of 5 members)

Q 2. Please comment on the frequency and duration of your Commission meetings. (i.e., Are meetings too long, too short, too frequent, not frequent enough, etc.?)

Answers	Commission
The Ethics Commission meets quarterly and the meetings usually last less than 30 minutes. I do not feel the length of meeting is long enough if the Commission continues to meet only quarterly. Very little discussion of substance takes place during most meetings. Work is left to be done by sub-committees who bring back suggestions to the next meeting. But since the meetings are only held quarterly, long periods of time elapse before anything is settled (see my comments under question 4). When serious issues are identified, the Commission may do better to meet monthly instead of quarterly until those issues are handled and settled.	Ethics (1 of 5 members)
Just right	HRA (1 of 7 members)
Meetings last at various time tables, depending on Agenda. Each item is discussed as needed. Consequently, durations are very appropriate.	HRA (2 of 7 members)
Just fine.	HRA (3 of 7 members)
Just right.	HRA (4 of 7 members)
We have one meeting a month that lasts about an hour. Perfect amount.	HRA (5 of 7 members)
I don't feel I can comment on this. I've only been to 2 meetings.	HRC (1 of 7 members)
Our meetings are too long.	HRC (2 of 7 members)
I'm fine with the frequency and duration of the HRC meetings. I personally feel the time could be spent differently, however, where more detailed work could be done by committee and summarized for the full body.	HRC (3 of 7 members)
The Human Rights Commission meets monthly ten times a year, and has a joint meeting with the Council during the summer. From my perspective this has worked out OK. Commissioners are expected to also spend a minimum of 3-4 hours a month in committee work, attending other meetings or programs, and meeting preparation and research. Meeting usually last between 1 and ½ to two hours. Since I set the agenda and chair the meetings, I think a more objective response may be forthcoming from my colleagues on the Commission.	HRC (4 of 7 members)
Our meetings are long, but that cannot be helped. Things are happening.	P&R (1 of 9 members)
We have a lot to cover, so while they sometimes do go too long, the material is sufficiently covered. Additional meetings would work better than once and month marathons for these situations.	P&R (2 of 9 members)
Meetings are appropriate in length and frequency.	P&R (3 of 9 members)
They are good.	P&R (4 of 9 members)
Meetings are much longer now that the Renewal Program is going. The consultants often take up most of the time. I hope they aren't getting paid hourly. Frequency and duration are fine.	P&R (5 of 9 members)
Frequency is appropriate. Timing varies and is acceptable.	Planning (1 of 7 members)
Meetings seem to be just right, given the business we cover. I like the fact that city staff will alert us that there will be no meeting when there is no business to bring before the Commission.	Planning (2 of 7 members)
I'm a verbal processor and so I feel the need to ask questions to clarify some points and to think aloud, but I feel somewhat awkward doing so on CCTV. Apparently, the Planning Director feels more comfortable communicating via e-mail (written and documentable) which tends to make more things more concrete and immutable than I, as a verbal processor, would prefer when I'm just exploring a matter.	Planning (3 of 7 members)
The Planning Commission meets on the first Wednesday of each month, barring official conflicts with holidays. Meetings times as well as the frequency of meetings are fine.	Planning (4 of 7 members)
The Planning Commission meets once a month (for the most part). Meeting times vary – but they usually last from one	Planning (5 of 7 members)

to 2 hours.	
Frequency and duration just right	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
The frequency and duration of the meetings is fine. An effort has been made to be sure that meetings do not go on too long.	PWET (1 of 5 members)
While it would be nice to end on time, the agenda, along with the content determines the time. It is always the goal for understanding the issue rather than feel rushed. ON occasions, the topic will be pushed to the next meeting.	PWET (2 of 5 members)
Monthly, lasting about 2 to 2 ½ hours. I feel this is about right.	PWET (3 of 5 members)

Q 3. Please comment on the membership structure of your Commission (i.e., Are there too many members or not enough members? Is the group in need of members with specific skills or more availability, etc.? If possible, please comment regarding the leadership of your Commission, etc.)

Answers	Commission
The size of the Commission is probably optimum. It does not appear that members were necessarily selected for having specific education, skills or background in Ethics. Granted, this would be difficult for a City Commission to expect or require of applicants, but there has been no ethics education provided to Commission members to orient them to the process or principles involved in Government Ethics. I would suggest that such a curriculum could and should be developed and provided to new Ethics Commission members.	Ethics (1 of 5 members)
It is work great	HRA (1 of 7 members)
Commission is very well leaded, commissioners with various skills and opinions. Very well suited for our goals.	HRA (2 of 7 members)
I think the current mix of talent is good. Chair leadership is good and staff leadership is excellent. Perhaps there should be term limits of 5 years to grow new ideas. The terms would need to be staggered which is difficult to predict.	HRA (3 of 7 members)
Leadership is great. Membership number is good.	HRA (4 of 7 members)
The allegiances between members are a puzzle to me. Sometimes I feel like a rubber stamp for what the leadership wishes to pursue.	HRA (5 of 7 members)
I do not think that there are too many members. A lot of work gets done by the Commission so more members may be helpful. I think the Chair has done a good job.	HRC (1 of 7 members)
We have a good variety of experience and skills on the commission. Leadership needs to assign or ask for volunteers for projects and then step back and let those committees perform their tasks.	HRC (2 of 7 members)
I think we could get more done if we had more members. However, I also feel having more members will cause an administration burden (recruiting, selecting, and on-boarding additions/replacements) as well as cause inefficiencies when there are prolonged vacancies (e.g. if our workload is geared for x members but we have been 2 members short for the last 2 months...) I think regular attendance and/or full participation is more of an issue for our current roster than the number of members.	HRC (3 of 7 members)
Currently we do not have enough members to adequately cover our dual charge (civic engagement and human rights). Of our seven Commission members plus three non-voting youth commissioners, two or three commissioners are not as available as—in my opinion—they should be. Please note that I am referring especially to work outside of commission meetings which the HRC has much of since our staff assistance is so limited. Thus most of the Commission's work is carried by four—sometimes five—commissioners. I believe that in the area of civic engagement our current commission is somewhat lacking in experience and interest. That is not to say that there are not some commissioners who take their	HRC (4 of 7 members)

role in this regards seriously and conscientiously. It is just to say we need a few more experienced and thoughtful persons to effectively carry out our civic engagement charge. Over the past three years there has been an intentional effort to spread leadership responsibilities to the chairs of our standing committees, and a more recent effort to share leadership responsibilities with volunteers, such as the leadership role exercised by Megan Dushin in planning our Community Dialogues on Creating a Safe and Connected Community. Much more attention and work in this use of volunteers is needed, however.	
Structure seems fine. An “issues” handbook would be useful at the beginning to bring new members up to speed quickly. (Executive summaries of key issues – not endless acronym-laden verbiage).	P&R (1 of 9 members)
We have an excellent group. I’ve been very happy with everyone so far. A good mix of experience and opinions. The Chair has been very active which is excellent.	P&R (2 of 9 members)
Commission leadership is fine. The number of members is enough. It should not be more.	P&R (3 of 9 members)
I am satisfied with the number. We function very well as a group.	P&R (4 of 9 members)
Personally, I feel there are too many members on the P&R Commission. It’s hard to reach consensus on issues with so many people, however it makes more room for different view points. It works fine at the moment. As vacancies come open in the future, the membership structure should be considered.	P&R (5 of 9 members)
The current number 7 is good for the PC. The current number 3 is good for the Variance Board	Planning (1 of 7 members)
I think it is a good group with varied outlooks and experience. I don’t believe there are any gaps in skills, and everyone seems to attend as much as possible.	Planning (2 of 7 members)
The membership structure of the planning commission seems just fine for me	Planning (3 of 7 members)
At this time, I feel both the membership numbers and structure of the Commission is Ok.	Planning (4 of 7 members)
The current membership of the Planning Commission is adequate to ensure a variety of ideas and viewpoints.	Planning (5 of 7 members)
Number appropriate, leadership rotated, quite satisfied with structure	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
The leadership structure is fine. I think the number of members is about right. Both Jim DeBenedet and Jan Vanderwall have provided thoughtful, worthwhile leadership.	PWET (1 of 5 members)
Good number, and very diverse to interests brought to the meeting table. Good representation from the zones within the city.	PWET (2 of 5 members)
Five members is perfect. However, I am not sure of the Council’s motivation with some appointments and reappointments. I am referring to members who do not contribute much and may not be reading their staff reports prior to the meeting.	PWET (3 of 5 members)

Q 4. With regards to your Commission, is there work being done – or that needs to be done – that you believe should go to a Task Force or other Commission?

Answers	Commission
The Ethics Commission rarely conducts meaningful work during meetings – when work is to be done, it is referred to a sub-group of the Commission (never involved more than 2 members so as to not require open meetings). This system seems not to work very well in the case of the Ethics Commission because of the long time frame involved between our quarterly meetings. For instance, major issues in the handling of Ethics complaints was identified at the November 2012 meeting. This problem has been studied by a sub-committee and brought back to the Commission as a whole several times, and still no meaningful proposal has yet been brought to the Commission these issues one year later.	Ethics (1 of 5 members)

No	HRA (1 of 7 members)
Work is being done, progress is definitely being completed.	HRA (2 of 7 members)
No. Task force and committee have been used effectively.	HRA (3 of 7 members)
No	HRA (4 of 7 members)
No	HRA (5 of 7 members)
I don't know. There has been discussion of forming a separate commission for community outreach to relieve some of the tasks currently performed by Human Rights.	HRC (1 of 7 members)
No	HRC (2 of 7 members)
Civic engagement is the most obvious case for the HRC. I go back and forth thinking it should be a HRC Task Force or a dedicated commission. Lately I've been thinking that effective participation in one's government is itself a human right. In addition, I feel many of the current task force recommendations contain work that would need to be done at the city staff level more so than at a commission level. Thus, perhaps mere oversight by a task force would be sufficient. I also feel such task force work would provide more tangible work outputs for the HRC; without enough tangible work outputs, HRCs in other cities seem to be more symbolic in nature.	HRC (3 of 7 members)
Without any hesitation on my part I believe the Council needs to create a new commission to undertake the civic engagement responsibilities currently born by the HRC. Ever since I have been on the Commission these past five years we have tried to both, and our effectiveness in discharging both of our dual roles has suffered. I would also point out that the Civic Engagement Task Force had only two Human Rights Commissioners involved, and we were able to develop a comprehensive and practical report only because of the involvement of 10 to 12 other volunteers, including some from other city commissions. In addition the Human Rights Commission did not, as a body, have adequate time to immerse itself in the Task Force's work or review in any detail its 60 plus recommendations, except on the issue of how the Task Force's recommendations should be monitored. In this case it recommended that a new Commission be established.	HRC (4 of 7 members)
Perhaps consider a task force to accumulate, distill and disseminate top issues for each Commission. I'd think the council and citizens would appreciate summaries too.	P&R (1 of 9 members)
I think there is still a bit of ambiguity with regards to parks and recs interaction with public works. Perhaps the process simply isn't clear to me, but on the other hand it's hard to get insight into if it's working at all	P&R (2 of 9 members)
I think it has been great that there is a subgroup from the Parks and Rec Commission that meets with some members of Public Works. This saves time and enhances communication.	P&R (3 of 9 members)
Some have.	P&R (4 of 9 members)
No, I think we've got a handle on the work that needs to be done and already have collaborated as necessary.	P&R (5 of 9 members)
Usually not	Planning (1 of 7 members)
No.	Planning (2 of 7 members)
No.	Planning (3 of 7 members)
Not at this time.	Planning (4 of 7 members)
No	Planning (5 of 7 members)
Not that I am aware of	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
Work is appropriately being done by our commission.	PWET (1 of 5 members)
Nothing to date that could not be handled within the commission	PWET (2 of 5 members)
No	PWET (3 of 5 members)

Q 5. Please comment on the staff support for your Commission (i.e., Do you receive adequate support from Staff? If not, what additional support do you feel necessary or appropriate?)

Answers	Commission
Staff support is sufficient and rarely required except to provide minutes, agendas, etc.	Ethics (1 of 5 members)
Great support	HRA (1 of 7 members)
Staff support could not be better	HRA (2 of 7 members)
Staff support is outstanding, follow-up excellent and initiative very, very good.	HRA (3 of 7 members)
Staff has been great.	HRA (4 of 7 members)
Adequate.	HRA (5 of 7 members)
I have gotten good support in my short tenure, but I don't think I know enough to comment on whether support is adequate.	HRC (1 of 7 members)
In general, I think we have good staff support	HRC (2 of 7 members)
In the past, I have felt city manager participation in our meetings was mostly aimed at "hand-holding" or otherwise steering us in a particular direction. I have found our staff liaison to be generally effective, with some lapses in attention to detail, but also playing the aforementioned "hand-holding" role a little too much. Perhaps that is symptomatic of city manager leadership style, however, and will change with different leadership.	HRC (3 of 7 members)
Until recently staff support to the Commission has been inadequate. We did all our own communications, including press relations and flyer design and production. We aggressively supplemented city practices regarding recruitment of new Commissioners. We did our own minutes because staff preferred them short, sweet, and positive. The Chair not only drafted the agenda, but prepared the meeting packets. Admittedly we began doing this work ourselves because under the previous city manager we were not to have any outreach or independence from existing city structures and communication systems and practices, and with the approval of the City Mayor we began to do it ourselves. However, there was a down-side to this intensive involvement of commissioners in implementing the Commission's objectives and programs, which was commissioner burn-out. I believe this was exemplified by the resignation of Kris Doneen from the Commission last May. The staff support has improved since the Malinen resignation. And I have some hope that with the proposed reorganization of the Administration Department some of this work load can be transferred back to city staff, though in my opinion I am not sure that our current staff liaison can do all the work necessary for an effective commission within our existing work-load. I need to also point out that the three other major city commissions (Planning, Parks and Recreation, and Public Works) have departments to assist them in implementing their programs and achieving their objectives. The Human Rights Commission does not. Nor, with the possible exception of the Parks and Recreation Commission, do these other Commissions have programs to develop, publicize, and execute. (Even with the Parks Renewal Program that department had the assistance of an experienced consultant.)	HRC (4 of 7 members)
We get adequate support. Staff is overworked anyway.	P&R (1 of 9 members)
Staff is excellent. No other comment is required.	P&R (2 of 9 members)
Adequate staff support.	P&R (3 of 9 members)
Lonnie and Jill do a fantastic job and welcome the input. We are happy to help.	P&R (4 of 9 members)
Fantastic staff support, they are top-notch.	P&R (5 of 9 members)
Acceptable to good before meetings. Very good during meetings.	Planning (1 of 7 members)
Support is good, in general reports and staff recommendations are well prepared and thorough.	Planning (2 of 7 members)
Planning Commission and Engineering staff are real pros and very competent.	Planning (3 of 7 members)
There is adequate support staff at this time.	Planning (4 of 7 members)

The City Planning Staff are very helpful. They prepare good, detailed reports and always take the time to answer questions and provide background detail.	Planning (5 of 7 members)
Excellent support from Chief Mathwig and Kelly Roberto is fantastic!	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
I am very grateful to the note taker who transcribes our meetings. She is very accurate in her records of our meetings.	PWET (1 of 5 members)
Fantastic support, great note taker, Miss Deb Bloom.	PWET (2 of 5 members)
Yes	PWET (3 of 5 members)

Q 6. Please comment on the Council support of your Commission (i.e., Do you feel your Commission receives adequate support and feedback from the Council? If not, what changes would you suggest?)

Answers	Commission
The City Council seems open and available when the Ethics Commission presents ideas or education to them.	Ethics (1 of 5 members)
Getting better	HRA (1 of 7 members)
Council supports 100%	HRA (2 of 7 members)
I am very happy with the dialogue which has been taking place with council; especially in the past couple years. I think it has been productive and served the citizens.	HRA (3 of 7 members)
Council has been great, also.	HRA (4 of 7 members)
We receive great support from the Council.	HRA (5 of 7 members)
I feel the Council is supportive.	HRC (1 of 7 members)
I do think there is adequate support	HRC (2 of 7 members)
I enjoy the freedom that our commission has to largely set its own agenda/planning. "Back channel" communications from individual council members to HRC leadership seems to be an effective feedback loop, however I wonder if it necessarily represents the council as a whole (and if not, such feedback is skewed, of course).	HRC (3 of 7 members)
I'll need a little more time to adequately respond to this question. Suffice it for now, however, that I believe that with this Council we have its attention and are receiving adequate support. As for Council feedback I would like it to become more standardized and systemic, rather than relying on the Commission's leadership to maintain a good working relationship and communication with certain council members. This informal means has been the alternative we have developed for Council feedback and two-way communication in the absence of authentic communication and trust with the previous administration. It, however, has its own set of problems.	HRC (4 of 7 members)
The Council seems to listen to us. I really have not encountered any negatives.	P&R (1 of 9 members)
Council support seems appropriate. I do feel we should have two meetings a year with them, not a single meeting which seems to fall around budget time. The budget time meeting is good to discuss matters of money but many other issues aren't (at least immediately) budget related. The additional meeting would let us have those conversations much easier.	P&R (2 of 9 members)
See #1 above. It would be helpful to meet with the Council more than one time per year, or to have an assigned liaison.	P&R (3 of 9 members)
I feel the support is there. Maybe quarterly meetings with the Council versus annually would be better to help keep the Council better informed and help to direct us so we can determine if we need to make adjustments on tasks.	P&R (4 of 9 members)
I'd like to see a Council member liaison attend at least one meeting/quarter and provide a report back to the Council. I understand they are busy, but it would be valuable.	P&R (5 of 9 members)
Adequate	Planning (1 of 7 members)
I don't think we get any feedback from the Council! Occasionally, an individual Council member may call with a question	Planning (2 of 7 members)

about a particular issue or vote. But then having said that, I'm not sure that we NEED a lot of actual feedback from the Council – our role is really to support them, help them be more efficient.	
I believe Council receives Planning Commission advice – I hope watches the Planning Commission meetings on CCTV. I cannot view Council meetings since I don't have cable service.	Planning (3 of 7 members)
I am new to this, but so far so good.	Planning (4 of 7 members)
The City Council is very supportive of the Planning Commission. The Council has even asked that we show more initiative – so I feel we have the freedom to pursue new ideas.	Planning (5 of 7 members)
Council supportive, helpful and respectful	Police CS (1 of 3 members)
See final comment	Police CS (2 of 3 members)
I hope that the Council recognizes the high quality work that the Commission carries out and seriously considers their recommendations.	PWET (1 of 5 members)
No way to know, but assume that if a problem, there would be feedback through staff. The once a year report seems to work correctly. Big issue is the Council does not know what to think, or what additional information they need to make good decisions on complex engineering and science related topics.	PWET (2 of 5 members)
Yes	PWET (3 of 5 members)

Q 7. Please add any other comments or suggestions you may have regarding your work as a commissioner, or the work assigned to or undertaken by your commission. Thank you.

Answers	Commission
My suggestions summarized: (1) Ethics Commission should meet more often than quarterly when serious issues are identified to resolve, and do more of the work on these issues in a meeting of the full Commission, and (2) Education on the role of Ethics in Government should be provided to new Commission members. There are many great websites out there which members could be using for this, as well as papers, and books to read.	Ethics (1 of 5 members)
No answer	HRA (1 of 7 members)
No answer	HRA (2 of 7 members)
It is a privilege to serve in Roseville.	HRA (3 of 7 members)
No answer	HRA (4 of 7 members)
No answer	HRA (5 of 7 members)
Sometimes I think the business of our group probably overlaps with work being done by the Council or other groups. For instance, our commission plans to meet with and interview local business to see how we can retain them. I then heard the Council or someone else was planning to do the same thing. I wonder if we are doing enough to coordinate our services and activities with the Council and other commissions.	HRC (1 of 7 members)
In general, I am very pleased to be part of this commission and feel it has done amazing work	HRC (2 of 7 members)
No answer	HRC (3 of 7 members)
No answer	HRC (4 of 7 members)
I feel we could do more individually and in small groups. I am working on this. There seems to be a lot of untapped expertise. Need to learn how not to run afoul of the open meetings rules.	P&R (1 of 9 members)
It's a busy and exciting time to be involved with the Parks and Rec commission. I'm thoroughly enjoying myself.	P&R (2 of 9 members)
I think that the Parks and Rec commission should gain a better understanding of the budget and funding for Roseville's Parks and Recreation. We could become better advocates for ongoing CIP and PIP funding to prevent future needs for a	P&R (3 of 9 members)

big bonding program like the current Park Renewal Program.	
Happy to take part in a forward thinking group and look forward to helping Roseville continue to improve so that we can become a community for a lifetime.	P&R (4 of 9 members)
If the Council doesn't have the time or desire to discuss an issue, do not assign the Commission to look into it and provide feedback. I think this creates an unreasonable expectation of action.	P&R (5 of 9 members)
No answer	Planning (1 of 7 members)
No answer	Planning (2 of 7 members)
Thank you for the opportunity to comment.	Planning (3 of 7 members)
Nothing to add at this time.	Planning (4 of 7 members)
No answer	Planning (5 of 7 members)
It is a great pleasure to serve on the commission	Police CS (1 of 3 members)
My commission has not met since I was appointed in July. The Police Civil Service Commission meets as needed except for one required meeting in Jan/Feb each year and I am looking forward to that meeting.	Police CS (2 of 3 members)
Again, I would like to note that I think the Council should note when people who are experts in the area of their commission (as are Dwayne Stenlund and Jim DeBenedet, and allows them to serve more than two consecutive terms. As a citizen without specific training in the issues we deal with, I do not expect to be able to serve more than two terms. However, the commission has been well served by the expertise of these members, and would benefit from allowing them to serve as long as they are willing.	PWET (1 of 5 members)
Based on last meeting about roads and trails, it is always good to keep politics out of engineering and science. Desire more interest from the community at large.	PWET (2 of 5 members)
No recommendations at this time	PWET (3 of 5 members)