



City Council Agenda

Monday, June 9, 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: McGehee, Willmus, Laliberte, 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**
 - a. Recognize Girl Scout Gold Award Winners
 - b. Recognize New Police Officers and Volunteer Coordinator
- 6:25p.m. **6. Approve Minutes**
 - a. Approve Minutes of May 12, 2014 City Council Meeting
 - b. Approve Minutes of May 22, 2014 Special City Council Meeting
- 6:30 p.m. **7. Approve Consent Agenda**
 - a. Approve Payments
 - b. Approve Business & Other Licenses & Permits
 - c. Approve General Purchases and Sale of Surplus items in excess of \$5000
 - d. Authorize Acceptance of Cost-Share Funds and Approve Cost-Share Agreement for Dellwood Street Drainage Improvements
 - e. Request by Lakewest and Commers Enterprises Southtown for Vacation of Unused Right-Of-Way at 2501-2699 Patton Road
 - f. Authorize New Police Mutual Aid Agreement – Ramsey County

- g. Approve a Resolution to Join the Petition for Rice Creek Watershed District to Establish a Phased Basic Water Management Project
- h. Consider Approving IT Shared Service Agreement with the City of Centerville
- i. Approve Agreement for Autozone Development at 1255 Larpenteur Ave
- j. Set Public Hearing to Consider the Transfer of an Off Sale Liquor License to JE Roseville Liquor 2014, LLC (Cub Liquor)
- k. Set Public Hearing to Consider the Transfer of an Off-Sale 3.2% Liquor License to Diamond Lake 1994, LLC (Cub Foods)

6:35 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

- 6:40 p.m. a. Consider Amending City Code Chapter 303: Amusement Devices: Areas and Game Rooms

10. Presentations

- 6:45 p.m. a. Parks and Recreation Commission Joint Meeting with the City Council

- 7:15 p.m. b. Receive Community Survey Results

11. Public Hearings

- 7:35 p.m. a. Public Hearing to Acknowledge the Expenditure of Tax-exempt Funds for the University of Northwestern-St. Paul

12. Budget Items

13. Business Items (Action Items)

- 7:45 p.m. a. Consider University of Northwestern Land Use Text Amendments to City Code

- 8:05 p.m. b. Consider University of Northwestern Agreements

- 8:15 p.m. c. Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 311 County Road B

- 8:25 p.m. d. Presumptive Penalty Approval – Smashburger Restaurant Alcohol Compliance Failure

8:35 p.m. e. Presumptive Penalty Approval – Romano’s Macaroni Grill Restaurant Alcohol Compliance Failure

8:45 p.m. f. Consider Support for Sherman and Associates, Inc. Redevelopment of 2785 Fairview Avenue and Finance Options

14. Business Items – Presentations/Discussions

9:15 p.m. a. Consider Park Building Network Connectivity with Electronic Door Access Control, Video Security and Public Wireless Internet

9:40 p.m. **15. City Manager Future Agenda Review**

9:45 p.m. **16. Councilmember Initiated Items for Future Meetings**

10:00 p.m. **17. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Jun 10	6:30 p.m.	Finance Commission
Thursday	Jun 12	6:30 p.m.	Community Engagement Commission
Monday	Jun 16	6:00 p.m.	City Council Meeting
Tuesday	Jun 17	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Jun 18	6:30p.m.	Human Rights Commission
Monday	Jun 23	6:00 p.m.	City Council Meeting
Tuesday	Jun 24	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Jun 30		Rosefest Parade
July			
No Meeting in July			Parks & Recreation Commission
Wednesday	Jul 2	6:30 p.m.	Planning Commission
Friday	Jul 4		City Offices Closed - Independence Day

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



In Appreciation Courtney Gastecki

Whereas: The Girl Scouts of the USA has provided young women leadership opportunities for more than 90 years; and

Whereas: The City of Roseville is committed to recognizing and honoring volunteerism and the hard work of members of the community; and

Whereas: Courtney Gastecki is a member of Girl Scouts of Minnesota; and

Whereas: Courtney is interested in educating the community on responsible pet ownership and pet adoption; and

Whereas: Courtney partnered with St. Francis Assisi to educate the community about animal abuse, spaying and neutering pets, and the benefits of adoption of purchasing pets; and

Whereas: Courtney recruited members of the Roseville Swim and Dive Team and the Roseville Area High School Student Council, as well as her Girl Scout Troop, to help make presentations, posters and pamphlets; and

Whereas: Courtney recruited volunteers to help collect needed items for the community animal shelter; and

Whereas: The Roseville Public Library and Parkview School will carry on Courtney's project by continuing to educate the public and provide needed items for animals in need.

Now, Therefore Be It Resolved, that the City Council hereby declare June 9, 2014, to be Girl Scout Day in the City of Roseville and urges all citizens to recognize Courtney Gastecki's accomplishments of earning the Girl Scout Gold Award.

In the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this ninth day of June 2014.

Mayor Daniel J. Roe



In Appreciation Madeleine Logeais

Whereas: The Girl Scouts of the USA has provided young women leadership opportunities for more than 100 years; and

Whereas: The City of Roseville is committed to recognizing and honoring volunteerism and the hard work of members of the community; and

Whereas: Madeleine is a member of Girl Scouts of Minnesota and;

Whereas: Madeleine is interested in inspiring students to participate in Science, Technology, Engineering, and Math (STEM) Learning; and

Whereas: Madeleine worked with volunteers to redecorate the STEM classroom, installed a Bentley (weather-tracking) box, began a seedling project to grow food for the local food shelf, and created a Rosary Garden; and

Whereas: Madeleine worked with volunteers to help design and install the garden using technology they learned; and

Whereas: Madeleine's work on the Rosary Garden will inspire students to pursue possible careers as scientists and engineers; and

Whereas: In recognition of Madeleine's hard work, she has achieved the Girl Scout Gold Award, the highest award in Girl Scouting.

Now, Therefore Be It Resolved, that the City Council hereby declare June 9, 2014, to be Girl Scout Day in the City of Roseville and urges all citizens to recognize Madeleine Logeais accomplishments of earning the Girl Scout Gold Award.

In the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this ninth day of June 2014.

Mayor Daniel J. Roe



MEMORANDUM

DATE: June 9, 2014

TO: City Manager Patrick Trudgeon

FROM: Chief Rick Mathwig

SUBJECT: New Police Officer Introductions to Roseville City Council

At the 6/9/2014, Roseville City Council Meeting, Chief Mathwig will give short introductions of the newest police officers of the Roseville Police Department: Officer Mitch Christensen, Officer Zach Wiesner and Officer Crystal Jones.

All officers were sworn in on May 22nd, 2014.

Volunteer Coordinator, Kelly O'Brien
Administration Department

Kelly O'Brien has worked in the field of Volunteer Management/Civic Engagement for over twenty years. Her experience spans small, grass-roots organizations, to large national non-profits. She has worked with thousands of volunteers of all ages, abilities and backgrounds. Kelly has a degree in Social Work and is passionate about the untapped potential of volunteers. Her immediate past job was with Volunteers of America of Minnesota, supervising the eleven county RSVP program. RSVP is a national service program mobilizing and connecting volunteers age 55 and over with pressing needs in their communities. Kelly has actively served on state and national boards and coalitions to advance the opportunities and impact of volunteerism. She is looking forward to working with the citizens of Roseville to create avenues for engagement for all community members as a means to sustain a vibrant and healthy Roseville.

Date: June 9, 2014

Item: 6.a

Approve May 12, 2014 Council
Meeting Minutes

Date: May 22, 2014

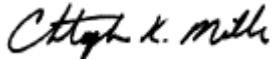
Item: 6.b

Approve May 22 Council
Meeting Minutes

REQUEST FOR COUNCIL ACTION

Date: 6/9/2014
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	\$984,411.64
73643-73930	\$750,590.69
Total	\$1,735,002.33

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
 Printed: 6/3/2014 - 10:32 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73750	05/15/2014	Boulevard Landscaping	Operating Supplies	Central Landscape Supply	Wheelbarrows	249.32
73845	05/21/2014	Boulevard Landscaping	Operating Supplies	Central Wood Products	Premium Hardwood	1,935.00
0	05/15/2014	Boulevard Landscaping	Operating Supplies	Certified Laboratories-CC	Cleaning Supplies	296.94
0	05/15/2014	Boulevard Landscaping	Operating Supplies	Menards-CC	Mailbox Supplies	151.10
73908	05/28/2014	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Spray Heads	74.03
73702	05/08/2014	Boulevard Landscaping	Operating Supplies	Q3 Contracting, Inc.	Sign, Barricade Rental	126.95
73709	05/08/2014	Boulevard Landscaping	Operating Supplies	Sandstrom Land Management, LLC	Spring Plant Bed Prep	2,100.00
73709	05/08/2014	Boulevard Landscaping	Operating Supplies	Sandstrom Land Management, LLC	Retaining Wall Repairs	2,250.00
73725	05/08/2014	Boulevard Landscaping	Operating Supplies	The Mulch Store	Hardwood Mulch	960.00
73926	05/28/2014	Boulevard Landscaping	Operating Supplies	Treecology	Fugicide Application	644.00
73793	05/15/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	405.00
73729	05/08/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	80.00
73729	05/08/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	145.00
Operating Supplies Total:						9,417.34
Fund Total:						9,417.34
73664	05/08/2014	Central Svcs Equip Revolving	Rental - Copier Machines	Crabtree Companies, Inc.	Copy Charges on Copier	3,682.33
73735	05/08/2014	Central Svcs Equip Revolving	Rental - Copier Machines	US Bank Equipment Finance	Copier Lease Charges	3,086.33
Rental - Copier Machines Total:						6,768.66
Fund Total:						6,768.66
0	05/15/2014	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	6.89
0	05/27/2014	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	6.89
Federal Income Tax Total:						13.78

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	1.56
0	05/15/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	6.67
0	05/27/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	6.67
0	05/27/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	1.56
FICA Employee Ded. Total:						16.46
0	05/15/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	6.67
0	05/15/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	1.56
0	05/27/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	6.67
0	05/27/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	1.56
FICA Employers Share Total:						16.46
0	05/15/2014	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	0.99
0	05/27/2014	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	0.99
MN State Retirement Total:						1.98
0	05/15/2014	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	6.19
0	05/27/2014	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	6.19
PERA Employee Ded Total:						12.38
0	05/15/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	6.19
0	05/15/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	0.99
0	05/27/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	6.19
0	05/27/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	0.99
PERA Employer Share Total:						14.36
0	05/15/2014	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	4.11
0	05/27/2014	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	4.11
State Income Tax Total:						8.22
Fund Total:						83.64
73685	05/08/2014	Community Development	Advertising	Lillie Suburban Newspaper Inc	Notices-Acct: 262	42.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Advertising Total:						42.90
73784	05/15/2014	Community Development	Building Permits	Profile Builders Remodelers	Building Permit Refund for 1265 Ros	119.76
Building Permits Total:						119.76
73774	05/15/2014	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges-April 201	1,988.29
73909	05/28/2014	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Inspections Surcharges	1,793.47
Building Surcharge Total:						3,781.76
0	05/15/2014	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-April 2014	4,261.08
Electrical Inspections Total:						4,261.08
0	05/15/2014	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	3,349.72
0	05/27/2014	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	4,113.37
Federal Income Tax Total:						7,463.09
0	05/15/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	398.42
0	05/15/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,703.63
0	05/27/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	2,021.57
0	05/27/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	472.77
FICA Employee Ded. Total:						4,596.39
0	05/15/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,703.63
0	05/15/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	398.42
0	05/27/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	472.77
0	05/27/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	2,021.57
FICA Employers Share Total:						4,596.39
73765	05/15/2014	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	370.00
HRA Employer Total:						370.00
73781	05/15/2014	Community Development	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	50.00
73914	05/28/2014	Community Development	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	47.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	97.41
73781	05/15/2014	Community Development	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	680.00
					HSA Employer Total:	680.00
0	05/15/2014	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	435.01
0	05/28/2014	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	468.83
					ICMA Def Comp Total:	903.84
73920	05/28/2014	Community Development	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	226.03
					Life Ins. Employee Total:	226.03
73920	05/28/2014	Community Development	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	80.82
					Life Ins. Employer Total:	80.82
73920	05/28/2014	Community Development	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	169.34
					Long Term Disability Total:	169.34
73779	05/15/2014	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	451.56
					Medical Ins Employee Total:	451.56
73779	05/15/2014	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	3,891.09
					Medical Ins Employer Total:	3,891.09
0	05/15/2014	Community Development	Memberships & Subscriptions	APA-CC	Planning Associatin Membership-Pas	420.00
					Memberships & Subscriptions Total:	420.00
73774	05/15/2014	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-April 2014	-39.66
73909	05/28/2014	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Inspections Surcharges-Rete	-35.83
					Miscellaneous Revenue Total:	-75.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	251.60
0	05/27/2014	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	299.94
MN State Retirement Total:						551.54
0	05/15/2014	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	670.00
0	05/27/2014	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	652.47
MNDCP Def Comp Total:						1,322.47
0	05/08/2014	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	170.50
Office Supplies Total:						170.50
0	05/15/2014	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,702.06
0	05/27/2014	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	2,004.18
PERA Employee Ded Total:						3,706.24
0	05/15/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	272.31
0	05/15/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,702.06
0	05/27/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	2,004.18
0	05/27/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	320.65
PERA Employer Share Total:						4,299.20
73850	05/21/2014	Community Development	Printing	Impressive Print	Business Cards-Lloyd	70.00
Printing Total:						70.00
0	05/21/2014	Community Development	Professional Services	BKBM Engineers, Corp.	Univ. Of NW Sports Complex Plan R	780.00
73843	05/21/2014	Community Development	Professional Services	Mike Bunnell	Univ. of NW Stadium Project Plan Re	1,417.50
0	05/21/2014	Community Development	Professional Services	Bryan Lloyd	Variance Board Supplies Reimburse	45.37
73861	05/21/2014	Community Development	Professional Services	Permitworks	Rental License Program	2,415.00
0	05/15/2014	Community Development	Professional Services	Vroman Systems- CC	Rental Registration, Living Smarter F	24.97
Professional Services Total:						4,682.84
0	05/15/2014	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	1,284.06
0	05/27/2014	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	1,569.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
State Income Tax Total:						2,853.55
73919	05/28/2014	Community Development	Telephone	Sprint	Cell Phones	133.19
73724	05/08/2014	Community Development	Telephone	T Mobile	Cell Phones Acct: 876644423	32.79
73797	05/15/2014	Community Development	Telephone	Verizon Wireless	Cell Phones	35.01
Telephone Total:						200.99
Fund Total:						49,933.30
0	05/15/2014	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	518.43
0	05/27/2014	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	518.43
Federal Income Tax Total:						1,036.86
0	05/15/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	47.93
0	05/15/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	204.96
0	05/27/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	204.96
0	05/27/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	47.93
FICA Employee Ded. Total:						505.78
0	05/15/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	204.96
0	05/15/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	47.93
0	05/27/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	47.93
0	05/27/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	204.96
FICA Employers Share Total:						505.78
73781	05/15/2014	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	200.00
HSA Employer Total:						200.00
73920	05/28/2014	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	8.08
Life Ins. Employer Total:						8.08
73920	05/28/2014	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	19.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Long Term Disability Total:						19.68
73779	05/15/2014	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	365.19
Medical Ins Employer Total:						365.19
0	05/15/2014	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	32.68
0	05/27/2014	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	32.68
MN State Retirement Total:						65.36
0	05/28/2014	Contracted Engineering Svcs	Operating Supplies	Intereum, Inc.	Chairs	341.23
Operating Supplies Total:						341.23
0	05/15/2014	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	204.25
0	05/27/2014	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	204.25
PERA Employee Ded Total:						408.50
0	05/15/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	204.25
0	05/15/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	32.68
0	05/27/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	204.25
0	05/27/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	32.68
PERA Employer Share Total:						473.86
0	05/15/2014	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	175.00
0	05/27/2014	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	175.00
State Income Tax Total:						350.00
Fund Total:						4,280.32
73693	05/08/2014	Fire Vehicles Revolving	Fire Department Vehicles	MilPro Marine, LLC	Rescue Connector Boat	24,820.00
Fire Department Vehicles Total:						24,820.00
73731	05/08/2014	Fire Vehicles Revolving	Furniture & Fixtures	Ultimate Safety Concepts, Inc.	Fans	6,622.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Furniture & Fixtures Total:						6,622.00
Fund Total:						31,442.00
73665	05/08/2014	General Fund	209001 - Use Tax Payable	Davis Lock & Safe Inc	Sales/Use Tax	-0.02
73769	05/15/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Sales/Use Tax	-0.01
73856	05/21/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Sales/Use Tax	-0.20
73686	05/08/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Sales/Use Tax	-3.13
73686	05/08/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Sales/Use Tax	-1.92
73792	05/15/2014	General Fund	209001 - Use Tax Payable	Trio Supply Company	Sales/Use Tax	-0.50
0	05/08/2014	General Fund	209001 - Use Tax Payable	Yale Mechanical, LLC	Sales/Use Tax	-1.18
209001 - Use Tax Payable Total:						-6.96
0	05/28/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	1,057.60
0	05/15/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	589.91
0	05/08/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	1,472.27
0	05/28/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	1,667.19
0	05/28/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	499.82
0	05/08/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	81.00
211402 - Flex Spending Health Total:						5,367.79
0	05/15/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	143.40
0	05/28/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	05/28/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	880.00
0	05/28/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	280.00
0	05/08/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	900.96
0	05/15/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	05/28/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
211403 - Flex Spend Day Care Total:						2,973.60
73685	05/08/2014	General Fund	Advertising	Lillie Suburban Newspaper Inc	Notices-Acct: 262	91.52
Advertising Total:						91.52
0	05/21/2014	General Fund	Career Development Training	Bob Norby	Tuition Reimbursement	726.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Career Development Training Total:						726.36
73879	05/28/2014	General Fund	Clothing	Aspen Mills Inc.	Patches	8.00
73879	05/28/2014	General Fund	Clothing	Aspen Mills Inc.	Patches	21.50
73879	05/28/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	46.45
73879	05/28/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	70.95
73647	05/08/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	27.00
73647	05/08/2014	General Fund	Clothing	Aspen Mills Inc.	Boots	100.00
73661	05/08/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.71
73661	05/08/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.71
73661	05/08/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.71
73661	05/08/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	28.71
0	05/28/2014	General Fund	Clothing	North Image Apparel, Inc.	Uniform Supplies	317.25
73732	05/08/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	184.50
73732	05/08/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	1,723.89
73732	05/08/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	70.00
73732	05/08/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	84.65
Clothing Total:						2,769.03
0	05/15/2014	General Fund	Conferences	AIAFS-CC	Psychology of Homicide Conference-	198.00
0	05/28/2014	General Fund	Conferences	Justin Juergensen	Conference Parking Reimbursement	51.00
0	05/08/2014	General Fund	Conferences	Tim O'Neill	Conference Expenses Reimbursement	29.96
0	05/28/2014	General Fund	Conferences	Gina Smith	Conference Parking Reimbursement	40.00
Conferences Total:						318.96
0	05/28/2014	General Fund	Const. Operating Supplies	Fastenal Company Inc.	Paint & Safety Supplies	275.69
73901	05/28/2014	General Fund	Const. Operating Supplies	Locators & Supplies, Inc	Safety Vests	228.60
Const. Operating Supplies Total:						504.29
0	05/15/2014	General Fund	Contract Maint. - City Hall	Life Safety Systems	Annual Monitoring Charge	325.00
0	05/15/2014	General Fund	Contract Maint. - City Hall	Nitti Sanitation-CC	Regular Service	153.00
73729	05/08/2014	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control (	275.30
73729	05/08/2014	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control (	74.98
73729	05/08/2014	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control (	94.00
0	05/08/2014	General Fund	Contract Maint. - City Hall	Yale Mechanical, LLC	VAV Repair	1,202.91
Contract Maint. - City Hall Total:						2,125.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73686	05/08/2014	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	General Cleaning-April	901.56
0	05/15/2014	General Fund	Contract Maint. - City Garage	Nitti Sanitation-CC	Regular Service	224.40
73695	05/08/2014	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northland	Door Repair	441.95
Contract Maint. - City Garage Total:						1,567.91
73872	05/21/2014	General Fund	Contract Maint.- Old City Hall	Tremco	Storage Building Roof Repair	442.75
Contract Maint.- Old City Hall Total:						442.75
0	05/08/2014	General Fund	Contract Maintenance	City of St. Paul	Radio Maintenance & Service	312.60
73849	05/21/2014	General Fund	Contract Maintenance	Comcast	Cable TV	104.95
73894	05/28/2014	General Fund	Contract Maintenance	Fast Signs	Vinyl Reflective Lettering	505.08
73762	05/15/2014	General Fund	Contract Maintenance	Hydromethods, LLC	Farrington Estates Development Revi	429.00
73686	05/08/2014	General Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-April	552.84
0	05/21/2014	General Fund	Contract Maintenance	Mister Car Wash	Vehicle Washes	11.22
0	05/15/2014	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	112.20
73780	05/15/2014	General Fund	Contract Maintenance	Penguin Management, Inc.	eDispatches	828.00
73785	05/15/2014	General Fund	Contract Maintenance	Q3 Contracting, Inc.	Sign, Cone, Barricade Rental	124.60
73703	05/08/2014	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-April	15.60
73703	05/08/2014	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-April	383.76
73738	05/08/2014	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	377.24
Contract Maintenance Total:						3,757.09
73759	05/15/2014	General Fund	Contract Maintenance Vehicles	Harmon Auto Glass	2014 Blanket PO For Vehicle Repairs	210.00
0	05/21/2014	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	141.19
73787	05/15/2014	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	2014 Blanket PO For Vehicle Repairs	147.15
73787	05/15/2014	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	2014 Blanket PO For Vehicle Repairs	386.13
73706	05/08/2014	General Fund	Contract Maintenance Vehicles	Rosenbauer Minnesota, LLC	Exterior Door Handle	397.69
73866	05/21/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	Vehicle Alignment	89.95
73915	05/28/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	Vehicle Repair	1,030.43
73928	05/28/2014	General Fund	Contract Maintenance Vehicles	Twin Cities Transport & Recove	2014 Blanket PO For Vehicle Repairs	150.00
0	05/15/2014	General Fund	Contract Maintenance Vehicles	Ziegler Inc	2014 Blanket PO For Vehicle Repairs	2,909.42
Contract Maintenance Vehicles Total:						5,461.96
0	05/28/2014	General Fund	Contractual Maintenance	Perfect Software	HR Software	3,820.25
0	05/28/2014	General Fund	Contractual Maintenance	Perfect Software	HR Software	4,641.00
Contractual Maintenance Total:						8,461.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73703	05/08/2014	General Fund	Dispatching Services	Ramsey County	911 Dispatch	31,301.26
Dispatching Services Total:						31,301.26
73779	05/15/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium-May 2014	885.57
73779	05/15/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium-May 2014	905.57
Employer Insurance Total:						1,791.14
0	05/15/2014	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	33,385.36
0	05/27/2014	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	31,954.65
Federal Income Tax Total:						65,340.01
0	05/15/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	4,193.14
0	05/15/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	7,000.50
0	05/27/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	7,383.16
0	05/27/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	4,109.70
FICA Employee Ded. Total:						22,686.50
0	05/15/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	7,000.50
0	05/15/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	4,193.14
0	05/27/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	4,109.70
0	05/27/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	7,383.16
FICA Employers Share Total:						22,686.50
73765	05/15/2014	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	3,163.50
HRA Employer Total:						3,163.50
73781	05/15/2014	General Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	2,129.69
73914	05/28/2014	General Fund	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA WI En	2.07
73914	05/28/2014	General Fund	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	2,125.52
HSA Employee Total:						4,257.28
73781	05/15/2014	General Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Empl	7,071.51

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HSA Employer Total:						7,071.51
0	05/15/2014	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	2,941.87
0	05/28/2014	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	3,046.69
ICMA Def Comp Total:						5,988.56
73920	05/28/2014	General Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	1,601.46
Life Ins. Employee Total:						1,601.46
73920	05/28/2014	General Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	639.44
Life Ins. Employer Total:						639.44
73920	05/28/2014	General Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	1,380.11
Long Term Disability Total:						1,380.11
73779	05/15/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	5,701.05
73779	05/15/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	6,709.78
Medical Ins Employee Total:						12,410.83
73779	05/15/2014	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	35,965.13
Medical Ins Employer Total:						35,965.13
0	05/15/2014	General Fund	Medical Services	First Advantage LNS Occ. Health S	Drug Tests	179.00
73778	05/15/2014	General Fund	Medical Services	Multicare Associates	Medical Services	74.00
Medical Services Total:						253.00
73763	05/15/2014	General Fund	Memberships & Subscriptions	IAFC Membership	Membership Dues-Loftus	209.00
0	05/15/2014	General Fund	Memberships & Subscriptions	IAFCI- CC	Membership Dues-Peterson	25.00
Memberships & Subscriptions Total:						234.00
0	05/15/2014	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.05.2014 Minnesota I	272.82
0	05/28/2014	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.05.2014 Minnesota I	788.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Minnesota Benefit Ded Total:						1,060.83
0	05/15/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	2,934.08
0	05/27/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	2,779.56
MN State Retirement Total:						5,713.64
0	05/15/2014	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	6,868.19
0	05/27/2014	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	6,853.49
MNDCP Def Comp Total:						13,721.68
73903	05/28/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	12,349.90
73903	05/28/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	11,743.64
Motor Fuel Total:						24,093.54
0	05/08/2014	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	15.78
0	05/08/2014	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	295.00
0	05/08/2014	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	36.31
0	05/08/2014	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	24.45
0	05/15/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	9.72
0	05/28/2014	General Fund	Office Supplies	St. Paul Stamp Works, Inc.	Desk Seal	61.36
0	05/15/2014	General Fund	Office Supplies	Zerbe-CC	Coffee Supplies	8.57
Office Supplies Total:						451.19
73665	05/08/2014	General Fund	Op Supplies - City Hall	Davis Lock & Safe Inc	Keys	20.02
73856	05/21/2014	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Cleaning Supplies	207.36
0	05/15/2014	General Fund	Op Supplies - City Hall	Menards-CC	Shades	59.97
0	05/15/2014	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-CC	Putty Knives	10.26
73792	05/15/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Cleaning Supplies-Credit	-106.88
73792	05/15/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Cleaning Supplies	506.30
73728	05/08/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Credit	-106.88
Op Supplies - City Hall Total:						590.15
0	05/28/2014	General Fund	Operating Supplies	3D Specialties	Sealcoat	1,080.26
0	05/15/2014	General Fund	Operating Supplies	Amazon.com- CC	USB Drives	69.95
0	05/28/2014	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	364.32
0	05/15/2014	General Fund	Operating Supplies	Battery Mart-CC	Batteries	140.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	General Fund	Operating Supplies	Best Buy- CC	Stereo Receiver	119.99
0	05/15/2014	General Fund	Operating Supplies	Byerly's- CC	Postal Supplies	10.50
0	05/15/2014	General Fund	Operating Supplies	Byerly's- CC	Bakery Items	11.98
0	05/15/2014	General Fund	Operating Supplies	Caribou Coffee- CC	Coffee	12.84
0	05/15/2014	General Fund	Operating Supplies	Certified Laboratories-CC	Cleaning Supplies	448.04
0	05/15/2014	General Fund	Operating Supplies	Chianti Grill-CC	Missing receipt paid charge w/check t	13.19
73755	05/15/2014	General Fund	Operating Supplies	Deluxe For Business	Bank Deposit Bags	347.69
73892	05/28/2014	General Fund	Operating Supplies	Diamond Vogel Paints, Inc.	Road Paint	81.00
0	05/28/2014	General Fund	Operating Supplies	Fastenal Company Inc.	Paint & Safety Supplies	148.20
0	05/15/2014	General Fund	Operating Supplies	FleetPride Truck & Trailer-CC	Station Supplies	13.56
0	05/08/2014	General Fund	Operating Supplies	General Industrial Supply Co.	Street Supplies	358.49
0	05/15/2014	General Fund	Operating Supplies	Grainger Inc	Ballast	33.87
0	05/15/2014	General Fund	Operating Supplies	Grainger Inc	Filters	99.12
0	05/21/2014	General Fund	Operating Supplies	Grainger Inc	Sealant, Caulk	99.94
0	05/08/2014	General Fund	Operating Supplies	Grainger Inc	Condensate Separator	97.50
73677	05/08/2014	General Fund	Operating Supplies	Impressive Print	Personnel Action Forms	249.00
73682	05/08/2014	General Fund	Operating Supplies	LEMA	Law Enforcement Memorial Wreatht	55.00
73776	05/15/2014	General Fund	Operating Supplies	Modern Marketing	Mood Shadow Pencils	358.60
0	05/15/2014	General Fund	Operating Supplies	Office World-CC	Label Printer	65.69
0	05/15/2014	General Fund	Operating Supplies	Panera Bread-CC	Interview Supplies	46.59
73698	05/08/2014	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, Monthly Software	159.13
73782	05/15/2014	General Fund	Operating Supplies	Primary Products Company	Nitrile Gloves	336.00
73786	05/15/2014	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	697.50
73707	05/08/2014	General Fund	Operating Supplies	Ruffridge Johnson Equipment, Inc.	36" PLN W/6' Handle	230.88
73789	05/15/2014	General Fund	Operating Supplies	Sam's Club	Station Supplies	434.20
0	05/15/2014	General Fund	Operating Supplies	SHI International Corp	Laserjet Toner Cart	212.00
0	05/21/2014	General Fund	Operating Supplies	SHI International Corp	Toner	97.88
0	05/21/2014	General Fund	Operating Supplies	SHI International Corp	Toner	408.00
0	05/08/2014	General Fund	Operating Supplies	SHI International Corp	Toner	249.94
0	05/15/2014	General Fund	Operating Supplies	Sirchie Finger Print-CC	Evidence Tubes	66.35
0	05/15/2014	General Fund	Operating Supplies	Staples-CC	Station Supplies	68.98
0	05/15/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Hose Clamp	4.38
0	05/15/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Drain Cleaner	44.94
0	05/15/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	82.08
0	05/15/2014	General Fund	Operating Supplies	Target- CC	Citizens Academy Supplies	13.93
73725	05/08/2014	General Fund	Operating Supplies	The Mulch Store	Hardwood Mulch	960.00
0	05/15/2014	General Fund	Operating Supplies	UPS Store- CC	Shipping Charges	8.77
0	05/15/2014	General Fund	Operating Supplies	UPS Store- CC	Shipping Charges	10.72
0	05/15/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	53.75
Operating Supplies Total:						8,465.63
73769	05/15/2014	General Fund	Operating Supplies City Garage	Linn Building Maintenance	Cleaning Supplies	98.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Operating Supplies City Garage Total:						98.73
0	05/15/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	23,982.49
0	05/15/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 PERA Catcl	104.79
0	05/27/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 PERA Catcl	0.48
0	05/27/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	23,144.65
PERA Employee Ded Total:						47,232.41
0	05/15/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 PERA Empl	157.19
0	05/15/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	32,994.67
0	05/15/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	953.34
0	05/27/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	31,734.52
0	05/27/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 PERA Empl	0.56
0	05/27/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	943.54
PERA Employer Share Total:						66,783.82
0	05/28/2014	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#7258500	PR Batch 00002.05.2014 PERA Life	32.00
PERA Life Ins. Ded. Total:						32.00
0	05/15/2014	General Fund	Police Explorer Program	Chipotle- CC	Explorer Supplies	90.90
Police Explorer Program Total:						90.90
73912	05/28/2014	General Fund	Postage	Postmaster- Mailing Requirements	Permit 2437000	220.00
Postage Total:						220.00
0	05/21/2014	General Fund	Professional Services	Commercial Steam Team Inc	City Hall Carpet Cleaning	3,166.64
0	05/15/2014	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	General Civil Matters	15,107.00
0	05/08/2014	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Services	12,575.00
73767	05/15/2014	General Fund	Professional Services	Language Line Services	Interpreter Service	172.06
73768	05/15/2014	General Fund	Professional Services	LexisNexis Risk Data Mgmt, Inc.	Minimum Commitment Balance	50.00
73686	05/08/2014	General Fund	Professional Services	Linn Building Maintenance	General Cleaning-April	3,188.59
73906	05/28/2014	General Fund	Professional Services	Metro ECSU	Cost for Joining Joint Purchasing Agr	25.00
73775	05/15/2014	General Fund	Professional Services	MN State Fire Chiefs Associati	Web Advertising	85.00
73778	05/15/2014	General Fund	Professional Services	Multicare Associates	Medical Services	20.00
73778	05/15/2014	General Fund	Professional Services	Multicare Associates	Medical Services	435.00
73860	05/21/2014	General Fund	Professional Services	Overhead Door Co of the Northlanc	Garage Door Transmitter Repair	153.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73870	05/21/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	356.25
73870	05/21/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
73720	05/08/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	268.75
73720	05/08/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
73726	05/08/2014	General Fund	Professional Services	Time Saver Off Site Secretarial	Human Rights Commission Meeting	111.00
Professional Services Total:						35,723.52
0	05/15/2014	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	13,353.70
0	05/27/2014	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	12,946.65
State Income Tax Total:						26,300.35
73919	05/28/2014	General Fund	Telephone	Sprint	Cell Phones	21.21
73919	05/28/2014	General Fund	Telephone	Sprint	Cell Phones	296.97
73919	05/28/2014	General Fund	Telephone	Sprint	Cell Phones	44.38
73919	05/28/2014	General Fund	Telephone	Sprint	Cell Phones	169.72
73724	05/08/2014	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	123.39
73724	05/08/2014	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	313.96
73724	05/08/2014	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	53.79
73724	05/08/2014	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	294.23
73724	05/08/2014	General Fund	Telephone	T Mobile	Mobile Data Cards-Acct: 771707201	39.99
73797	05/15/2014	General Fund	Telephone	Verizon Wireless	Cell Phones	770.36
Telephone Total:						2,128.00
0	05/15/2014	General Fund	Training	Bryan Anderson	Training Expenses Reimbursement	215.04
0	05/15/2014	General Fund	Training	Byerly's- CC	Training Supplies	17.97
73888	05/28/2014	General Fund	Training	City of St. Louis Park	Workshop for Women	98.00
73753	05/15/2014	General Fund	Training	City of St. Paul: PDI	Tactical Leader Training	139.00
0	05/15/2014	General Fund	Training	Fire Protection- CC	Training	207.90
0	05/15/2014	General Fund	Training	Glock- CC	Glock Training-Eckert	195.00
0	05/15/2014	General Fund	Training	HCMC-CC	Advanced Life Support Training	672.00
0	05/15/2014	General Fund	Training	Dennis Kim	Parking Reimbursement	6.00
0	05/15/2014	General Fund	Training	MN Fire Svc Cert Board-CC	Bulk Recertification	460.00
0	05/15/2014	General Fund	Training	North Hgts Hardware Hank-CC	Training Supplies	32.23
73694	05/08/2014	General Fund	Training	Northeast Wisconsin Technical Coll	Taser Training-Pitzl, Gehrman	350.00
73701	05/08/2014	General Fund	Training	Professional Law Enforcement Trai	Knock & Talk Training-Adams, Dattil	250.00
0	05/15/2014	General Fund	Training	The John Maxwell Store-CC	Leadership Book	389.77
73736	05/08/2014	General Fund	Training	USPCA Region 12	Patrol Dog Certification Sieger & Off	110.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Training Total:						3,142.91
0	05/28/2014	General Fund	Tuition Reimbursement	Veronica Koes	Tuition Reimbursement	1,500.00
Tuition Reimbursement Total:						1,500.00
0	05/15/2014	General Fund	Union Dues Deduction	LELS	PR Batch 00001.05.2014 Lels Union	1,740.53
73770	05/15/2014	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Union	196.50
0	05/15/2014	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.05.2014 Local 320 U	452.09
Union Dues Deduction Total:						2,389.12
0	05/21/2014	General Fund	Utilities	Xcel Energy	Civil Defense	60.97
0	05/21/2014	General Fund	Utilities	Xcel Energy	Street Lights	12,352.34
0	05/28/2014	General Fund	Utilities	Xcel Energy	Traffic Signal & Street Lights	5,099.00
0	05/08/2014	General Fund	Utilities	Xcel Energy	New Fire Station	2,604.62
0	05/08/2014	General Fund	Utilities	Xcel Energy	Street Lights	51.22
0	05/08/2014	General Fund	Utilities	Xcel Energy	Street Lights	10.14
Utilities Total:						20,178.29
0	05/28/2014	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Stations	518.77
0	05/08/2014	General Fund	Utilities - Old City Hall	Xcel Energy	Historical Society	698.17
Utilities - Old City Hall Total:						1,216.94
73842	05/21/2014	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	1,006.89
73648	05/08/2014	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	28.86
73653	05/08/2014	General Fund	Vehicle Supplies	Borgen Radiator	2014 Blanket PO For Vehicle Repairs	126.80
73747	05/15/2014	General Fund	Vehicle Supplies	Boyer Trucks, Corp.	2014 Blanket PO For Vehicle Repairs	-243.80
73747	05/15/2014	General Fund	Vehicle Supplies	Boyer Trucks, Corp.	2014 Blanket PO For Vehicle Repairs	1,125.35
73882	05/28/2014	General Fund	Vehicle Supplies	Boyer Trucks, Corp.	2014 Blanket PO For Vehicle Repairs	174.30
0	05/28/2014	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2014 Blanket PO For Vehicle Repairs	356.05
0	05/21/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	4.59
0	05/28/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	39.42
0	05/08/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	28.20
0	05/21/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	48.63
0	05/28/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	127.99
0	05/28/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	44.78
0	05/08/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	100.14
0	05/08/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	121.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/08/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	271.78
0	05/08/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	28.60
0	05/21/2014	General Fund	Vehicle Supplies	Gopher Bearing (BDI Branch 78)	2014 Blanket PO for Vehicle Repairs	934.56
0	05/21/2014	General Fund	Vehicle Supplies	Gopher Bearing (BDI Branch 78)	2014 Blanket PO for Vehicle Repairs-	-550.72
0	05/08/2014	General Fund	Vehicle Supplies	Grainger Inc	2014 Blanket PO For Vehicle Repairs	31.19
73760	05/15/2014	General Fund	Vehicle Supplies	HealthEast Vehicle Services	Vehicle Updating	109.39
73855	05/21/2014	General Fund	Vehicle Supplies	Lacal Equipment Inc	Flail Blade	165.16
73683	05/08/2014	General Fund	Vehicle Supplies	Liberty Tire Recycling, LLC	2014 Blanket PO For Vehicle Repairs	67.96
73687	05/08/2014	General Fund	Vehicle Supplies	Little Falls Machine, Inc	2014 Blanket PO For Vehicle Repairs	416.10
73772	05/15/2014	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2014 Blanket PO For Vehicle Repairs	54.38
0	05/15/2014	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2014 Blanket PO For Vehicle Repairs	63.18
0	05/15/2014	General Fund	Vehicle Supplies	Midway Ford Co	2014 Blanket PO For Vehicle Repairs	354.62
0	05/15/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	150.87
0	05/15/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	18.18
0	05/21/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	17.16
0	05/21/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	83.94
0	05/28/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	14.98
0	05/08/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	35.97
0	05/08/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	17.06
73913	05/28/2014	General Fund	Vehicle Supplies	Powerplan BF	Equipment Supplies	2,685.36
0	05/15/2014	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Tools	97.00
73915	05/28/2014	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	44.96
0	05/15/2014	General Fund	Vehicle Supplies	Suburban Ace Hardware-CC	Keys	25.19
73791	05/15/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	180.00
73791	05/15/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	130.00
73791	05/15/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	4,546.80
73791	05/15/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	3,277.20
73722	05/08/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	1,112.40
73873	05/21/2014	General Fund	Vehicle Supplies	Truck Utilities, Inc.	Battery	65.76
Vehicle Supplies Total:						17,538.59
0	05/15/2014	General Fund	Worksession Expenses	Zerbee-CC	Coffee Supplies	38.85
Worksession Expenses Total:						38.85
Fund Total:						530,042.06
73716	05/08/2014	General Fund Donations	K-9 Supplies	St. Paul Police Canine Unit	Kennel Fees for Canine Otis	250.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
K-9 Supplies Total:						250.00
73743	05/15/2014	General Fund Donations	Supplies - Target Corp Grant	3SI Security Systems, Inc.	Security Equipment	1,000.00
Supplies - Target Corp Grant Total:						1,000.00
Fund Total:						1,250.00
73666	05/08/2014	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	88.03
73853	05/21/2014	Golf Course	Advertising	KDWA	Advertising	35.00
73863	05/21/2014	Golf Course	Advertising	Pioneer Press	Golf Guide Advertisement	60.00
0	05/21/2014	Golf Course	Advertising	Star Tribune	Golf Course Advertising	350.00
Advertising Total:						533.03
0	05/15/2014	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	88.40
Contract Maintenance Total:						88.40
0	05/15/2014	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	570.67
0	05/27/2014	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	662.40
Federal Income Tax Total:						1,233.07
0	05/15/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	413.07
0	05/15/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	96.61
0	05/27/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	114.51
0	05/27/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	489.68
FICA Employee Ded. Total:						1,113.87
0	05/15/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	413.07
0	05/15/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	96.61
0	05/27/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	489.68
0	05/27/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	114.51
FICA Employers Share Total:						1,113.87
73765	05/15/2014	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	70.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HRA Employer Total:						70.00
73781	05/15/2014	Golf Course	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	76.92
73914	05/28/2014	Golf Course	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	72.52
HSA Employee Total:						149.44
73781	05/15/2014	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	170.00
HSA Employer Total:						170.00
0	05/15/2014	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	50.00
0	05/28/2014	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	47.14
ICMA Def Comp Total:						97.14
0	05/15/2014	Golf Course	League Expenses	Walgreens-CC	Staff Training Supplies	30.93
League Expenses Total:						30.93
73920	05/28/2014	Golf Course	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	73.48
Life Ins. Employee Total:						73.48
73920	05/28/2014	Golf Course	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	8.08
Life Ins. Employer Total:						8.08
73920	05/28/2014	Golf Course	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	20.52
Long Term Disability Total:						20.52
73779	05/15/2014	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	717.40
Medical Ins Employee Total:						717.40
73779	05/15/2014	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	1,374.00
Medical Ins Employer Total:						1,374.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73652	05/08/2014	Golf Course	Merchandise For Sale	Bernatello's Pizza, Inc	Items for Resale	126.00
73844	05/21/2014	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	108.74
73656	05/08/2014	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	71.60
73848	05/21/2014	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	240.48
73662	05/08/2014	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	523.76
73662	05/08/2014	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	159.72
0	05/08/2014	Golf Course	Merchandise For Sale	Hornungs Pro Golf Sales, Inc.	Pro Shop Items for Resale	130.37
73857	05/21/2014	Golf Course	Merchandise For Sale	Martini Golf Tees	Golf Tees for Resale	143.93
0	05/08/2014	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc.	Visors for Resale	195.50
73875	05/21/2014	Golf Course	Merchandise For Sale	Wilson Sporting Goods	Golf Items for Resale	28.93
73875	05/21/2014	Golf Course	Merchandise For Sale	Wilson Sporting Goods	Golf Items for Resale	41.24
Merchandise For Sale Total:						1,770.27
0	05/08/2014	Golf Course	Minor Equipment	SHI International Corp	Credit Card Readers	100.46
Minor Equipment Total:						100.46
0	05/15/2014	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	56.45
0	05/27/2014	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	56.45
MN State Retirement Total:						112.90
0	05/15/2014	Golf Course	Operating Supplies	Home Depot- CC	Golf Course Supplies	146.33
0	05/08/2014	Golf Course	Operating Supplies	Hornungs Pro Golf Sales, Inc.	Ball Markers, Repair Tools	69.47
73852	05/21/2014	Golf Course	Operating Supplies	Kate Haven Golf Course	Irrigation Supplies	214.25
73869	05/21/2014	Golf Course	Operating Supplies	Speedpro	Golf Course Sign	301.39
0	05/15/2014	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Spark Plugs	9.62
0	05/15/2014	Golf Course	Operating Supplies	US Foods-CC	Mops	6.00
0	05/15/2014	Golf Course	Operating Supplies	Walgreens-CC	Bulletin Board Paper	12.82
73876	05/21/2014	Golf Course	Operating Supplies	Winfield Solutions, LLC	Golf Course Supplies	1,696.11
73876	05/21/2014	Golf Course	Operating Supplies	Winfield Solutions, LLC	Golf Course Supplies	1,577.38
Operating Supplies Total:						4,033.37
0	05/15/2014	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	392.70
0	05/27/2014	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	403.36
PERA Employee Ded Total:						796.06
0	05/15/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	62.83
0	05/15/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	392.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	403.36
0	05/27/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	64.54
PERA Employer Share Total:						923.43
73796	05/15/2014	Golf Course	Professional Services	Valley-Rich Co., Inc.	Tractor Rental	6,585.25
Professional Services Total:						6,585.25
0	05/15/2014	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	286.53
0	05/27/2014	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	330.80
State Income Tax Total:						617.33
73724	05/08/2014	Golf Course	Telephone	T Mobile	Cell Phones Acct: 876644423	63.31
Telephone Total:						63.31
0	05/08/2014	Golf Course	Use Tax Payable	Hornungs Pro Golf Sales, Inc.	Sales/Use Tax	-4.47
0	05/08/2014	Golf Course	Use Tax Payable	SHI International Corp	Sales/Use Tax	-6.46
73869	05/21/2014	Golf Course	Use Tax Payable	Speedpro	Sales/Use Tax	-19.39
0	05/21/2014	Golf Course	Use Tax Payable	Xcel Energy	Golf Course	-33.26
Use Tax Payable Total:						-63.58
0	05/21/2014	Golf Course	Utilities	Xcel Energy	Golf Course	517.09
Utilities Total:						517.09
0	05/15/2014	Golf Course	Vehicle Supplies	Suburban Ace Hardware-CC	Spark Plugs	17.96
Vehicle Supplies Total:						17.96
Fund Total:						22,267.08
73645	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Dale Anderson	Energy Audit	60.00
73660	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Michael Cina	Energy Audit	60.00
73671	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	John Heimerl	Energy Audit	60.00
73674	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Robert Hoffman	Energy Audit	60.00
73680	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Cassie Kurtz	Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73689	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Douglas Maltby	Energy Audit	60.00
73710	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Darcy Scheerborn	Energy Audit	60.00
73713	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Kristine Simonson	Energy Audit	60.00
73715	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Jacalyn St. Dennis	Energy Audit	60.00
73719	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Joseph Steffens	Energy Audit	60.00
73727	05/08/2014	Housing & Redevelopment Agency	Payment to Owners	Roger Toogood	Energy Audit	60.00
Payment to Owners Total:						660.00
73897	05/28/2014	Housing & Redevelopment Agency	Professional Services	Kennedy & Graven, Chartered	Legal Services	537.69
73923	05/28/2014	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	HRA Meeting Minutes	143.75
73923	05/28/2014	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
0	05/15/2014	Housing & Redevelopment Agency	Professional Services	Vroman Systems- CC	Rental Registration, Living Smarter F	24.98
Professional Services Total:						711.29
0	05/08/2014	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	60.48
Transportation Total:						60.48
Fund Total:						1,431.77
0	05/15/2014	Information Technology	Computer Equipment	Data Q-CC	Catalyst Switch	2,279.48
Computer Equipment Total:						2,279.48
0	05/21/2014	Information Technology	Contract Maintenance	AirWatch, LLC	Mobile Device Management	1,530.00
73749	05/15/2014	Information Technology	Contract Maintenance	CDW Government, Inc.	Cisco SmartNet Maintenance Agreem	9,092.00
0	05/15/2014	Information Technology	Contract Maintenance	McAfee, Inc-CC	Threat Management/Spam Filtering S	880.00
Contract Maintenance Total:						11,502.00
0	05/15/2014	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	3,533.59
0	05/27/2014	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	3,575.80
Federal Income Tax Total:						7,109.39
0	05/15/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	445.60
0	05/15/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,905.31
0	05/27/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,908.87

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	446.43
FICA Employee Ded. Total:						4,706.21
0	05/15/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,905.31
0	05/15/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	445.60
0	05/27/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	446.43
0	05/27/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,908.87
FICA Employers Share Total:						4,706.21
73765	05/15/2014	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	733.00
HRA Employer Total:						733.00
73781	05/15/2014	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	181.54
73914	05/28/2014	Information Technology	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	181.55
HSA Employee Total:						363.09
73781	05/15/2014	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	668.73
HSA Employer Total:						668.73
0	05/15/2014	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.05.2014 ICMA Defe	325.00
0	05/28/2014	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00002.05.2014 ICMA Defe	325.00
ICMA Def Comp Total:						650.00
73841	05/21/2014	Information Technology	Internet	Anoka County Treasury	Broadband	75.00
73752	05/15/2014	Information Technology	Internet	City of Mounds View	Optical Fiber Use Agreement	600.00
73847	05/21/2014	Information Technology	Internet	City of North St. Paul	Data Interconnects	600.00
73847	05/21/2014	Information Technology	Internet	City of North St. Paul	Billing Interconnects	1,900.00
73663	05/08/2014	Information Technology	Internet	Comcast	High Speed Internet, Cable TV	82.00
73675	05/08/2014	Information Technology	Internet	Hurricane Electric	Internet Access	500.00
73874	05/21/2014	Information Technology	Internet	US Internet	DNS Hosting	8.36
73801	05/15/2014	Information Technology	Internet	XO Communications Inc.	Internet	1,058.61
Internet Total:						4,823.97
73920	05/28/2014	Information Technology	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	51.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	51.61
73920	05/28/2014	Information Technology	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	94.94
					Life Ins. Employer Total:	94.94
73920	05/28/2014	Information Technology	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	183.48
					Long Term Disability Total:	183.48
73779	05/15/2014	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	1,110.08
					Medical Ins Employee Total:	1,110.08
73779	05/15/2014	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	7,112.93
					Medical Ins Employer Total:	7,112.93
0	05/15/2014	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	318.34
0	05/27/2014	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	318.65
					MN State Retirement Total:	636.99
73749	05/15/2014	Information Technology	Operating Supplies	CDW Government, Inc.	Dock Station	174.08
73657	05/08/2014	Information Technology	Operating Supplies	CDW Government, Inc.	Mini Mag Mount	53.04
0	05/15/2014	Information Technology	Operating Supplies	Data 911-CC	Memory Upgrade	839.32
0	05/15/2014	Information Technology	Operating Supplies	Monoprice.Com-CC	USB/Serial Adapters	34.01
73790	05/15/2014	Information Technology	Operating Supplies	Staples Business Advantage, Inc.	Office Supplies	98.31
0	05/15/2014	Information Technology	Operating Supplies	UPS Store- CC	Return Shipping	16.68
					Operating Supplies Total:	1,215.44
0	05/15/2014	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,989.73
0	05/27/2014	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,991.59
					PERA Employee Ded Total:	3,981.32
0	05/15/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	318.34
0	05/15/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,989.73
0	05/27/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,991.59

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	318.65
PERA Employer Share Total:						4,618.31
0	05/15/2014	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	1,384.28
0	05/27/2014	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	1,394.71
State Income Tax Total:						2,778.99
73724	05/08/2014	Information Technology	Telephone	T Mobile	Cell Phones Acct: 876644423	597.50
73797	05/15/2014	Information Technology	Telephone	Verizon Wireless	Cell Phones	151.35
73738	05/08/2014	Information Technology	Telephone	Verizon Wireless	Mobile Router Data Access	54.88
Telephone Total:						803.73
0	05/28/2014	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	76.72
Transportation Total:						76.72
Fund Total:						60,206.62
73748	05/15/2014	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	27.15
73757	05/15/2014	License Center	Contract Maintenance	G & K Services	Mats	22.40
73757	05/15/2014	License Center	Contract Maintenance	G & K Services	Mats	22.40
Contract Maintenance Total:						71.95
0	05/15/2014	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	2,895.84
0	05/27/2014	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	2,970.68
Federal Income Tax Total:						5,866.52
0	05/15/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare Ei	418.89
0	05/15/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,791.16
0	05/27/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,787.68
0	05/27/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare Ei	418.09
FICA Employee Ded. Total:						4,415.82
0	05/15/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,791.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	418.89
0	05/27/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	418.09
0	05/27/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,787.68
FICA Employers Share Total:						4,415.82
73765	05/15/2014	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	955.00
HRA Employer Total:						955.00
73781	05/15/2014	License Center	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	38.46
73914	05/28/2014	License Center	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	38.46
HSA Employee Total:						76.92
73781	05/15/2014	License Center	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Empl	590.00
HSA Employer Total:						590.00
73920	05/28/2014	License Center	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 201	79.00
Life Ins. Employee Total:						79.00
73920	05/28/2014	License Center	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 201	72.72
Life Ins. Employer Total:						72.72
73920	05/28/2014	License Center	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 201	122.42
Long Term Disability Total:						122.42
73779	05/15/2014	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	2,340.44
Medical Ins Employee Total:						2,340.44
73779	05/15/2014	License Center	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	6,241.00
Medical Ins Employer Total:						6,241.00
0	05/28/2014	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.05.2014 Minnesota F	101.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Minnesota Benefit Ded Total:						101.67
73761	05/15/2014	License Center	Minor Equipment	Hewlett-Packard Company	TV Monitor/Media PC	662.00
Minor Equipment Total:						662.00
0	05/15/2014	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	303.96
0	05/27/2014	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	302.92
MN State Retirement Total:						606.88
0	05/15/2014	License Center	MND CP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MND CP De	50.00
0	05/27/2014	License Center	MND CP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MND CP De	46.98
MND CP Def Comp Total:						96.98
0	05/15/2014	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	46.03
0	05/15/2014	License Center	Office Supplies	St. Paul Stamp Works, Inc.	Replacement Pads	44.51
0	05/15/2014	License Center	Office Supplies	Target- CC	Office Supplies	48.69
0	05/15/2014	License Center	Office Supplies	Uline-CC	Office Supplies	103.50
Office Supplies Total:						242.73
0	05/15/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,841.98
0	05/27/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 PERA Catch	7.07
0	05/27/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,762.06
PERA Employee Ded Total:						3,611.11
0	05/15/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,841.98
0	05/15/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	294.71
0	05/27/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,762.06
0	05/27/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 PERA Empl	8.19
0	05/27/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	281.94
PERA Employer Share Total:						4,188.88
0	05/15/2014	License Center	Postage	USPS-CC	Postage	146.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Postage Total:						146.45
73686	05/08/2014	License Center	Professional Services	Linn Building Maintenance	General Cleaning-April	596.70
0	05/15/2014	License Center	Professional Services	Quicksilver Express Courier	Courier Service	216.47
Professional Services Total:						813.17
0	05/15/2014	License Center	Rental	Gaughan Properties	License Center Rent-June 2014	5,010.77
Rental Total:						5,010.77
0	05/15/2014	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	1,254.78
0	05/27/2014	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	1,278.50
State Income Tax Total:						2,533.28
0	05/28/2014	License Center	Transportation	Mary Dracy	Mileage Reimbursement	179.20
0	05/15/2014	License Center	Transportation	Bridget Koeckeritz	Mileage Reimbursement	143.36
Transportation Total:						322.56
0	05/08/2014	License Center	Utilities	Xcel Energy	Motor Vehicle	410.48
Utilities Total:						410.48
Fund Total:						43,994.57
73696	05/08/2014	Multi-Family&Housing Program	1840 Hamline Contractor Pymts	PGM	House Demolition-1840 Hamline	10,426.00
1840 Hamline Contractor Pymts Total:						10,426.00
73897	05/28/2014	Multi-Family&Housing Program	Professional Services	Kennedy & Graven, Chartered	Legal Services	721.50
Professional Services Total:						721.50
Fund Total:						11,147.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73758	05/15/2014	Municipal Community Band	Operating Supplies	Dave Hansen	Community Band Supplies Reimburse	58.98
73788	05/15/2014	Municipal Community Band	Operating Supplies	John Rusterholz	Band Concert Supplies Reimburseme	19.49
73721	05/08/2014	Municipal Community Band	Operating Supplies	Mary Stroeing	Community Band Budget Reimburser	1,056.61
Operating Supplies Total:						1,135.08
Fund Total:						1,135.08
73746	05/15/2014	Municipal Jazz Band	Operating Supplies	Ann Booth	Big Band Supplies Reimbursement	86.76
Operating Supplies Total:						86.76
Fund Total:						86.76
0	05/28/2014	P & R Contract Maintenance	Clothing	North Image Apparel, Inc.	Uniform Supplies	58.25
Clothing Total:						58.25
73668	05/08/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	Fire Sprinkler, Air Compressor Servic	468.50
0	05/15/2014	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	516.80
Contract Maintenance Total:						985.30
0	05/15/2014	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	2,137.17
0	05/27/2014	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	2,368.20
Federal Income Tax Total:						4,505.37
0	05/15/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	298.93
0	05/15/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,278.21
0	05/27/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,356.37
0	05/27/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	317.23
FICA Employee Ded. Total:						3,250.74
0	05/15/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	1,278.21
0	05/15/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	298.93
0	05/27/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	1,356.37
0	05/27/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	317.23

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
FICA Employers Share Total:						3,250.74
73765	05/15/2014	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Emplc	370.00
HRA Employer Total:						370.00
73781	05/15/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA WI En	34.62
73781	05/15/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Emplc	213.84
73914	05/28/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA WI En	32.55
73914	05/28/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Emplc	207.48
HSA Employee Total:						488.49
73781	05/15/2014	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	1,065.00
HSA Employer Total:						1,065.00
73920	05/28/2014	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	50.09
Life Ins. Employee Total:						50.09
73920	05/28/2014	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	66.66
Life Ins. Employer Total:						66.66
73920	05/28/2014	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	115.62
Long Term Disability Total:						115.62
73779	05/15/2014	P & R Contract Maintenance	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	675.02
Medical Ins Employee Total:						675.02
73779	05/15/2014	P & R Contract Maintenance	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	4,282.66
Medical Ins Employer Total:						4,282.66
0	05/15/2014	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	196.38
0	05/27/2014	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	197.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						394.11
0	05/15/2014	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	130.00
0	05/27/2014	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	130.00
MNDCP Def Comp Total:						260.00
0	05/08/2014	P & R Contract Maintenance	Operating Supplies	Bachmans Inc	Earth Day Supplies	77.90
73650	05/08/2014	P & R Contract Maintenance	Operating Supplies	Batteries Plus Bulbs	Ampitheater Alarm Battery	24.95
73658	05/08/2014	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Weed Whips	157.00
73658	05/08/2014	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Weed Whips Parts	19.48
0	05/08/2014	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Cleaning Supplies	462.67
0	05/08/2014	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Cleaning Supplies	735.00
0	05/08/2014	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Shipping/Handling	55.84
0	05/08/2014	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Cleaning Supplies	266.15
73661	05/08/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.12
73661	05/08/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.12
73661	05/08/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.12
73661	05/08/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.12
73665	05/08/2014	P & R Contract Maintenance	Operating Supplies	Davis Lock & Safe Inc	Key & Lock Supplies	228.00
73665	05/08/2014	P & R Contract Maintenance	Operating Supplies	Davis Lock & Safe Inc	Keys	44.99
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Dey Appliance-CC	Filters	31.96
73667	05/08/2014	P & R Contract Maintenance	Operating Supplies	Engraved Garden Path Markers Inc	Garden Markers	175.34
0	05/28/2014	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Paint & Safety Supplies	411.82
73670	05/08/2014	P & R Contract Maintenance	Operating Supplies	Harmon Auto Glass	Ampitheatre CP Light	480.00
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Home Depot- CC	Tile, Rivets	49.01
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Arboretum Supplies	42.04
73692	05/08/2014	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Ball Field Supplies	464.98
73692	05/08/2014	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Lighting	39.01
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Cleaning Supplies	32.06
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Locks, Bird Houses, Trail Lights	211.39
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Lights, Paint	46.44
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	O'Reilly Automotive Inc	3AMP Glass	3.31
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	O'Reilly Automotive Inc	Motor Oil	59.87
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	PTS Tool Supply-CC	Shop Tools	50.00
73704	05/08/2014	P & R Contract Maintenance	Operating Supplies	Rick Johnson's Deer & Beaver Inc.	Deer Removal	115.00
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - CC	Paint Supplies	133.14
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - CC	Door Paint	60.69
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - CC	Paint Supplies	77.48
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Target- CC	Sandisk	321.35
73728	05/08/2014	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	146.85
73730	05/08/2014	P & R Contract Maintenance	Operating Supplies	Twin City Saw Co	Pole, Saw Head	234.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	P & R Contract Maintenance	Operating Supplies	Twin City Saw-CCr	Chipping Helmet	64.99
73737	05/08/2014	P & R Contract Maintenance	Operating Supplies	Valley Athletics	Qty 25: Field Marking Paint (5 Gal)	974.75
73737	05/08/2014	P & R Contract Maintenance	Operating Supplies	Valley Athletics	Shipping/Handling	35.00
Operating Supplies Total:						6,365.84
0	05/15/2014	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,274.77
0	05/27/2014	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,325.28
PERA Employee Ded Total:						2,600.05
0	05/15/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	203.98
0	05/15/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	1,274.77
0	05/27/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	1,325.28
0	05/27/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	212.05
PERA Employer Share Total:						3,016.08
73778	05/15/2014	P & R Contract Maintenance	Professional Services	Multicare Associates	Medical Services	20.00
0	05/08/2014	P & R Contract Maintenance	Professional Services	Prowire, Inc.	Annual Security Monitoring	444.00
Professional Services Total:						464.00
0	05/15/2014	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	998.56
0	05/27/2014	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	1,058.45
State Income Tax Total:						2,057.01
73919	05/28/2014	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	213.30
73724	05/08/2014	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones Acct: 876644423	28.70
73797	05/15/2014	P & R Contract Maintenance	Telephone	Verizon Wireless	Cell Phones	35.01
Telephone Total:						277.01
73770	05/15/2014	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Unioi	262.00
Union Dues Deduction Total:						262.00
73667	05/08/2014	P & R Contract Maintenance	Use Tax Payable	Engraved Garden Path Markers Inc	Sales/Use Tax	-0.14
0	05/28/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.14
0	05/28/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.33

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/28/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-2.20
0	05/28/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.13
0	05/28/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.15
Use Tax Payable Total:						-3.09
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Foundation Shelter	71.47
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Shelter-2555 Dale St	35.33
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	1,382.04
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Lions Shelter	45.63
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Arboretum	175.61
0	05/28/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Jaycees Shelter	387.36
Utilities Total:						2,097.44
73681	05/08/2014	P & R Contract Maintenance	Vehicle Supplies	Lano Equipment, Inc.	Ball Field Drag	189.46
Vehicle Supplies Total:						189.46
Fund Total:						37,143.85
0	05/08/2014	Park Renewal 2011	Professional Services	Arizona State University	Best Value Education	10,000.00
0	05/08/2014	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program Consultants	1,824.00
0	05/08/2014	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program Consultants	768.00
0	05/08/2014	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program Consultants	14,839.92
0	05/08/2014	Park Renewal 2011	Professional Services	Muska Electric Co	Wire Locate at CP Vic. Ballfields for 1	1,359.41
73718	05/08/2014	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Natural Resource Consultant	2,031.50
73718	05/08/2014	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Langton Lake Restoration	1,758.00
73718	05/08/2014	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Natural Resource Consultant	3,712.00
Professional Services Total:						36,292.83
Fund Total:						36,292.83
73854	05/21/2014	Pathway Maintenance Fund	Operating Supplies	Keller Fence Company, Inc.	Fence Repair	2,640.00
0	05/15/2014	Pathway Maintenance Fund	Operating Supplies	Menards-CC	Mailbox Supplies	448.05
73795	05/15/2014	Pathway Maintenance Fund	Operating Supplies	Upper Cut Tree Service	Tree Removal	1,700.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Operating Supplies Total:						4,788.05
Fund Total:						4,788.05
0	05/15/2014	Police - DWI Enforcement	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	150.34
Federal Income Tax Total:						150.34
0	05/15/2014	Police - DWI Enforcement	FICA Employee Ded	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	17.43
FICA Employee Ded Total:						17.43
0	05/15/2014	Police - DWI Enforcement	FICA Employer Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	17.43
FICA Employer Share Total:						17.43
73779	05/15/2014	Police - DWI Enforcement	HCMA Insurance Ded	NJPA	Health Insurance Premium-May 2014	6.27
HCMA Insurance Ded Total:						6.27
73781	05/15/2014	Police - DWI Enforcement	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	21.59
HSA Employee Total:						21.59
73781	05/15/2014	Police - DWI Enforcement	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	38.62
HSA Employer Total:						38.62
73920	05/28/2014	Police - DWI Enforcement	Life Insurance	Standard Insurance Company	Life Insurance Premium for May 2014	3.12
Life Insurance Total:						3.12
73920	05/28/2014	Police - DWI Enforcement	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	5.69
Long Term Disability Total:						5.69
73779	05/15/2014	Police - DWI Enforcement	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	216.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employer Total:	216.90
0	05/15/2014	Police - DWI Enforcement	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	12.83
					MN State Retirement Total:	12.83
0	05/15/2014	Police - DWI Enforcement	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	5.74
					MNDCP Def Comp Total:	5.74
0	05/15/2014	Police - DWI Enforcement	PERA	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	130.97
					PERA Total:	130.97
0	05/15/2014	Police - DWI Enforcement	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	196.45
					PERA Employer Share Total:	196.45
73745	05/15/2014	Police - DWI Enforcement	Professional Services	Baycom, Inc	Surveillance Supplies	258.15
0	05/15/2014	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn I	Vehicle Forfeiture	332.50
73723	05/08/2014	Police - DWI Enforcement	Professional Services	Josephine Surma	Alcohol Compliance Checker	97.50
					Professional Services Total:	688.15
0	05/15/2014	Police - DWI Enforcement	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	54.69
					State Income Tax Total:	54.69
0	05/15/2014	Police - DWI Enforcement	Union Dues	LELS	PR Batch 00001.05.2014 Lels Union	12.25
0	05/15/2014	Police - DWI Enforcement	Union Dues	MN Teamsters #320	PR Batch 00001.05.2014 Local 320 U	10.91
					Union Dues Total:	23.16
					Fund Total:	1,589.38
0	05/15/2014	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	35.00
0	05/27/2014	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	499.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						534.12
0	05/15/2014	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	2.97
0	05/27/2014	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	54.67
FICA Employee Ded. Total:						57.64
0	05/15/2014	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	2.97
0	05/27/2014	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	54.67
FICA Employers Share Total:						57.64
73781	05/15/2014	Police Grants	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	1.71
73914	05/28/2014	Police Grants	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	56.45
HSA Employee Total:						58.16
73781	05/15/2014	Police Grants	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	9.87
HSA Employer Total:						9.87
73920	05/28/2014	Police Grants	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 201	9.74
Life Ins. Employee Total:						9.74
73920	05/28/2014	Police Grants	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 201	0.40
Life Ins. Employer Total:						0.40
73920	05/28/2014	Police Grants	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 201	0.67
Long Term Disability Total:						0.67
73779	05/15/2014	Police Grants	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	18.02
Medical Ins Employer Total:						18.02
0	05/15/2014	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	2.09
0	05/27/2014	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	39.23

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						41.32
0	05/15/2014	Police Grants	MND CP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MND CP De	1.24
0	05/27/2014	Police Grants	MND CP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MND CP De	121.13
MND CP Def Comp Total:						122.37
0	05/15/2014	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	21.32
0	05/27/2014	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	400.04
PERA Employee Ded Total:						421.36
0	05/15/2014	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	31.98
0	05/27/2014	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	600.05
PERA Employer Share Total:						632.03
0	05/15/2014	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	11.42
0	05/27/2014	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	188.73
State Income Tax Total:						200.15
0	05/15/2014	Police Grants	Union Dues Deduction	LELS	PR Batch 00001.05.2014 Lels Union	2.22
Union Dues Deduction Total:						2.22
Fund Total:						2,165.71
73743	05/15/2014	Police Forfeiture Fund	Professional Services	3SI Security Systems, Inc.	Security Equipment	230.00
73657	05/08/2014	Police Forfeiture Fund	Professional Services	CDW Government, Inc.	Logi Wireless	46.43
0	05/15/2014	Police Forfeiture Fund	Professional Services	Collins Electrical Construction Co.	Light Fixture Installation	675.00
Professional Services Total:						951.43
Fund Total:						951.43
73760	05/15/2014	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Vehicle Updating	488.44
73760	05/15/2014	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Vehicle Updating	130.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73760	05/15/2014	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Vehicle Updating	1,192.86
73760	05/15/2014	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Vehicle Updating	664.93
Vehicles & Equipment Total:						2,476.43
Fund Total:						2,476.43
73646	05/08/2014	Recreation Fund	Contract Maintenance	Arena Services and Products, LLC	Dasher Board Cleaning	595.00
73686	05/08/2014	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-April	1,006.53
0	05/15/2014	Recreation Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	275.40
0	05/21/2014	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	54.00
Contract Maintenance Total:						1,930.93
73686	05/08/2014	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-April	798.66
Contract Maintenance Total:						798.66
0	05/15/2014	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	4,577.63
0	05/27/2014	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	4,148.17
Federal Income Tax Total:						8,725.80
73884	05/28/2014	Recreation Fund	Fee Program Revenue	Camp Quest of MN	Key Deposit Refund	25.00
73771	05/15/2014	Recreation Fund	Fee Program Revenue	Barbara Lovness	Evergreen Tree Refund	45.00
Fee Program Revenue Total:						70.00
0	05/15/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	806.45
0	05/15/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	3,448.17
0	05/27/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	717.06
0	05/27/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	3,066.08
FICA Employee Ded. Total:						8,037.76
0	05/15/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	3,448.17
0	05/15/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	806.45
0	05/27/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	717.06
0	05/27/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	3,066.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	8,037.76
73765	05/15/2014	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Emplc	933.00
					HRA Employer Total:	933.00
73781	05/15/2014	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Emplc	330.19
73914	05/28/2014	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Emplc	314.57
					HSA Employee Total:	644.76
73781	05/15/2014	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	945.00
					HSA Employer Total:	945.00
0	05/15/2014	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	525.00
0	05/28/2014	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	632.38
					ICMA Def Comp Total:	1,157.38
73920	05/28/2014	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	135.06
					Life Ins. Employee Total:	135.06
73920	05/28/2014	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	96.96
					Life Ins. Employer Total:	96.96
73920	05/28/2014	Recreation Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	208.07
					Long Term Disability Total:	208.07
73779	05/15/2014	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	1,108.33
					Medical Ins Employee Total:	1,108.33
73779	05/15/2014	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	8,037.46
					Medical Ins Employer Total:	8,037.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/08/2014	Recreation Fund	Memberships & Subscriptions	DMX, Inc.	Skating Center Music	146.97
0	05/08/2014	Recreation Fund	Memberships & Subscriptions	Mark Emme	Volleyball Tournament Fees Reimbur	165.00
Memberships & Subscriptions Total:						311.97
73662	05/08/2014	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	58.32
73673	05/08/2014	Recreation Fund	Merchandise for Sale	Hermel Food Service	Food for Resale	975.64
Merchandise for Sale Total:						1,033.96
0	05/15/2014	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.05.2014 Minnesota F	335.84
0	05/28/2014	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.05.2014 Minnesota F	335.84
Minnesota Benefit Ded Total:						671.68
0	05/15/2014	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	404.31
0	05/27/2014	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	398.31
MN State Retirement Total:						802.62
0	05/15/2014	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	1,270.00
0	05/27/2014	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	1,400.98
MNDCP Def Comp Total:						2,670.98
0	05/08/2014	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	46.24
0	05/15/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	389.81
0	05/15/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	131.09
Office Supplies Total:						567.14
0	05/15/2014	Recreation Fund	Operating Supplies	Admit One Products-CC	Wristbands	77.91
0	05/15/2014	Recreation Fund	Operating Supplies	Bearing Point-CC	Oil Seal	39.05
0	05/15/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Tapping Time Supplies	111.29
0	05/15/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Tapping Time Supplies	107.44
0	05/15/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Oval Artists Hospitality Supplies	104.27
0	05/15/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Oval Artists Hospitality Supplies	42.21
0	05/15/2014	Recreation Fund	Operating Supplies	Fed Ex Kinko's-CC	Poster Lamination, Programs	99.02
0	05/08/2014	Recreation Fund	Operating Supplies	Fikes, Inc.	Restroom Supplies	564.19
0	05/21/2014	Recreation Fund	Operating Supplies	Grainger Inc	Duct Tape	36.00
0	05/21/2014	Recreation Fund	Operating Supplies	Grainger Inc	Fuses	14.55
0	05/21/2014	Recreation Fund	Operating Supplies	Grainger Inc	Plugs	68.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/08/2014	Recreation Fund	Operating Supplies	Grainger Inc	Tape	19.55
73669	05/08/2014	Recreation Fund	Operating Supplies	Groth Music	Harmonica	33.07
73669	05/08/2014	Recreation Fund	Operating Supplies	Groth Music	Band Supplies	408.05
73669	05/08/2014	Recreation Fund	Operating Supplies	Groth Music	Band Supplies	69.47
73669	05/08/2014	Recreation Fund	Operating Supplies	Groth Music	Band Supplies	65.25
0	05/15/2014	Recreation Fund	Operating Supplies	Jo-Ann Fabrics-CC	Program & Camp Supplies	47.33
0	05/15/2014	Recreation Fund	Operating Supplies	Liberts-CC	Ice Show Costumes	584.46
0	05/15/2014	Recreation Fund	Operating Supplies	Little Caesars-CC	Artists at the Oval Hospitality Supplie	33.21
0	05/15/2014	Recreation Fund	Operating Supplies	Michaels-CC	Program & Camp Supplies	93.53
0	05/15/2014	Recreation Fund	Operating Supplies	Michaels-CC	Program & Camp Supplies	26.33
0	05/15/2014	Recreation Fund	Operating Supplies	Mills Fleet Farm-CC	Handle	9.63
0	05/15/2014	Recreation Fund	Operating Supplies	Mills Fleet Farm-CC	Tire Gauge	3.85
0	05/15/2014	Recreation Fund	Operating Supplies	NAPA Auto Parts-CC	Heater Hose	8.76
0	05/15/2014	Recreation Fund	Operating Supplies	Office Depot- CC	Credit	-7.49
73862	05/21/2014	Recreation Fund	Operating Supplies	Pickelball Stuff	Pickelball Supplies	61.00
0	05/15/2014	Recreation Fund	Operating Supplies	Shoreview Park & Rec-CC	Swimming Field Trip	66.24
0	05/15/2014	Recreation Fund	Operating Supplies	Staples-CC	Credit	-6.84
0	05/15/2014	Recreation Fund	Operating Supplies	Stormcloud Trading-CC	Program & Camp Supplies	32.30
0	05/15/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Fasteners	13.06
0	05/15/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Screws	8.29
0	05/15/2014	Recreation Fund	Operating Supplies	Target- CC	Oval Artists Hospitality Supplies	77.86
0	05/15/2014	Recreation Fund	Operating Supplies	Ticket Printing.com-CC	Ice Show Tickets	153.64
73733	05/08/2014	Recreation Fund	Operating Supplies	Universal Athletic Service, Inc.	Softballs	3,495.08
0	05/15/2014	Recreation Fund	Operating Supplies	UPS Store- CC	Oil Sample Shipping	10.52
0	05/15/2014	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costumes	35.99
73739	05/08/2014	Recreation Fund	Operating Supplies	Wheeler Hardware Company	Door Sweep	13.34
Operating Supplies Total:						6,620.13
0	05/15/2014	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	2,852.08
0	05/27/2014	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	2,753.12
PERA Employee Ded Total:						5,605.20
0	05/15/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	2,852.08
0	05/15/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	456.35
0	05/27/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	2,753.12
0	05/27/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	440.50
PERA Employer Share Total:						6,502.05
0	05/15/2014	Recreation Fund	Printing	Roseville Area Schools	Summer Spectacular Printing	199.00
0	05/15/2014	Recreation Fund	Printing	Roseville Area Schools	Summer Spectacular Printing	197.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Printing Total:						396.15
73744	05/15/2014	Recreation Fund	Professional Services	AARP	AARP Driving Class	200.00
73644	05/08/2014	Recreation Fund	Professional Services	AARP	AARP Driving Class	370.00
73643	05/08/2014	Recreation Fund	Professional Services	AARP	AARP Driving Class	315.00
73766	05/15/2014	Recreation Fund	Professional Services	B. Patricia Jemie	Stretch & Strength Instruction	144.00
0	05/15/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	1,023.00
0	05/15/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	2,755.00
0	05/08/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	442.00
73859	05/21/2014	Recreation Fund	Professional Services	Morsound	50% Deposit for Announcing Service	175.00
73778	05/15/2014	Recreation Fund	Professional Services	Multicare Associates	Medical Services	20.00
73699	05/08/2014	Recreation Fund	Professional Services	Precision Forms	Rosevest Button Brochures	510.00
73783	05/15/2014	Recreation Fund	Professional Services	Prime Time Painting & Drywall	Preschool Gymnastics Painting of Cul	1,000.00
73864	05/21/2014	Recreation Fund	Professional Services	Prime Time Painting & Drywall	Cabinet Painting	200.00
73867	05/21/2014	Recreation Fund	Professional Services	Roseville Figure Skating Club	Concession Staff During Ice Show W	672.00
73711	05/08/2014	Recreation Fund	Professional Services	Steve Shields	2014 Ice Show Announcer	250.00
73712	05/08/2014	Recreation Fund	Professional Services	Sue Shields	2014 Ice Show Backstage/Volunteer C	100.00
73741	05/08/2014	Recreation Fund	Professional Services	Mike Wittmann	Ice Show Music Director-2014	250.00
Professional Services Total:						8,426.00
73734	05/08/2014	Recreation Fund	Rental	Urban Communications, LLC	Followspot Lamps	1,407.32
Rental Total:						1,407.32
0	05/15/2014	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	1,956.49
0	05/27/2014	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	1,778.12
State Income Tax Total:						3,734.61
73919	05/28/2014	Recreation Fund	Telephone	Sprint	Cell Phones	106.03
73724	05/08/2014	Recreation Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	184.77
Telephone Total:						290.80
0	05/15/2014	Recreation Fund	Transportation	Matt David	Mileage Reimbursement	68.32
0	05/08/2014	Recreation Fund	Transportation	Lauren Deal	Mileage Reimbursement	81.20
Transportation Total:						149.52
73770	05/15/2014	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Unioi	98.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Union Dues Deduction Total:						98.25
0	05/08/2014	Recreation Fund	Use Tax Payable	Fikes, Inc.	Sales/Use Tax	-3.14
73669	05/08/2014	Recreation Fund	Use Tax Payable	Groth Music	Sales/Use Tax	-2.13
73669	05/08/2014	Recreation Fund	Use Tax Payable	Groth Music	Sales/Use Tax	-26.25
73669	05/08/2014	Recreation Fund	Use Tax Payable	Groth Music	Sales/Use Tax	-4.47
73686	05/08/2014	Recreation Fund	Use Tax Payable	Linn Building Maintenance	Sales/Use Tax	-5.91
0	05/21/2014	Recreation Fund	Use Tax Payable	Xcel Energy	Sales/Use Tax	-56.82
0	05/08/2014	Recreation Fund	Use Tax Payable	Xcel Energy	Sales/Use Tax	-81.08
Use Tax Payable Total:						-179.80
0	05/21/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Oval	604.05
0	05/21/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Ice Arena	9,678.94
0	05/08/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Oval	2,396.32
0	05/08/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Ice Arena	13,810.90
Utilities Total:						26,490.21
Fund Total:						106,465.72
0	05/15/2014	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for April 2	5,739.27
Employer Insurance Total:						5,739.27
73899	05/28/2014	Risk Management	Water Department Claims	League of MN Cities	LMCIT Claim: C0030304	600.00
73800	05/15/2014	Risk Management	Water Department Claims	Xcel Energy	Claim Number: 1175231501	416.66
Water Department Claims Total:						1,016.66
Fund Total:						6,755.93
73898	05/28/2014	Sanitary Sewer	Accounts Payable	CAROL KOESTER	Refund Check	6.99
73900	05/28/2014	Sanitary Sewer	Accounts Payable	KATHERINE LENZ	Refund Check	8.46
73714	05/08/2014	Sanitary Sewer	Accounts Payable	LORRAINE SOBANIA	Refund Check	11.40
73922	05/28/2014	Sanitary Sewer	Accounts Payable	HARVEY & JEAN STEWART	Refund Check	5.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Accounts Payable Total:						32.48
73742	05/15/2014	Sanitary Sewer	Cleanup Assistance	24Restore	Water Damage Mitigation Service @	2,354.19
73742	05/15/2014	Sanitary Sewer	Cleanup Assistance	24Restore	Water Damage Mitigation Service @	2,944.19
73877	05/28/2014	Sanitary Sewer	Cleanup Assistance	24Restore	Water Damage Mitigation-2803 Virgi	1,087.98
Cleanup Assistance Total:						6,386.36
73929	05/28/2014	Sanitary Sewer	Contract Maintenance	Upper Cut Tree Service	Tree Removal	425.00
Contract Maintenance Total:						425.00
0	05/15/2014	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	1,296.04
0	05/27/2014	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	1,258.82
Federal Income Tax Total:						2,554.86
0	05/15/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	177.18
0	05/15/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	757.60
0	05/27/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	734.86
0	05/27/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	171.87
FICA Employee Ded. Total:						1,841.51
0	05/15/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	757.60
0	05/15/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	177.18
0	05/27/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	734.86
0	05/27/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	171.87
FICA Employers Share Total:						1,841.51
73765	05/15/2014	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	454.00
HRA Employer Total:						454.00
0	05/15/2014	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	35.00
0	05/28/2014	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	35.00
ICMA Def Comp Total:						70.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73920	05/28/2014	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	6.48
73920	05/28/2014	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	23.04
Life Ins. Employee Total:						29.52
73920	05/28/2014	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	32.36
Life Ins. Employer Total:						32.36
73920	05/28/2014	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	50.30
Long Term Disability Total:						50.30
73779	05/15/2014	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	1,120.00
Medical Ins Employee Total:						1,120.00
73779	05/15/2014	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	2,614.98
Medical Ins Employer Total:						2,614.98
73777	05/15/2014	Sanitary Sewer	Memberships & Subscriptions	MPCA	Wastewater Certification Renewal-L.	23.00
Memberships & Subscriptions Total:						23.00
73887	05/28/2014	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	2nd Quarter PACAL Sewer Payment	610.34
0	05/15/2014	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Service	221,958.80
Metro Waste Control Board Total:						222,569.14
0	05/28/2014	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.05.2014 Minnesota F	3.36
Minnesota Benefit Ded Total:						3.36
73891	05/28/2014	Sanitary Sewer	Miscellaneous Expense	Carol Dauner	Met Council Grant Reimbursement-S	1,116.67
73907	05/28/2014	Sanitary Sewer	Miscellaneous Expense	Molly Meyer	Sanitary Sewer Repair Reimbursemer	2,500.00
73910	05/28/2014	Sanitary Sewer	Miscellaneous Expense	Ed Obeda	Sanitary Sewer Repair Reimbursemer	1,464.44
Miscellaneous Expense Total:						5,081.11
0	05/15/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	125.92

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	122.23
MN State Retirement Total:						248.15
0	05/15/2014	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	126.34
0	05/27/2014	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	126.12
MNDCP Def Comp Total:						252.46
73764	05/15/2014	Sanitary Sewer	Office Supplies	Impressive Print	Carbonless Leave Time Request Form	85.00
73677	05/08/2014	Sanitary Sewer	Office Supplies	Impressive Print	Business Cards-Coone	35.00
Office Supplies Total:						120.00
73881	05/28/2014	Sanitary Sewer	Operating Supplies	Batteries Plus Bulbs	Batteries	45.90
0	05/08/2014	Sanitary Sewer	Operating Supplies	Ecoenvelopes, LLC	Utility Billing Envelopes	145.26
0	05/28/2014	Sanitary Sewer	Operating Supplies	Fastenal Company Inc.	Paint & Safety Supplies	177.84
0	05/15/2014	Sanitary Sewer	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	344.75
73677	05/08/2014	Sanitary Sewer	Operating Supplies	Impressive Print	Business Cards-Zweber, Coone	70.00
0	05/28/2014	Sanitary Sewer	Operating Supplies	Intereum, Inc.	Chairs	341.23
0	05/28/2014	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Hose Supplies	678.85
0	05/28/2014	Sanitary Sewer	Operating Supplies	Viking Industrial Center	Vests, Jackets, Pants	470.40
Operating Supplies Total:						2,274.23
0	05/15/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	787.10
0	05/27/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	763.86
PERA Employee Ded Total:						1,550.96
0	05/15/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	125.92
0	05/15/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	787.10
0	05/27/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	763.86
0	05/27/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	122.23
PERA Employer Share Total:						1,799.11
73697	05/08/2014	Sanitary Sewer	Postage	Postmaster- Mailing Requirements	Postage	2,000.00
Postage Total:						2,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/28/2014	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing-March 2014	202.41
0	05/28/2014	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing-Jan 2014	152.48
0	05/28/2014	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing-Apr 2014	249.14
Professional Services Total:						604.03
0	05/15/2014	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	560.58
0	05/27/2014	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	537.60
State Income Tax Total:						1,098.18
73919	05/28/2014	Sanitary Sewer	Telephone	Sprint	Cell Phones	152.26
73724	05/08/2014	Sanitary Sewer	Telephone	T Mobile	Mobile Data Cards-Acct: 771707201	79.98
Telephone Total:						232.24
73770	05/15/2014	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Unioi	124.46
Union Dues Deduction Total:						124.46
0	05/21/2014	Sanitary Sewer	Utilities	Xcel Energy	Sewer	130.05
0	05/08/2014	Sanitary Sewer	Utilities	Xcel Energy	Sewer	115.47
Utilities Total:						245.52
Fund Total:						255,678.83
73705	05/08/2014	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	15.00
Operating Supplies Total:						15.00
Fund Total:						15.00
0	05/15/2014	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	84.93
0	05/27/2014	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	84.93
Federal Income Tax Total:						169.86
0	05/15/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	48.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	11.33
0	05/27/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	48.45
0	05/27/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	11.32
FICA Employee Ded. Total:						119.55
0	05/15/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	48.45
0	05/15/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	11.33
0	05/27/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	48.45
0	05/27/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	11.32
FICA Employers Share Total:						119.55
73781	05/15/2014	Solid Waste Recycle	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Empl	60.00
HSA Employer Total:						60.00
73920	05/28/2014	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	2.43
Life Ins. Employer Total:						2.43
73920	05/28/2014	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	5.28
Long Term Disability Total:						5.28
73779	05/15/2014	Solid Waste Recycle	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	109.56
Medical Ins Employer Total:						109.56
0	05/15/2014	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	7.68
0	05/27/2014	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	7.68
MN State Retirement Total:						15.36
0	05/15/2014	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Empl	48.00
0	05/27/2014	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Empl	48.00
PERA Employee Ded Total:						96.00
0	05/15/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Empl	48.00
0	05/15/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	7.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	48.00
0	05/27/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	7.68
PERA Employer Share Total:						111.36
73880	05/28/2014	Solid Waste Recycle	Professional Services	Association of Recycling Managers	Annual Membership & Workshop Re	45.00
73654	05/08/2014	Solid Waste Recycle	Professional Services	BRO-TEX, INC.	Clean Up Day Supplies	250.00
0	05/15/2014	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	34,321.20
73684	05/08/2014	Solid Waste Recycle	Professional Services	Lightning Disposal, Inc.	Clean-Up Day Sipplies	2,546.00
0	05/15/2014	Solid Waste Recycle	Professional Services	The Retrofit Companies Inc	Electronics Recycling	810.00
Professional Services Total:						37,972.20
0	05/15/2014	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	39.42
0	05/27/2014	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	39.42
State Income Tax Total:						78.84
Fund Total:						38,859.99
0	05/08/2014	Special "10" Fund	Professional Service	No Suburban Community Foundati	Remit Proceeds	22,000.00
Professional Service Total:						22,000.00
Fund Total:						22,000.00
73762	05/15/2014	Storm Drainage	2013 Drainage Improvements	Hydromethods, LLC	Drainage Analysis-Sherren-Dellwood	980.00
73762	05/15/2014	Storm Drainage	2013 Drainage Improvements	Hydromethods, LLC	Drainage Analysis-Sherren-Dellwood	350.00
2013 Drainage Improvements Total:						1,330.00
0	05/28/2014	Storm Drainage	Evergreen Park Drainage Improv	SRF Consulting Group, Inc.	Evergreen Park Underground Storage	6,048.21
Evergreen Park Drainage Improv Total:						6,048.21
0	05/15/2014	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	1,017.82
0	05/27/2014	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	1,034.34

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						2,052.16
0	05/15/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	158.38
0	05/15/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	677.21
0	05/27/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	684.50
0	05/27/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	160.10
FICA Employee Ded. Total:						1,680.19
0	05/15/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	677.21
0	05/15/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	158.38
0	05/27/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	684.50
0	05/27/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	160.10
FICA Employers Share Total:						1,680.19
73781	05/15/2014	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Empl	140.00
HSA Employer Total:						140.00
73920	05/28/2014	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 201	13.50
Life Ins. Employee Total:						13.50
73920	05/28/2014	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 201	39.33
Life Ins. Employer Total:						39.33
73920	05/28/2014	Storm Drainage	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 201	63.61
Long Term Disability Total:						63.61
73779	05/15/2014	Storm Drainage	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	255.63
Medical Ins Employer Total:						255.63
0	05/15/2014	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	104.58
0	05/27/2014	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	105.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MN State Retirement Total:						210.34
0	05/15/2014	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	10.00
0	05/27/2014	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	10.00
MNDCP Def Comp Total:						20.00
73764	05/15/2014	Storm Drainage	Office Supplies	Impressive Print	Carbonless Leave Time Request Form	85.00
0	05/08/2014	Storm Drainage	Office Supplies	Innovative Office Solutions	Office Supplies	24.46
Office Supplies Total:						109.46
73750	05/15/2014	Storm Drainage	Operating Supplies	Central Landscape Supply	Wheelbarrows	249.33
0	05/15/2014	Storm Drainage	Operating Supplies	Certified Laboratories-CC	Cleaning Supplies	448.04
0	05/08/2014	Storm Drainage	Operating Supplies	Ecoenvelopes, LLC	Utility Billing Envelopes	145.27
0	05/21/2014	Storm Drainage	Operating Supplies	General Industrial Supply Co.	PMX Extreme	23.16
0	05/08/2014	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Street Supplies	358.49
73785	05/15/2014	Storm Drainage	Operating Supplies	Q3 Contracting, Inc.	Sign, Cone, Barricade Rental	192.65
73702	05/08/2014	Storm Drainage	Operating Supplies	Q3 Contracting, Inc.	Sign, Barricade Rental	105.70
0	05/15/2014	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Anti Freeze	19.96
73927	05/28/2014	Storm Drainage	Operating Supplies	Truenorth Steel, Inc.	Trash Guard	399.60
Operating Supplies Total:						1,942.20
0	05/15/2014	Storm Drainage	Other Improvements	Hydrocad-CC	Stormwater Modeling Software	995.00
Other Improvements Total:						995.00
0	05/15/2014	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	653.57
0	05/27/2014	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	661.00
PERA Employee Ded Total:						1,314.57
0	05/15/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	653.57
0	05/15/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	104.58
0	05/27/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	661.00
0	05/27/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	105.76
PERA Employer Share Total:						1,524.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73697	05/08/2014	Storm Drainage	Postage	Postmaster- Mailing Requirements	Postage	2,000.00
Postage Total:						2,000.00
0	05/28/2014	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing-March 2014	202.40
0	05/28/2014	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing-Jan 2014	152.48
0	05/28/2014	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing-Apr 2014	249.13
73762	05/15/2014	Storm Drainage	Professional Services	Hydromethods, LLC	Drainage Analysis-Manson-Troseth	175.00
73703	05/08/2014	Storm Drainage	Professional Services	Ramsey County	Bridge Inspections	380.00
0	05/28/2014	Storm Drainage	Professional Services	SEH, Inc	Engineer Service	348.57
Professional Services Total:						1,507.58
0	05/15/2014	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	470.46
0	05/27/2014	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	478.22
State Income Tax Total:						948.68
73919	05/28/2014	Storm Drainage	Telephone	Sprint	Cell Phones	128.38
Telephone Total:						128.38
73770	05/15/2014	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Unioi	131.00
Union Dues Deduction Total:						131.00
0	05/28/2014	Storm Drainage	Utilities	Xcel Energy	Arona Lift Station	213.15
Utilities Total:						213.15
Fund Total:						24,348.09
0	05/15/2014	Street Construction	2014 Mill & Overlay	American Engineering Testing, Inc.	Geotech Exploration Report	700.00
2014 Mill & Overlay Total:						700.00
Fund Total:						700.00
0	05/15/2014	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	474.03

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	465.98
Federal Income Tax Total:						940.01
0	05/15/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	93.67
0	05/15/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	400.53
0	05/27/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	401.79
0	05/27/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	93.97
FICA Employee Ded. Total:						989.96
0	05/15/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	400.53
0	05/15/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	93.67
0	05/27/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	93.97
0	05/27/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	401.79
FICA Employers Share Total:						989.96
73765	05/15/2014	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	161.50
HRA Employer Total:						161.50
73781	05/15/2014	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	8.18
73914	05/28/2014	Telecommunications	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	8.17
HSA Employee Total:						16.35
73781	05/15/2014	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Empl	50.00
HSA Employer Total:						50.00
73920	05/28/2014	Telecommunications	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 201	31.62
Life Ins. Employee Total:						31.62
73920	05/28/2014	Telecommunications	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 201	17.82
Life Ins. Employer Total:						17.82
73920	05/28/2014	Telecommunications	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 201	42.53

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Long Term Disability Total:	42.53
73779	05/15/2014	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	260.14
					Medical Ins Employee Total:	260.14
73779	05/15/2014	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	743.00
					Medical Ins Employer Total:	743.00
0	05/15/2014	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	65.19
0	05/27/2014	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	65.26
					MN State Retirement Total:	130.45
0	05/15/2014	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	334.99
0	05/27/2014	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	458.67
					MNDCP Def Comp Total:	793.66
0	05/15/2014	Telecommunications	Operating Supplies	Zerbee-CC	Coffee Supplies	11.41
					Operating Supplies Total:	11.41
0	05/15/2014	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	407.38
0	05/27/2014	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	407.86
					PERA Employee Ded Total:	815.24
0	05/15/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	65.19
0	05/15/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	407.38
0	05/27/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	407.86
0	05/27/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	65.26
					PERA Employer Share Total:	945.69
0	05/08/2014	Telecommunications	Professional Services	North Suburban Access Corp	Monthly Production Services-April	1,419.00
					Professional Services Total:	1,419.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/15/2014	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	218.86
0	05/27/2014	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	214.97
State Income Tax Total:						433.83
Fund Total:						8,792.17
73754	05/15/2014	Telephone	CAP - Capital Equip Recovery	Datalink	Telephone-Voice Mail	4,552.50
CAP - Capital Equip Recovery Total:						4,552.50
73749	05/15/2014	Telephone	Contract Maintenance	CDW Government, Inc.		7,896.00
Contract Maintenance Total:						7,896.00
73659	05/08/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink QCC	Telephone	8.81
73659	05/08/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink QCC	Telephone	97.89
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	89.80
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	54.90
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	209.44
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	308.40
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	161.04
73751	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
73846	05/21/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	37.76
73846	05/21/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	106.38
73851	05/21/2014	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	339.11
73678	05/08/2014	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	3,017.40
73799	05/15/2014	Telephone	PSTN-PRI Access/DID Allocation	Wimactel Inc.	Payphone Advantage	64.13
PSTN-PRI Access/DID Allocation Total:						4,581.12
Fund Total:						17,029.62
73878	05/28/2014	Water Fund	Accounts Payable	ADVISORS REALTY INC.	Refund Check	71.09
73651	05/08/2014	Water Fund	Accounts Payable	DIANNE BERGERN	Refund Check	268.71
73883	05/28/2014	Water Fund	Accounts Payable	IRMA BREMER TRUST BILL PAY	Refund Check	167.62
73655	05/08/2014	Water Fund	Accounts Payable	MEAGAN BROWN	Refund Check	81.70
73885	05/28/2014	Water Fund	Accounts Payable	CENTRUY 21 PASTRANA TEAM	Refund Check	202.76
73886	05/28/2014	Water Fund	Accounts Payable	PAUL CHARA JR	Refund Check	106.22
73889	05/28/2014	Water Fund	Accounts Payable	ADAM & ELANA CLOUTIER & J	Refund Check	9.52

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73890	05/28/2014	Water Fund	Accounts Payable	BARBARA DANIELS	Refund Check	12.78
73893	05/28/2014	Water Fund	Accounts Payable	SUSAN DUNN	Refund Check	48.39
73672	05/08/2014	Water Fund	Accounts Payable	ROBERT HENGELFELT	Refund Check	18.26
73676	05/08/2014	Water Fund	Accounts Payable	IH2 PROPERTIES ILLINOIS LP.	Refund Check	106.98
73896	05/28/2014	Water Fund	Accounts Payable	ESTHER NOLL JUSTIN KRUSE	Refund Check	129.65
73679	05/08/2014	Water Fund	Accounts Payable	ARTHUR KALEN	Refund Check	60.00
73898	05/28/2014	Water Fund	Accounts Payable	CAROL KOESTER	Refund Check	22.37
73900	05/28/2014	Water Fund	Accounts Payable	KATHERINE LENZ	Refund Check	36.54
73902	05/28/2014	Water Fund	Accounts Payable	ERIKA MACKINNON	Refund Check	42.95
73688	05/08/2014	Water Fund	Accounts Payable	CAROL MALISZEWSKI	Refund Check	129.64
73690	05/08/2014	Water Fund	Accounts Payable	KAITLYN MCCLELLAND	Refund Check	90.76
73904	05/28/2014	Water Fund	Accounts Payable	BRIAN MERCHANT	Refund Check	137.72
73905	05/28/2014	Water Fund	Accounts Payable	BRUCE MESKILL	Refund Check	110.09
73691	05/08/2014	Water Fund	Accounts Payable	BRUCE MESKILL	Refund Check	60.95
73911	05/28/2014	Water Fund	Accounts Payable	TERRY OLEARY	Refund Check	21.57
73700	05/08/2014	Water Fund	Accounts Payable	PREMIER ASSETS SERVICES	Refund Check	164.96
73708	05/08/2014	Water Fund	Accounts Payable	RUPP CO. LLC	Refund Check	175.68
73916	05/28/2014	Water Fund	Accounts Payable	STEVEN & SHERI SCHLOGEGEI	Refund Check	88.89
73917	05/28/2014	Water Fund	Accounts Payable	DEREK & BARBARA SCHRAMM	Refund Check	24.72
73714	05/08/2014	Water Fund	Accounts Payable	LORRAINE SOBANIA	Refund Check	36.05
73921	05/28/2014	Water Fund	Accounts Payable	JELENA STEFANOVIC	Refund Check	146.89
73924	05/28/2014	Water Fund	Accounts Payable	ROY TEWALT	Refund Check	17.34
73740	05/08/2014	Water Fund	Accounts Payable	BEN WINSTEAD	Refund Check	132.25
Accounts Payable Total:						2,723.05
0	05/08/2014	Water Fund	Clothing	Josh Immerman	Uniform Reimbursement Per Union C	191.24
0	05/08/2014	Water Fund	Clothing	Bob Norby	Uniform Reimbursement Per Union C	154.00
Clothing Total:						345.24
0	05/28/2014	Water Fund	Contract Maintenance	Gopher State One Call	FTP Tickets	768.25
Contract Maintenance Total:						768.25
0	05/15/2014	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Federal Incc	1,817.85
0	05/27/2014	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Federal Incc	1,744.84
Federal Income Tax Total:						3,562.69
0	05/15/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	231.25
0	05/15/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	988.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/27/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	945.46
0	05/27/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	221.11
FICA Employee Ded. Total:						2,386.73
0	05/15/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 FICA Empl	988.91
0	05/15/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2014 Medicare E	231.25
0	05/27/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 FICA Empl	945.46
0	05/27/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.05.2014 Medicare E	221.11
FICA Employers Share Total:						2,386.73
73765	05/15/2014	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2014 HRA Empl	681.00
HRA Employer Total:						681.00
73781	05/15/2014	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2014 HSA Empl	48.56
73914	05/28/2014	Water Fund	HSA Employee	Premier Bank	PR Batch 00002.05.2014 HSA Empl	48.55
HSA Employee Total:						97.11
73781	05/15/2014	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2014 HSA Emplo	31.27
HSA Employer Total:						31.27
0	05/15/2014	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2014 ICMA Defe	65.00
0	05/28/2014	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.05.2014 ICMA Defe	65.00
ICMA Def Comp Total:						130.00
73920	05/28/2014	Water Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium for May 2014	55.63
Life Ins. Employee Total:						55.63
73920	05/28/2014	Water Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium for May 2014	53.46
Life Ins. Employer Total:						53.46
73920	05/28/2014	Water Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium for May 2014	82.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Long Term Disability Total:						82.67
73779	05/15/2014	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium-May 2014	370.84
Medical Ins Employee Total:						370.84
73779	05/15/2014	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium-May 2014	2,274.78
Medical Ins Employer Total:						2,274.78
73773	05/15/2014	Water Fund	Memberships & Subscriptions	MN Dept of Health	Water Supply System Operator Renew	23.00
73858	05/21/2014	Water Fund	Memberships & Subscriptions	MN Dept of Health	Water Supply Operator Renewal-Jaso	23.00
Memberships & Subscriptions Total:						46.00
73802	05/19/2014	Water Fund	Miscellaneous Expense	Steven Aichele	Frozen Pipes Reimbursement	200.00
73803	05/19/2014	Water Fund	Miscellaneous Expense	William Arnold	Frozen Pipes Reimbursement	350.00
73804	05/19/2014	Water Fund	Miscellaneous Expense	James Ashleys	Frozen Pipes Reimbursement	500.00
73805	05/19/2014	Water Fund	Miscellaneous Expense	Eleanor Aune	Frozen Pipes Reimbursement	500.00
73806	05/19/2014	Water Fund	Miscellaneous Expense	Anita Baron	Frozen Pipes Reimbursement	350.00
73807	05/19/2014	Water Fund	Miscellaneous Expense	Dan Bellandi	Frozen Pipes Reimbursement	915.00
73808	05/19/2014	Water Fund	Miscellaneous Expense	Tom Carter	Frozen Pipes Reimbursement	500.00
73809	05/19/2014	Water Fund	Miscellaneous Expense	Barb Daniels	Frozen Pipes Reimbursement	300.00
73810	05/19/2014	Water Fund	Miscellaneous Expense	JoAnn DeVries	Frozen Pipes Reimbursement	380.00
73811	05/19/2014	Water Fund	Miscellaneous Expense	Robert Edquist	Frozen Pipes Reimbursement	350.00
73812	05/19/2014	Water Fund	Miscellaneous Expense	Lisa Edstrom	Frozen Pipes Reimbursement	500.00
73895	05/28/2014	Water Fund	Miscellaneous Expense	Sarah Graham	Frozen Pipes Repair Reimbursement	300.00
73813	05/19/2014	Water Fund	Miscellaneous Expense	Richard Haak	Frozen Pipes Reimbursement	350.00
73814	05/19/2014	Water Fund	Miscellaneous Expense	Mark Hanson	Frozen Pipes Reimbursement	412.00
73815	05/19/2014	Water Fund	Miscellaneous Expense	Greg Heiman	Frozen Pipes Reimbursement	350.00
73816	05/19/2014	Water Fund	Miscellaneous Expense	Cynthia Herman	Frozen Pipes Reimbursement	350.00
73817	05/19/2014	Water Fund	Miscellaneous Expense	Karen Horbul	Frozen Pipes Reimbursement	480.00
73818	05/19/2014	Water Fund	Miscellaneous Expense	Veronica Janos	Frozen Pipes Reimbursement	500.00
73819	05/19/2014	Water Fund	Miscellaneous Expense	Brian Jonas	Frozen Pipes Reimbursement	500.00
73820	05/19/2014	Water Fund	Miscellaneous Expense	Jon Klinkenberg	Frozen Pipes Reimbursement	350.00
73821	05/19/2014	Water Fund	Miscellaneous Expense	L & L Welding Inc.	Frozen Pipes Reimbursement	750.00
73822	05/19/2014	Water Fund	Miscellaneous Expense	Ron Livingston	Frozen Pipes Reimbursement	350.00
73823	05/19/2014	Water Fund	Miscellaneous Expense	Paul Lockman	Frozen Pipes Reimbursement	500.00
73824	05/19/2014	Water Fund	Miscellaneous Expense	Ed McLeod	Frozen Pipes Reimbursement	500.00
73825	05/19/2014	Water Fund	Miscellaneous Expense	Al McLevish	Frozen Pipes Reimbursement	122.82
73826	05/19/2014	Water Fund	Miscellaneous Expense	Marianne Micco	Frozen Pipes Reimbursement	500.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73827	05/19/2014	Water Fund	Miscellaneous Expense	Madelyn Moeller	Frozen Pipes Reimbursement	381.25
73828	05/19/2014	Water Fund	Miscellaneous Expense	Fuzu Moy	Frozen Pipes Reimbursement	350.00
73829	05/19/2014	Water Fund	Miscellaneous Expense	Shawn Oertwig	Frozen Pipes Reimbursement	500.00
73830	05/19/2014	Water Fund	Miscellaneous Expense	Ray Olson	Frozen Pipes Reimbursement	350.00
73831	05/19/2014	Water Fund	Miscellaneous Expense	Ken Peterson	Frozen Pipes Reimbursement	500.00
73832	05/19/2014	Water Fund	Miscellaneous Expense	Stephen Pheneger	Frozen Pipes Reimbursement	350.00
73833	05/19/2014	Water Fund	Miscellaneous Expense	Pete Podobinski	Frozen Pipes Reimbursement	350.00
73834	05/19/2014	Water Fund	Miscellaneous Expense	Marsha Reule	Frozen Pipes Reimbursement	350.00
73918	05/28/2014	Water Fund	Miscellaneous Expense	Mary Seabloom	Frozen Pipes Repair Work Reimburse	500.00
73868	05/21/2014	Water Fund	Miscellaneous Expense	Signature Mechanical, Inc.	Pipe Thawing Service	3,625.00
73868	05/21/2014	Water Fund	Miscellaneous Expense	Signature Mechanical, Inc.	Pipe Thawing Service	2,825.00
73868	05/21/2014	Water Fund	Miscellaneous Expense	Signature Mechanical, Inc.	Pipe Thawing Service	3,175.00
73835	05/19/2014	Water Fund	Miscellaneous Expense	Neil Svendsen	Frozen Pipes Reimbursement	500.00
73925	05/28/2014	Water Fund	Miscellaneous Expense	Shirley Thom	Frozen Pipes Service Reimbursement	500.00
73836	05/19/2014	Water Fund	Miscellaneous Expense	Stewart Thronley	Frozen Pipes Reimbursement	500.00
73871	05/21/2014	Water Fund	Miscellaneous Expense	Tims Quality Plumbing	Frozen Pipes Thawing	200.00
73837	05/19/2014	Water Fund	Miscellaneous Expense	Robert Walstrom	Frozen Pipes Reimbursement	350.00
73838	05/19/2014	Water Fund	Miscellaneous Expense	Andrew Wicherski	Frozen Pipes Reimbursement	381.25
73930	05/28/2014	Water Fund	Miscellaneous Expense	Jaime Windsperger	Frozen Sewer Repair Reimbursement	200.00
73839	05/19/2014	Water Fund	Miscellaneous Expense	Wynette Zettel	Frozen Pipes Reimbursement	350.00
73840	05/19/2014	Water Fund	Miscellaneous Expense	Rita Zoff	Frozen Pipes Reimbursement	350.00
Miscellaneous Expense Total:						27,747.32
0	05/15/2014	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2014 Post Emplo	158.96
0	05/27/2014	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.05.2014 Post Emplo	151.87
MN State Retirement Total:						310.83
0	05/15/2014	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2014 MNDCP De	227.50
0	05/27/2014	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.05.2014 MNDCP De	227.48
MNDCP Def Comp Total:						454.98
0	05/21/2014	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Blanket PO for Class 5 Crushed Lime	665.09
0	05/08/2014	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Supplies	365.32
0	05/08/2014	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Supplies	365.86
73649	05/08/2014	Water Fund	Operating Supplies	Barton Sand & Gravel Co.	Select Granular	857.17
0	05/08/2014	Water Fund	Operating Supplies	Ecoenvelopes, LLC	Utility Billing Envelopes	145.27
0	05/28/2014	Water Fund	Operating Supplies	Fastenal Company Inc.	Paint & Safety Supplies	171.78
0	05/15/2014	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	60.28
0	05/15/2014	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	1,258.25
0	05/28/2014	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	2,032.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
73756	05/15/2014	Water Fund	Operating Supplies	Fra-Dor Inc.	Street Supplies	192.00
0	05/28/2014	Water Fund	Operating Supplies	Intereum, Inc.	Chairs	341.23
0	05/08/2014	Water Fund	Operating Supplies	Metal Supermarkets	Dom Tube	25.00
0	05/15/2014	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Plumbing Supplies	3.79
0	05/15/2014	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Latch	5.99
0	05/28/2014	Water Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Modified Asphalt	174.99
Operating Supplies Total:						6,664.52
0	05/15/2014	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	993.31
0	05/27/2014	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	949.12
PERA Employee Ded Total:						1,942.43
0	05/15/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera Emplo	993.31
0	05/15/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2014 Pera additio	158.96
0	05/27/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera Emplo	949.12
0	05/27/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.05.2014 Pera additio	151.87
PERA Employer Share Total:						2,253.26
73697	05/08/2014	Water Fund	Postage	Postmaster- Mailing Requirements	Postage	2,000.00
Postage Total:						2,000.00
0	05/28/2014	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing-March 2014	202.40
0	05/28/2014	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing-Jan 2014	152.47
0	05/28/2014	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing-Apr 2014	249.13
73778	05/15/2014	Water Fund	Professional Services	Multicare Associates	Medical Services	20.00
73794	05/15/2014	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacteria	360.00
73798	05/15/2014	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location	775.20
Professional Services Total:						1,759.20
73865	05/21/2014	Water Fund	Rental	Q3 Contracting, Inc.	Signs, Barricades Rental	299.25
73702	05/08/2014	Water Fund	Rental	Q3 Contracting, Inc.	Sign, Barricade Rental	516.25
Rental Total:						815.50
73717	05/08/2014	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	319,998.09

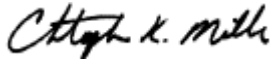
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
St. Paul Water Total:						319,998.09
0	05/15/2014	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2014 State Incom	751.52
0	05/27/2014	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.05.2014 State Incom	707.46
State Income Tax Total:						1,458.98
73770	05/15/2014	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2014 IOUE Unioi	170.29
Union Dues Deduction Total:						170.29
0	05/21/2014	Water Fund	Utilities	Xcel Energy	Water Tower	8,007.71
0	05/28/2014	Water Fund	Utilities	Xcel Energy	Repeater Station/Meter Reading	11.53
Utilities Total:						8,019.24
0	05/28/2014	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	5,692.51
Water Meters Total:						5,692.51
Fund Total:						395,282.60
0	05/15/2014	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	180.00
Professional Services Total:						180.00
Fund Total:						180.00
Report Total:						1,735,002.33

REQUEST FOR COUNCIL ACTION

Date: 06/09/2014

Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approval of 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:

Massage Therapist License

Feng Lee
Massage Xcape
1767 Lexington Ave N
Roseville, MN 55113

Amanda Drake
Massage Envy
2480 Fairview Ave
Roseville, MN 55113

Cigarette/Tobacco Products License

Diamond Lake 1994, LLC dba Cub Foods #6694
1201 Larpenteur Ave W
Roseville, MN 55113

Sale of Consumer Fireworks License

Renaissance Fireworks Inc
At the Roseville Center Parking Lot
1135 Larpenteur Ave W
Roseville, MN 55113

TNT Fireworks
At the Rainbow Foods Parking Lot
1201 Larpenteur Ave W
Roseville, MN 55113

TNT Fireworks
At the Walmart Parking Lot
1960 Twin Lakes Parkway
Roseville, MN 55113

36 RBF, LLC of Wisconsin dba Rainbow Foods #8802
37 1201 Larpenteur Ave W
38 Roseville, MN 55113

39
40 Cub Foods West #31334
41 2100 Snelling Ave
42 Roseville, MN 55113

43
44 Walmart #3404
45 1960 Twin Lakes Parkway
46 Roseville, MN 55113

47
48 **Temporary On-Sale Liquor License**

49 Church of Corpus Christi
50 2131 Fairview Ave N
51 Roseville, MN 55113

52
53 The Church of Corpus Christi wishes to sell liquor during an event held on June 21, 2014.

54
55
56 **POLICY OBJECTIVE**
57 Required by City Code

58 **FINANCIAL IMPACTS**

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

60 **STAFF RECOMMENDATION**

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

63 **REQUESTED COUNCIL ACTION**

64
65 Motion to approve the business and other license application(s) pending successful background checks.

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



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

Massage Therapist License

☒ New License ☐ Renewal For the License Year Ending June 30, 2015

1. Full Legal Name (Please Print) LEE FENG
(Last) (First) (Middle)

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

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

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

5. Email Address _____

6. Driver's License Number _____ State of Issuance MN

7. Ethnicity: _____

8. Sex: _____

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

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Massage Xcape 1767 Lexington Ave N. Roseville, MN, 55113

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

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☐ Yes ☐ No ☒ N/A

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (**Note:** Background checks may take up to 30 days to complete.)

Signature _____

Date 6/2/14

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

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



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

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Drake Amanda Leach
(Last) (First) (Middle)

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

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

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

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

6. Ethnicity:

7. Sex:

8. Email Address _____

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

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Massage Envy 2450 Fairview Ave Roseville, mn 55113

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

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?
☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

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

Signature [Signature] Date 4-24-14

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

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



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

Cigarette/Tobacco Products License Application

Business Name Diamond Lake 1994 LLC dba Cub Foods #6694
Business Address 1201 Harpenteur Ave W Roseville, MN 55113
Business Phone 651-488-1825
Email Address licensegroup@Supervalu.com

Person to Contact in Regard to Business License:

Name Dawn Burrow
Address Po Box 20 Dept 70428 Boise ID 83726
Phone 208 395 5333

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2014, and ending June 30, 2015, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Cigarette/Tobacco Products

Fee

\$200.00

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 Wes O'Farrell Executive V.P.

Date 5/19/14

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



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

Sale of Consumer Fireworks License Application

Business Name Renaissance fireworks inc
Business Address 1425 Hwy 10 Suite D
Spring lake Park mn 55432
Business Phone 218-741-44th

Person to Contact in Regard to Business License:

Name Mark Lazarchic
Address 1607 Irony Ave NE Mpls MN 55418
Phone 612-840-3240

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

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 #624.20.

Signature [Signature]
Date 4-1-14

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



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

Sale of Consumer Fireworks License Application

Business Name TNT Fireworks
Business Address Rainbow Foods parking lot - 1201 Larpenteur Avenue West
Business Phone 701-400-7661

Person to Contact in Regard to Business License:

Name Christopher Jon Ulmer
Address 2109 59th Avenue South, Fargo, ND 58104
Phone 701-400-7661

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

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 #624.20.

Signature

Date

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



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

Sale of Consumer Fireworks License Application

Business Name TNT Fireworks
Business Address Walmart parking lot - 1960 Twin Lakes Parkway
Business Phone 701-400-7661

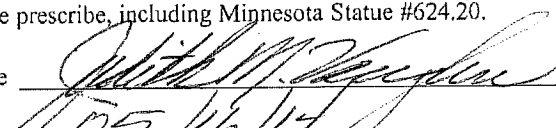
Person to Contact in Regard to Business License:

Name Christopher Jon Ulmer
Address 2109 59th Avenue South, Fargo, ND 58104
Phone 701-400-7661

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

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 #624.20.

Signature 
Date 05/16/14

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name RBF, LLC of Wisconsin dba Rainbow Foods #8802
Business Address 1201 LARPEUR AVENUE
ROSEVILLE, MN 55113
Business Phone 651-488-1825

Person to Contact in Regard to Business License:

Name Tom Flaherty, Store Director
Address 1201 Larpenteur Ave
Phone 651-488-1825

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

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 #624.20.

Signature Edward G. H. -VP
Date 5/27/14

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name Cub Foods West #31334
Business Address 2100 Snelling Ave.
ROSEVILLE, MN 55113
Business Phone 651-633-9740

Person to Contact in Regard to Business License:

Name GARY REFF
Address 2100 SNELLING AVE. N.
Phone 651-633-9740

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

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 #624.20.

Signature

Date

Gary Reff
5/9/14

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**

OK 6/3/14
[Signature]



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name WALMART #3404
Business Address 1960 TWIN LAKES PKWY
ROSEVILLE, MN 55113
Business Phone 612-788-1303

Person to Contact in Regard to Business License:

Name ~~Don Nogue~~ Matt Logan
Address 1960 TWIN LAKES Parkway Roseville MN
Phone 612-788-1303

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2014, and ending December 31, 2014, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Sale of Consumer Fireworks in existing retail business
Sale of Consumer Fireworks as a sole business

Fee

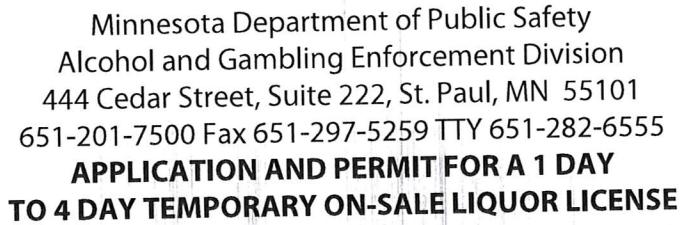
\$100.00
\$350.00

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 #624.20.

Signature 
Date 5/21/2014

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



Location where permit will be used. If an outdoor area, describe.
At location address and on surrounding grounds.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Catholic Mutual Insurance
Policy # 8589
\$500,000 coverage

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

Date Approved _____

Permit Date _____

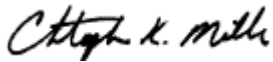
Approved Director Alcohol and Gambling Enforcement

Page 1 of 1

REQUEST FOR COUNCIL ACTION

Date: 6/09/2014
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
Police	Data 911	Data 911 Squad computer support (a)	\$5,862.00	Budget
Park Maint.	Upper Cut Tree Service	Diseased & Hazardous tree removal (b)	25,000.00	Budget
Streets	Upper Cut Tree Service	Diseased & Hazardous tree removal (b)	25,000.00	Budget
Police	Affinity Plus Credit Union	Forfeited vehicle: lien payoff (c)	9,319.00	N/A
Police	US Bank	Forfeited vehicle: lien payoff (c)	7,307.21	N/A
Pathways	Century Fence Co.	Split rail fence replacement (d)	5,325.00	CIP
Stormwater	Vonco 11 LLC	Street sweeping dump charges (e)	5,510.00	Budget
Bldg. Maint.	Weatherproofing Tech. Inc.	City Hall & North Garage roof (f)	70,878.72	CIP
Bldg. Maint.	Tremco Inc.	City Hall & North Garage roof (g)	36,799.88	CIP
Public Works	Sunram Construction	Retaining wall replacement (h)	51,975.00	Budget
Public Works	RT Vision	Project Management Software (i)	9,950.00	Budget

Comments/Description:

- a) Annual maintenance and support agreement for 20 Data 911 squad computers.
- b) Blanket purchase order for diseased and hazardous tree removal services in the parks and right-of-way..
- c) Lien payoffs of forfeited vehicles. The vehicles were sold at auction at a higher price with proceeds going into the Police Forfeiture Fund.
- d) Replace 410 feet of fencing on North McCarron's boulevard.
- e) Disposal of 500 tons of street sweepings.
- f) Restoration of 'Old' City Hall and the North Public Works Garage roofs
- g) Materials for the restoration of 'old' City Hall and the North Public Works Garage roofs
- h) Retaining wall replacement at Fairview & Oakcrest.
- i) Project management software for Municipal State Aid projects

22 Sale of Surplus Vehicles or Equipment
23 City Staff have identified surplus vehicles and equipment that have been replaced and/or are no longer
24 needed to deliver City programs and services. These surplus items will either be traded in on
25 replacement items or will be sold in a public auction or bid process. The items include the following:
26

Department	Item / Description
N/A	N/A

27 **POLICY OBJECTIVE**
28 Required under City Code 103.05.

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

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

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

37
38 Prepared by: Chris Miller, Finance Director
Attachments: A: 2014 CIP Summary
39

City of Roseville

2014 Capital Improvement Plan Summary

Attachment A

Updated 05/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Vehicles	Police	Marked squad replacement (5)	\$ 147,440	1/13/2014	\$ 48,184	\$ 99,256
Vehicles	Police	Unmarked vehicles (2)	46,680		-	-
Vehicles	Police	CSO Vehicle	33,950	1/13/2014	-	-
Vehicles	Fire	Command Unit	45,000	1/13/2014	-	-
Vehicles	Fire	Rescue Boat	18,000	3/24/2014	24,820	(6,820)
Vehicles	Streets	Vehicle #123 Patch Hook Body	100,000		-	-
Vehicles	Streets	Vehicle #124 Oil distribution body/chassis	120,000	4/14/2014	52,850	67,150
Vehicles	Park Maintenance	Replace Vehicle #501 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #508, 3/4 ton with plow	45,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #533, 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #532, 1/2 ton	25,000		-	-
Vehicles	Skating Center	Replace Zamboni	-	2013 CIP	106,093	(106,093)
Vehicles	Sanitary Sewer	Vehicle #203 1-ton truck	28,000	3/24/2014	-	-
Vehicles	Sanitary Sewer	Vehicle #225 Backhoe	50,000		-	-
Total Vehicles			\$ 729,070		\$ 231,947	\$ 53,493
Equipment	Central Services	Postage Machine Rental	\$ 3,340		\$ -	\$ -
Equipment	Central Services	Copier/scanner rentals	78,000	n/a	21,915	56,085
Equipment	Police	Computer equipment	7,210		-	-
Equipment	Police	Office furniture	2,060		422	1,638
Equipment	Police	Evidence room equipment replacements	2,575		-	-
Equipment	Police	Laptop replacement for squads	5,645		-	-
Equipment	Police	Squad conversion	15,450		-	-
Equipment	Police	Non-lethal weapons	1,545		-	-
Equipment	Police	Long-gun parts	3,090		-	-
Equipment	Police	Sidearm parts	2,060		-	-
Equipment	Police	Tactical gear	5,150		-	-
Equipment	Police	SWAT vests	6,180		-	-
Equipment	Police	Defibrillators	1,545		-	-
Equipment	Police	Radar units	4,120		-	-
Equipment	Police	Stop sticks	1,030		-	-
Equipment	Police	Rear transport seats	2,705		-	-
Equipment	Police	Control boxes	2,575		-	-
Equipment	Police	Radio equipment	15,450		146	15,304
Equipment	Fire	Firefighter turnout gear	52,800		-	-
Equipment	Fire	Lifepacks - 12	30,000		-	-
Equipment	Fire	Ventilation equipment	6,000	3/24/2014	6,622	(622)
Equipment	Fire	equipment tools	8,000		-	-
Equipment	Fire	Head protection	9,000		-	-
Equipment	Fire	Vehicle laptops	11,000		-	-
Equipment	Fire	Rescue Equipment	-	n/a	4,628	(4,628)
Equipment	Engineering	Office furniture	20,000		-	-
Equipment	Streets	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	5,093	908
Equipment	Streets	Vehicle #153 Trailer Felling	8,000		-	-
Equipment	Streets	Street signs	50,000		-	-
Equipment	Streets	Mower/ Snow blower combo	30,000	1/6/2014	23,943	6,057
Equipment	Streets	Anti-icing Hook setup	20,000	1/13/2014	-	-
Equipment	Streets	Spray Injection Patch Trailer	-	n/a	52,850	(52,850)
Equipment	Maintenance Garage	Replace office furniture	8,000		-	-
Equipment	Park Maintenance	MainTrac software	25,000		-	-
Equipment	Park Maintenance	Park security systems	150,000		-	-
Equipment	Park Maintenance	Unit #520 trailer	5,000		-	-
Equipment	Park Maintenance	Unit #538 portable generator	3,000		-	-
Equipment	Park Maintenance	Snowblower	1,000		-	-
Equipment	Skating Center	Ice show curtain - arena	8,000		-	-
Equipment	Skating Center	OVAL bandy boards	8,000		-	-
Equipment	Communications	Web conferencing equipment: Aspen Room	10,000		-	-
Equipment	Communications	Control room equipment replacements	10,000		-	-
Equipment	Information Technology	Computers, monitors printers	52,200		-	-
Equipment	Information Technology	Network: servers, routers, etc.	62,000		-	-

City of Roseville

2014 Capital Improvement Plan Summary

Updated 05/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Equipment	Information Technology	Telephones, UPS, other	14,200		-	-
Equipment	Community Dev.	Office furniture	5,500		-	-
Equipment	Community Dev.	Large format printer	5,000		1,983	3,017
Equipment	Community Dev.	Computer software	1,500		1,713	(213)
Equipment	Water	Water meters, AMR system	530,000	Prior Year	494,709	35,291
Equipment	Water	Replace/upgrade SCADA	20,000		-	-
Equipment	Water	Field computer replacement	5,000		-	-
Equipment	Water	Compactor for backhoe	5,000	1/27/2014	4,337	663
Equipment	Sewer	Replace/upgrade SCADA	20,000		-	-
Equipment	Sewer	Field computer replacement	5,000		-	-
Equipment	Sewer	Compactor for backhoe	-	1/27/2014	4,337	(4,337)
Equipment	Storm Drainage	Replace Unit #115 flair mower	25,000		-	-
Equipment	Storm Drainage	Mower/ Snow blower combo	30,000	1/6/2014	24,542	5,458
Equipment	Storm Drainage	Vehicle #225 Backhoe	50,000		-	-
Equipment	Storm Drainage	Replace/upgrade SCADA	20,000		995	19,005
Equipment	Storm Drainage	Backhoe compactor	5,000	1/27/2014	4,337	663
Equipment	Storm Drainage	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	5,093	908
Equipment	Golf Course	Gas pump and tank replacement	10,000		-	-
Equipment	Golf Course	Greens mowers	27,000		-	-
Equipment	Golf Course	Course netting/deck/shelter	8,000		-	-
Equipment	Golf Course	Cushman	15,000		-	-
Total Equipment			\$ 1,559,930		\$ 657,662	\$ 82,348

City of Roseville

2014 Capital Improvement Plan Summary

Updated 05/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Bldgs & Infrastructure	General Facilities	Door card reader	\$ 6,000		\$ -	\$ -
Bldgs & Infrastructure	General Facilities	Replace MUA	30,000		-	-
Bldgs & Infrastructure	General Facilities	Replace Kewanee Boiler @ City Hall	40,000		-	-
Bldgs & Infrastructure	General Facilities	Fire Station #2 repurposing	25,000		-	-
Bldgs & Infrastructure	General Facilities	Overhead door replacement @ PW	15,000		-	-
Bldgs & Infrastructure	General Facilities	Remodel Fire Admin area @ City Hall	35,000	4/14/2014	-	-
Bldgs & Infrastructure	General Facilities	Emergency generator	40,000		-	-
Bldgs & Infrastructure	General Facilities	Replace tables and chairs	25,000		-	-
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	5,000		-	-
Bldgs & Infrastructure	General Facilities	Video surveillance camera replacement	-	n/a	4,487	(4,487)
Bldgs & Infrastructure	General Facilities	City Hall, PW Roofing Project	-		1,000	(1,000)
Bldgs & Infrastructure	Street Lighting	Larpenteur Avenue streetlights	25,000		-	-
Bldgs & Infrastructure	Street Lighting	General replacement - streetlight fixtures	25,000	5/12/2014	-	-
Bldgs & Infrastructure	Central Garage	Replace fuel management system	50,000		-	-
Bldgs & Infrastructure	Central Garage	Drill press	2,000		-	-
Bldgs & Infrastructure	Skating Center	Water heater - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Water storage tank - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Refrigeration system - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Lobby Roof - OVAL	85,000		-	-
Bldgs & Infrastructure	Skating Center	Mechanical Room improvements - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Bathroom partitions - OVAL	5,000		-	-
Bldgs & Infrastructure	Pathways	Pathway Maintenance	180,000		-	-
Bldgs & Infrastructure	Pavement Management	Mill & Overlay	1,000,000		-	-
Bldgs & Infrastructure	Pavement Management	MSA Street Construction / Overlay	1,000,000		-	-
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	5,467,000	Prior Year	255,535	5,211,465
Bldgs & Infrastructure	Water	Water system improvements	700,000		-	-
Bldgs & Infrastructure	Water	Elevated storage tank repairs/painting	800,000		-	-
Bldgs & Infrastructure	Water	Booster station improvements	200,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	900,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	300,000		-	-
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	650,000	3/24/2014	7,178	642,822
Bldgs & Infrastructure	Golf Course	Course improvements	5,000		-	-
Bldgs & Infrastructure	Golf Course	Parking lot improvements	7,500		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse kitchen equipment	5,000		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse roof replacement	30,000		-	-
Total Buildings & Infrastructure			\$ 11,793,500		\$ 268,201	\$ 5,848,799
Total - All 2014 CIP Items			\$ 14,082,500		\$ 1,157,810	\$ 5,984,640

REQUEST FOR COUNCIL ACTION

Date: 6/9/14
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Authorize Acceptance of Cost-Share Funds and Approve Cost-Share Agreement for Dellwood Street Drainage Improvements

BACKGROUND

Over the years, residents of Dellwood Street north of County Road B have experienced street flooding and other drainage concerns during intense rain events. Extreme rain events have occurred over the past several years, including July 16, 2011, and June 21, 2013, that caused flooding in the street, as well as private property damage.

City staff has completed a study of the storm sewer system in the Dellwood Street - Sherren Street area to analyze the existing drainage and localized flooding issues. The study also identified potential improvements that would reduce the level of flooding.

The proposed improvements include the installation of an underground infiltration pipe network at the intersection of Sherren Street and Dellwood Street. This will allow for some storage and infiltration that will alleviate some local flooding and surcharging of storm sewers from the 6-acre drainage area. A smaller infiltration trench will also be added on Dellwood Street south of Sherren Street, which will be connected to the larger underground storage vault to the north.

Existing storm sewer pipe will be removed and an infiltration trench will be added along two backyards at 2271 and 2263 Dellwood Street to minimize some ponding issues that are created by the 4 acre drainage area and lack of slope. The pipe will be constructed the same as the street systems to allow for maximum storage and infiltration.

There will be one rain garden installed in a residential back yard at 2246 Dellwood that collects water from a 2 acre drainage area, mainly from backyards. The rain garden will minimize the area and duration of ponding by allowing water to infiltrate. A pipe will also be installed to connect the rain garden to the infiltration trench in the street to provide an overflow.

Staff applied for funding from the Ramsey-Washington Metro Watershed District (RWMWD) through its Cost-Share Program. This funding is available to assist municipalities located within the RWMWD to incorporate water quality improvement Best Management Practices (BMPs) into redevelopment, roadway and storm sewer improvement projects. Only projects that are not part of a permit requirement are eligible for this funding. The RWMWD Board has reviewed the City's application, and has approved this project for funding.

POLICY OBJECTIVE

This area is listed as a problem area in the City's Comprehensive Surface Water Management Plan (CSWMP.) One of the goals from the City's CSWMP is to provide flood protection for all residents and structures as well as protect the integrity of conveyance channels and storm water detention areas. This project is also consistent with City water quality goals.

33 **FINANCIAL IMPACTS**

34 The total estimated construction cost is \$228,916.50. The RWMWD cost-share is \$100,000. The
35 balance of this project, approximately \$128,916.50, is proposed to be paid for using Storm Water
36 Sewer Infrastructure Funds.

37 **STAFF RECOMMENDATION**

38 Staff recommends the Council authorize acceptance of the cost-share funds and approve the cost-
39 share agreement with the Ramsey-Washington Metro Watershed District in the amount of \$100,000
40 for the Dellwood Street Drainage Improvements.

41 **REQUESTED COUNCIL ACTION**

42 Motion accepting cost-share funds and approving the cost-share agreement with the Ramsey-
43 Washington Metro Watershed District in the amount of \$100,000 for the Dellwood Street Drainage
44 Improvements.

Prepared by: Kristine Giga, Civil Engineer
Attachment A: Cost-share Agreement

INCENTIVE PROGRAM AGREEMENT

THIS AGREEMENT is made the 08 day of May, 2014, by and between the Ramsey-Washington Metro Watershed District, (hereinafter "District") and City of Roseville of 2660 Civic Center Drive, Roseville, MN (hereinafter "Landowner"). #14-06-CS

1. BACKGROUND

1.1 The District has included in its annual budget funds to cost-share with approved Landowners to implement best management practices within the watershed district.

1.2 The District funding is limited to 100% of the cost of materials and labor actually incurred by the Landowners for the project as approved by the District, up to a maximum contribution of \$100,000 per commercial/governmental Landowner.

1.3 Landowner has applied to the District for funds to help pay for the cost of materials or labor for Raingarden(1), Subsurface Stormwater Treatment(2) (hereinafter "Project") as described in the BMP Incentive Program Application attached herein as Exhibit A.

1.4 The District is willing to fund the Project described in Exhibit A in accordance with the terms of this Agreement.

2. SERVICES

2.1 Landowner will complete the Project described in Exhibit A in accordance with the terms, scope, schedule, and budget set forth therein. The Landowners do hereby covenant that they are the owners and are lawfully seized and possessed of the real estate above-described.

2.2 Landowner shall maintain the Project for a period of twenty (20) years per commercial/government Landowner from the date of this document. The agreement shall run with the land and extend to and bind the heirs, representatives, successors and/or assigns of the party hereto respectively.

3. REIMBURSEMENT

3.1 Expenses incurred by Landowner in Exhibit A will be reimbursed by the District up to 100% of the total cost of materials or labor actually incurred by Landowner up to a maximum amount of \$100,000 per commercial/governmental property. Upon incurring the costs identified in Exhibit A, the Landowner shall provide a list of all reimbursable expenses incurred and receipts or copies of receipts therefore, to the District.

3.2 The District will reimburse the identified reimbursable expenses in accordance with Section 3.1 within 60 days of receipt of the required financial and performance information and receipts.

3.3 The District will not be liable or responsible for payment for services or reimbursement for expenses other than those specified as reimbursable expenses in accordance with Section 3.1.

3.4 Following the completion of the project described in Exhibit A, Landowner shall submit a final financial report to the District listing the final expenses for the activity, along with copies of receipts.

GENERAL TERMS

4.1 This Agreement shall remain in effect unless canceled by mutual agreement or in accordance with Section 4.2. This Agreement shall expire if the Project is not completed pursuant to the schedule in Exhibit A and the financial information required by Sections 3.1 and 3.4 is not received within one year after approval.

4.2 If weather or other conditions beyond the control of the Landowner do not permit the completion of this Project within one year after approval, this Agreement may be amended, by mutual written consent of the parties, to reschedule the Project and funding.

4.3 Landowner must obtain all permits required in conjunction with the Project, including but not limited to City and Department of Natural Resources approval, prior to starting the Project.

4.4 Landowner agrees to allow the District access to the Project area for evaluation and promotion of the Project. The Landowner agrees to make the site available as a demonstration site to the general public at the reasonable request of the District.

4.5 Landowner will act in all respects as an independent contractor under this Agreement and will be solely responsible for performance of services required hereunder as well as the means and manner of performance thereof. The District will not be an employer, partner, or co-venturer with Landowner for any purpose. Nothing herein authorizes Landowner to act as an agent or representative of the District for any purpose whatsoever.

4.6 Landowner shall indemnify, defend and hold the District and its agents, employees, officers and contractors, harmless from all claims made by Landowner and/or third parties for damage or loss sustained or costs incurred, including but not limited to District staff, engineering and attorneys fees, in connection with

or arising out of the issuance of and/or acceptance and payment by the District of funds pursuant to this cost-share, construction of the Project, or this agreement.

4.7 The District shall have no obligation to the Landowner, specifically, the District shall not need to restore the land to its original condition upon expiration or termination of this Agreement.

RAMSEY-WASHINGTON METRO

LANDOWNERS

WATERSHED DISTRICT

Print Name _____

District Administrator

Print Name _____

Date _____

Print Name _____

2665 Noel Drive

Little Canada, MN 55117

Date _____

Property Address

ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 6/9/2014
ITEM NO: 7.e

Department Approval



City Manager Approval

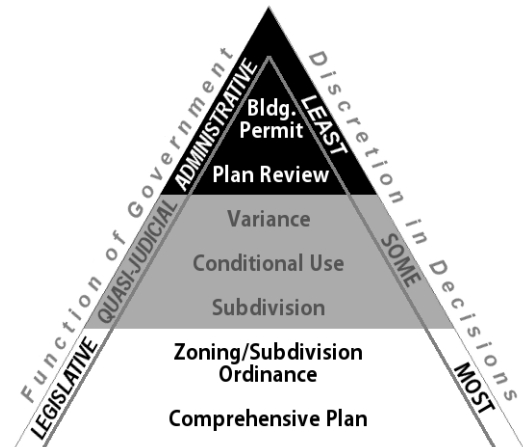


Item Description: Request by Lakewest and Commers Enterprises Southtown for Vacation of Unused Right-Of-Way at 2501-2699 Patton Road

Application Review Details

- Public hearing: May 7, 2014
- RCA prepared: June 3, 2014
- City Council action: June 9, 2014
- Statutory action deadline: June 12, 2014

Action taken on an easement vacation request is **legislative in nature**; the City has broad discretion in making land use decisions based on advancing the health, safety, and general welfare of the community.



1.0 REQUESTED ACTION

Lakewest and Commers Enterprises Southtown requests VACATION of a small area of right-of-way adjacent to 2501-2699 Patton Road that remains unused after subsequent platting of nearby property.

2.0 SUMMARY OF RECOMMENDATION

The Public Works Department and Planning Division concur with the recommendation of the Planning Commission to approve the proposed RIGHT-OF-WAY VACATION; see Section 6 of this report for the detailed recommendation.

3.0 BACKGROUND

- 3.1 The property at 2501-2699 Patton Road, located in City Planning District 11, has a Comprehensive Plan designation of Business Park (BP) and a zoning classification of Office/Business Park (O/BP) District.
- 3.2 The subject property, its northern neighbor, and the Patton Road right-of way were platted as part of the Patton Business Addition in January 1985. At that time Patton Road was 600 feet long, corresponding to the length of the subject property, and a circular turn-around area was required for the cul-de-sac street. Vehicle access to the neighboring property to the north was provided by a simple driveway connecting to the turn-around area. In 1987, the lots on the west side of Patton Road were platted as the Patton Business Second Addition, and Patton Road was made 1,200 feet long to provide more complete access to the northern lots, at which point the existing turn-around was removed and replaced with another at the new northern terminus of the longer cul-de-sac street. At this point, the right-of-way for the former turn-around area became superfluous, and the applicant proposes to improve and expand the property's parking facilities into that area.

4.0 VACATION ANALYSIS

- 4.1 The City of Roseville Public Works Department staff has reviewed the proposed vacation of right-of-way and supports the vacation since there's no future need for the unused portion of right-of-way. Moreover, no public infrastructure is in that area, so no easement is needed to remain in place of the vacated right-of-way. The proposed area to be vacated is illustrated in the survey included with this RPCA as Attachment C.
- 4.2 Since the Planning Commission is responsible for holding the public hearings for applications like the proposed vacation, Planning Division staff is preparing the report and supporting materials for review. But Planning staff doesn't have an interest, *per se*, in such proposals and merely conveys the comments and recommendation of the Public Works Department in addition to coordinating the review of the proposal by the Planning Commission and City Council.

5.0 PUBLIC COMMENT

The duly-noticed public hearing for this application was held by the Planning Commission at its May7, 2014 meeting; upon the conclusion of the public hearing and its review of the application, the Planning Commission voted unanimously (i.e., 5 – 0) to recommend approval of the requested VACATION. Draft minutes of the public hearing are included with this RCA as Attachment D. As of the time this report was prepared, Planning Division staff had received one phone call inquiring about the proposal, but no comments were offered.

6.0 RECOMMENDED COUNCIL ACTION

Adopt a resolution approving the requested VACATION of the unused right-of-way, as illustrated in the vacation survey dated March 20, 2014, based on the comments and findings outlined in Sections 3 – 5 of this report.

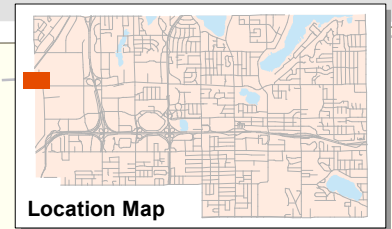
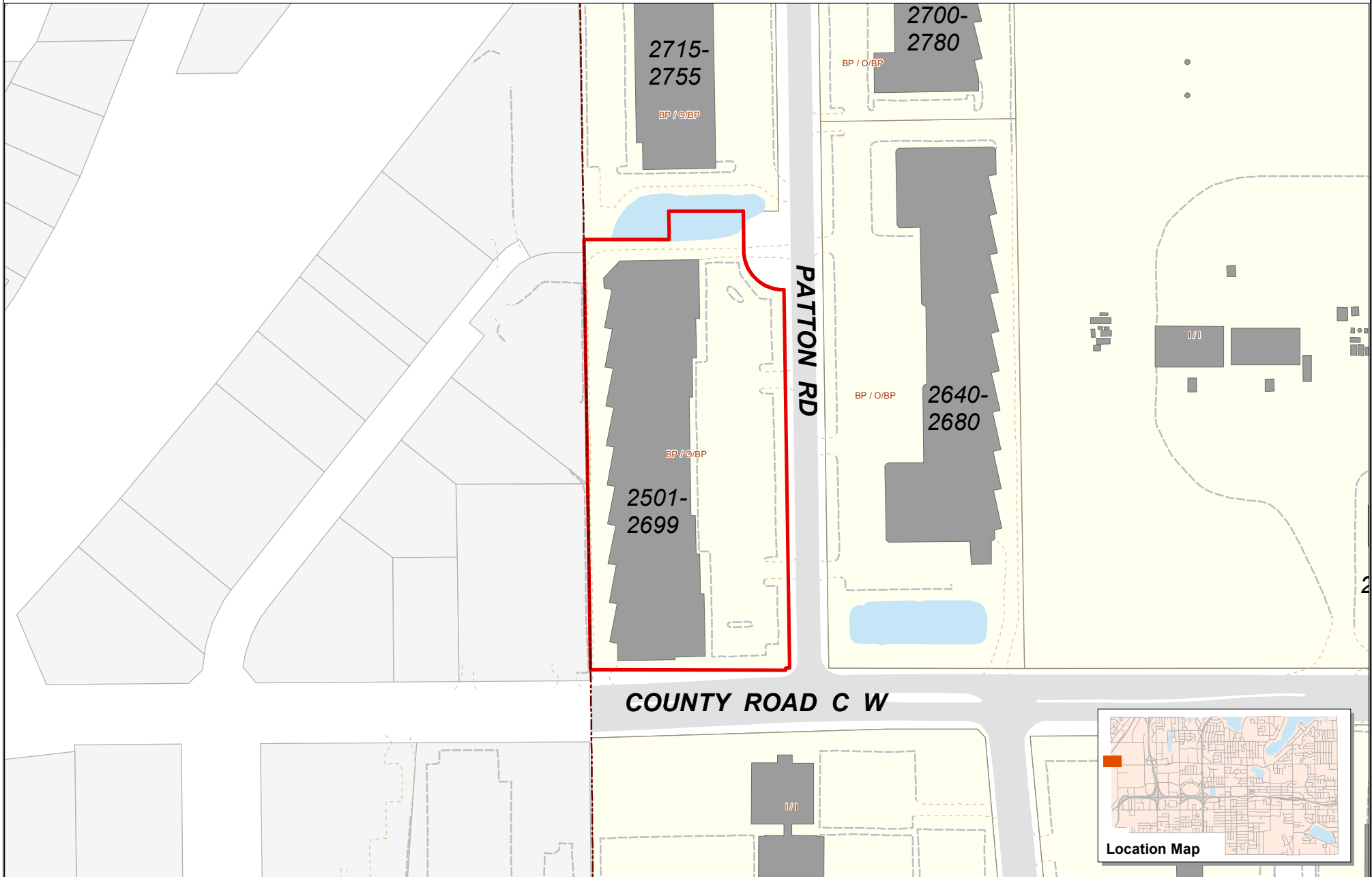
7.0 ALTERNATIVE ACTIONS

- 7.1 **Pass a motion to table the item for future action.** Tabling will require extension of the 60-day action deadline established in Minn. Stat. §15.99.
- 7.2 **Adopt a resolution to deny the requested approval.** Denial should be supported by specific findings of fact based on the City Council's review of the application, applicable zoning regulations, and the public record.

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

Attachments: A: Area map C: Proposed vacation
B: Aerial photo D: Draft public hearing minutes
E: Draft resolution

Attachment A for Planning File 14-009



Prepared by:
Community Development Department
Printed: April 28, 2014



Site Location

LR / LDR-1 Comp Plan / Zoning Designations

Data Sources

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

Disclaimer

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

0 100 200 Feet



mapdoc: planning_commission_location.mxd

Attachment B for Planning File 14-009



Prepared by:
Community Development Department
Printed: April 28, 2014



Site Location

Data Sources

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

* Aerial Data: MnGeo (4/2012)

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

Disclaimer

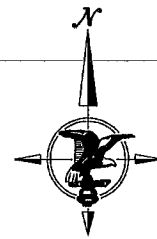
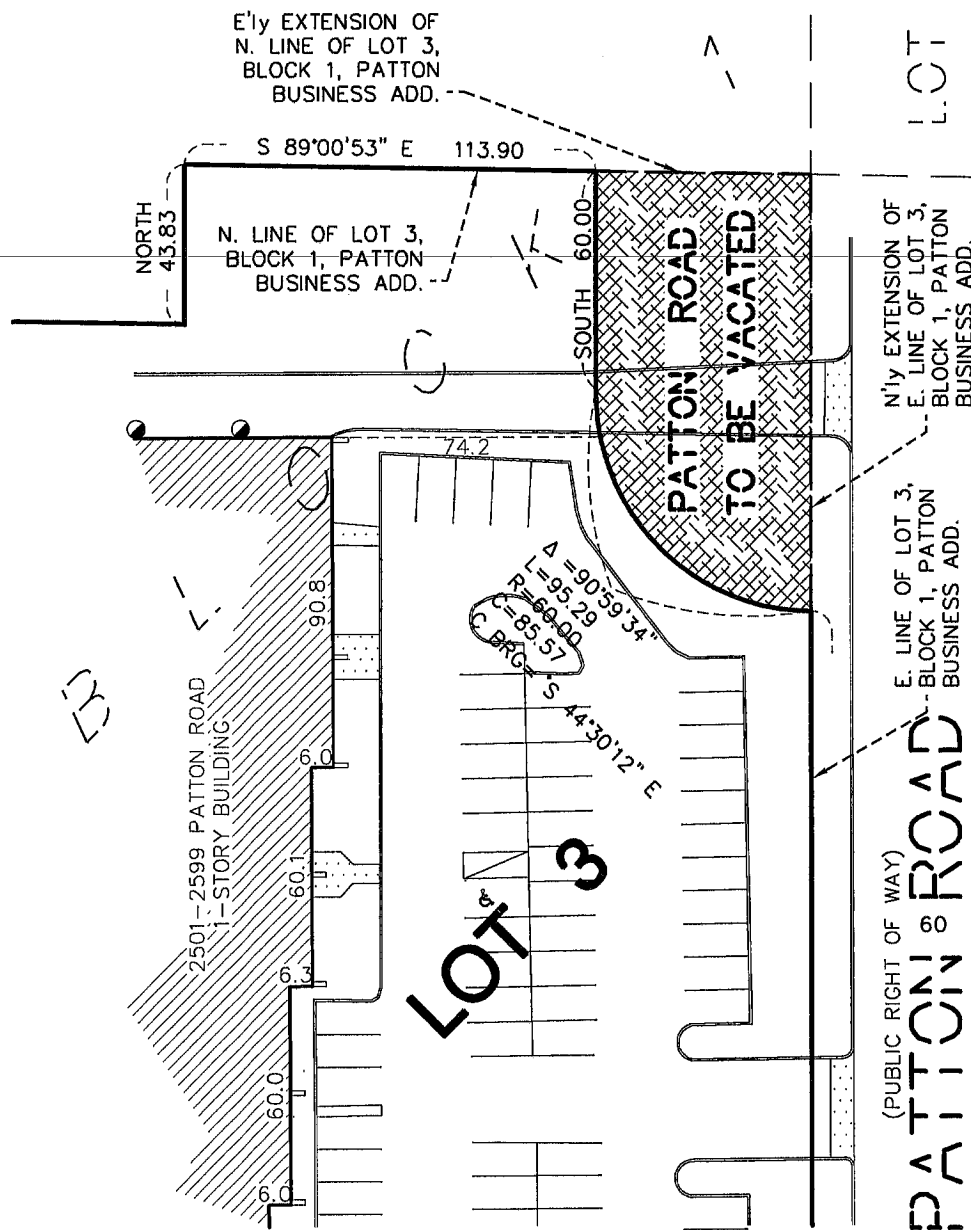
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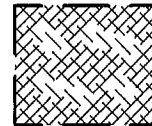


for

LOT 2



SCALE: 1" = 50'

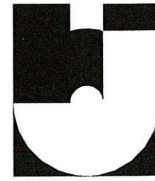


DENOTES PORTION
OF PATTON ROAD
TO BE VACATED

Thomas E. Hodorff, L.S. MN Reg. No. 23677

Page 1 of 2

HARRY S. JOHNSON LAND SURVEYORS



March 27, 2014

Patton Road vacation description:

Vacate that part of Patton Road as dedicated in the plat of Patton Business Addition, Ramsey County, Minnesota, lying southerly of the easterly extension of the north line of Lot 3, Block 1, Patton Business Addition, Ramsey County, Minnesota, and lying westerly of the northerly extension of the east line of said Lot 3.

Harry S. Johnson Co., Inc.

9063 Lyndale Avenue South

Bloomington, MN 55420

tele (952)884-5341

fax (952)884-5344

e-mail: tom@hsjsurveyors.com

www.hsjsurveyors.com

PLANNING FILE 14-009**Request by Lakewest and Commers Enterprises Southtown for VACATION of unused right-of-way at 2501 – 2699 Patton Road**

Chair Gisselquist opened the Public Hearing for Planning File 14-009 at 6:55 p.m.

Senior Planner Bryan Lloyd reviewed the request for VACATION of a small area of right-of-way adjacent to 2501 – 2699 Patton Road, adjacent to County Road C in west Roseville. Mr. Lloyd noted that this right-of-way remained unused after subsequent platting of nearby property after the original platting of the Patton Business Addition in 1985; as detailed in Section 4.2 of the staff report. Mr. Lloyd provided staff's analysis, and advised that they recommended approval, based on their comments and findings as outlined in Sections 4 – 6 of the staff report dated May 7, 2014; and the vacation survey dated March 20, 2014 reviewed as part of this application, and in conjunction with the City's Public Works and Engineering Department's review.

Member Murphy questioned how the curved area would impact the holding pond; with Mr. Lloyd responding that he was not sure of a technical response, and if the Public Works/Engineering staff review had found the need to retain an easement on the property, it would remain even with the requested vacation.

Member Daire questioned the length of the cul-de-sac Patton Road; with Mr. Lloyd responding that even if longer than current standards as a pre-existing and non-conforming condition under State Statute, the property owners would still be required to provide solutions for emergency vehicle access and turnaround areas. With the assistance of Mr. Paschke, Mr. Lloyd noted the current maximum length was 500', but staff was unable to find a record of variance action that addressed the street length as part of their review and analysis.

Member Daire noted that, in Section 4.2 of the staff report, the business addition was done in 1985, at which time Patton Road was 600' long; and then in 1987, that length was extended to 1200'.

Mr. Lloyd noted that the current code standards and maximum lengths could have been incorporated or revised after the fact, but remained as legal, non-conforming provisions.

Mark Rancone, Applicant Representative with Roseville Properties, and representing the building owner partnership

Mr. Rancone noted that this business park consisted of four buildings on Patton Road, and owned by those business partners listed in the staff report.

Mr. Rancone noted that, when the buildings were built in the 1980's, their use was for a combination office/warehouse use, with 30% office and 70% warehouse with loading docks. Over time, Mr. Rancone noted that the use had evolved to medical start ups and other office business uses, and had now been converted to almost 100% office use, and little warehouse use remaining. Mr. Rancone noted that part of this was due to a no longer efficient warehouse use with 14' access doors as had been used in the 1980's. In order to accommodate this higher office percentage use, Mr. Rancone advised that the business park owners were attempting to accommodate additional parking requirements of employees; and that this request would serve to extend the parking by an additional seven stalls, which would extend into the public right-of-way. Mr. Rancone advised that, therefore, it had been determined that it was a good time to clear up the right-of way and lot lines and incorporate all parking on their own land, including that corner of the property.

At the request of Member Daire, Mr. Rancone addressed intended stall sizes and restriping of those stalls. Mr. Rancone clarified that, even though there were no code restriction on stall size, if necessary, they could post signs for compact car use if deemed too small for regular vehicles; but that their intention was that most would be 9' - 10' wide and 16' – 18' deep, depending on the total area available. Mr. Rancone noted that the intent was to provide as many stalls as possible to accommodate employees.

Chair Gisselquist closed Public Hearing at 7:10 p.m.; no one appeared for or against.

MOTION

Member Boguszewski moved, seconded by Member Gisselquist to recommend to the City Council APPROVAL of the proposed VACATION of the unused right-of-way at 2501 – 2699 Patton Road; based on the comments and findings of Sections 4 – 6 and the recommendation of Section 7 of the staff report dated May 7, 2014.

Ayes: 5

Nays: 0

Motion carried.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 9th day of June 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 VACATING A PORTION OF UNUSED RIGHT-OF-WAY AT
2501-2699 PATTON ROAD**

WHEREAS, Lakewest and Commers Enterprises Southtown owns the property at 2501-2699 Patton Road and has applied for vacation of unused right-of-way; and

WHEREAS, the property is legally described as:

That part of Patton Road as dedicated in the plat of Patton Business Addition, Ramsey County, Minnesota, lying southerly of the easterly extension of the north line of Lot 3, Block 1, Patton Business Addition, Ramsey County, Minnesota, and lying westerly of the northerly extension of the east line of said Lot 3;

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed VACATION on May 7, 2014, voting 5 – 0 to recommend approval of the use based on testimony offered at the public hearing as well as the information and findings provided with the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that the vacation would be in the public interest; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA:

1. That the City of Roseville hereby vacates the portion of Patton Road right-of-way legally described above.
2. The vacation applies only to the right-of-way described in Provision 1 above and not to:
(a) the rights of existing utilities, if any; or (b) any other easements running to or benefitting the City of Roseville, if any.
3. The City Manager is directed to execute and record a Notice of Completion of this vacation proceeding pursuant to Minnesota Statutes §412.851. The vacation authorized by this Resolution shall not be effective until the Notice of Completion is recorded in the office of the Ramsey County Recorder.

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

WHEREUPON said resolution was declared duly passed and adopted.

Resolution approving right-of-way vacation at 2501-2699 Patton Road (PF14-009)

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 9th day of June 2014 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of June 2014.

(SEAL)

Patrick Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 9, 2014
Item No.: 7.f

Department Approval



City Manager Approval



Item Description: Approve Mutual Aid Agreement

BACKGROUND

Mutual Aid agreements are common in Minnesota as no law enforcement agency is staffed to satisfactorily handle large scale emergencies and relies on neighboring agencies to partner and deliver law enforcement services to the public.

The general purpose of this Agreement is to enable the Parties and their respective police personnel to come to the aid of other Parties to this Agreement as permitted in Minnesota Statutes, Section 471.59 and Minnesota Statutes, Section 12.331. This Agreement is limited to the named Parties only and does not extend to the State Department of Public Safety or any other political subdivisions of the State of Minnesota.

The previous mutual aid agreement was signed by the same governments in 1968.

Police personnel included in the Mutual Aid Agreement, drafted by the City of St. Paul include: City of Saint Paul, the Ramsey County Sheriff's Office, the City of West Saint Paul, St. Anthony Village, the City of North Saint Paul, the City of Mounds View, the City of White Bear Lake, the City of Roseville, the City of Maplewood, and the City of New Brighton, and all political subdivisions of the State of Minnesota located within Ramsey County

POLICY OBJECTIVE

The Roseville Police department meets all requirements as set forth by the Agreement and it has been reviewed and approved by Roseville's City Attorney's Office. The Agreement contains customary language of other mutual aid agreements.

BUDGET IMPLICATIONS

There are no expected budgetary implications with this agreement.

STAFF RECOMMENDATION

28 Authorize the City of Roseville to enter into the Mutual Aid Agreement.

29 **REQUESTED COUNCIL ACTION**

30 Authorize the City of Roseville to enter into the Mutual Aid Agreement.

Prepared by: Chief Rick Mathwig
Attachments: A: Mutual Aid Agreement

MUTUAL AID AGREEMENT

THIS MUTUAL AID AGREEMENT ("Agreement") is made effective as of January 1, 2014, by and among the City of Saint Paul, Ramsey County, St. Anthony Village, the City of North Saint Paul, the City of Mounds View, the City of White Bear Lake, the City of Roseville, the City of Maplewood, and the City of New Brighton, all political subdivisions of the State of Minnesota that either constitute, or are located within, Ramsey County, collectively referred to as "Parties", pursuant to the provisions of Minnesota Statutes §471.59, the Joint Powers Act ("Agreement").

WHEREAS, The Parties desire to be prepared to adequately address fire, flood, natural disaster, civil disturbance, or any other emergency that may occur within the jurisdictions of the Parties; and

WHEREAS, In order to protect the public peace and safety, and to preserve the lives and property of people in each jurisdiction, the Parties agree to furnish assistance to one another in the event of said emergencies.

NOW, THEREFORE, The Parties hereby agree to furnish assistance to each other upon the terms and conditions set forth in this Agreement.

I. Purpose

The general purpose of this Agreement is to enable the Parties and their respective law enforcement personnel to come to the aid of other Parties to this Agreement as permitted in Minnesota Statutes §471.59 and Minnesota Statutes §12.331. This Agreement is limited to the named Parties only and does not extend to the State Department of Public Safety or any other political subdivisions of the State of Minnesota.

II. Definitions

The capitalized terms in this Agreement shall have the following meanings:

Emergency means any disaster including, but not limited to, a multi-alarm fire; casualty involving the damage, collapse or destruction of private or public infrastructure; accident or occurrence involving one or more modes of transportation including, but not limited to air, rail, vehicular or watercraft; civil disorder or disturbance; release of contaminants or pollutants, hazardous substances or hazardous waste that necessitates the evacuation of occupants from structures or some defined geographic area; any quarantine or limitation on the movement of persons due to disease or threat to health and safety of the general population; any threat to national security; "Disaster" and "Emergency" as defined in

Minnesota Statutes §12.03; and “Emergency” and “Major disaster” as defined in 44 CFR Sections 206.2(a)(9) and (17).

Incident Commander means the ranking peace officer designated by the Requesting Party to be responsible for overseeing the management of Emergency Responders and for the planning, logistics and finances at the field level during an Emergency.

Police Officer means any of the law enforcement personnel of the Parties.

Providing Party means the entity that provides mutual aid assistance to the Requesting Party.

Requesting Party means the entity that requests mutual aid assistance under this Agreement.

Self-Deployment means deploying resources without a request for mutual aid assistance from a Requesting Party.

State means the State of Minnesota.

III. Assistance

A Party may request assistance from any other Party to respond to an Emergency or as a participant in drills or exercises authorized under legislation or this Mutual Aid Agreement. A request for Emergency assistance shall be made by a Requesting Party to a Providing Party by contacting its chief executive officer or his/her designee. Requests may either be verbal or in writing. Any verbal requests will be followed by a written request made by the Requesting Party to the Providing Party’s chief executive officer or designee as soon as practical or within such period of time as provided by law.

Requests and responses to requests under this Agreement are limited to law enforcement services, equipment, supplies, and related resources.

In the case of an Emergency for which a Requesting Party will seek reimbursement of costs from the Federal Emergency Management Agency (FEMA), the Requesting Party shall make the request for assistance to each Providing Party and the Incident Commander shall monitor and oversee the documentation of the performance of Emergency work and the documentation of reasonable and reimbursable costs of a Providing Party in accordance with the FEMA Disaster Assistance Policy and will disburse the federal share of funds owed to a Providing Party.

In response to a request for assistance under this Agreement, a Providing Party may authorize and direct personnel to go to the assistance of a Requesting Party. The Providing Party shall

81 provide personnel who possess the required qualifications along with the equipment and
82 supplies of the Providing Party to the Requesting Party at the discretion of the Providing
83 Party and as otherwise deemed necessary by the Requesting Party and the Incident
84 Commander.
85

86 IV. Workers' Compensation

87 Each Party will be responsible for injuries or death of its own personnel. Each Party will
88 maintain workers' compensation insurance or a program of self-insurance covering its own
89 personnel while they are providing assistance pursuant to this Agreement. Each Party waives
90 the right to sue any other Party for any workers' compensation benefits paid to its own
91 employee or volunteer or their dependents, even if the injuries were caused wholly or
92 partially by the negligence of any other Party or its officers, employees, or volunteers.
93

94 V. Damage to Equipment

95 Each Party shall be responsible for damages to or loss of its own equipment used to respond
96 to an Emergency under this Agreement. Each party waives the right to sue any other Party
97 for any damages to or loss of its equipment, even if the damages or losses were caused
98 wholly or partially by the negligence of any other Party or its officers, employees, or
99 volunteers.
100

101 VI. Charges to the Requesting Party

102 A. If a local, state, or federal Emergency is declared, a Providing Party will charge a
103 Requesting Party for assistance rendered under the terms of this Agreement. The
104 Providing Parties will submit to the Requesting Party an itemized bill for the actual cost
105 of any assistance provided, including salaries, overtime, materials and supplies and other
106 necessary expenses, and the Requesting Party will reimburse the Providing Party for that
107 amount.
108

109 B. Such charges are not contingent upon the availability of federal or state government
110 funds or the declaration of a major disaster or emergency by the Federal government.
111

112 C. No Party will be responsible for the reimbursement of Self Deployment costs.
113

114 D. If there is no formal Emergency declaration, a Party may still provide mutual aid as
115 requested by another Party, with or without reimbursement as mutually agreed upon by
116 the involved Parties, and pursuant to all other terms of this Agreement.
117

VII. Limitations

A Party's decision to provide assistance in response to, or recovery from, an Emergency, or in authorized drills or exercise is subject to the following conditions:

1. A Party may withhold resources to the extent necessary to provide reasonable protection and services within its own jurisdiction.

2. A Providing Party may recall assistance at any time in the best interests of that Party.

3. Emergency response personnel of a Providing Party shall follow the policies and procedures of the Providing Party and will be under the Providing Party's command and control, but will follow the operational direction of the Incident Commander and be subject to the incident management system of the Requesting Party.

4. Assets and equipment of a Providing Party shall remain under the control of the Providing Party, but shall be under the operational control of the Incident Commander within the incident management system of the Requesting Party.

VIII. Term of Agreement

This Agreement shall be in full force and effect from January 1, 2014, through December 31, 2022, subject to Section XV Withdrawal of Party/Termination of Agreement.

IX. Liability and Indemnification

For purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. 466), the employees and officers of a Providing Party are deemed to be employees (as defined in Minn. Stat. §466.01, subdivision 6) of the Requesting Party.

The Requesting Party agrees to defend and indemnify Providing Parties against any claims brought or actions filed against a Providing Party or any officer, employee, or volunteer of a Providing Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

Under no circumstances, however, shall a Party be required to pay on behalf of itself and other Parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one Party. The limits of liability for some or all of the Parties may not be added together to determine the maximum amount of liability for any Party.

The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify Providing Parties for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of

creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

No Party to this Agreement or any officer of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish assistance to any other Party, or for recalling assistance, both as described in this Agreement.

Nothing in this Agreement is intended to prevent or hinder the pursuit of applicable state or federal benefits to personnel who respond or render assistance pursuant to an Emergency request and sustain injury or death in the course of, and arising out of, their employment and response or assistance under this Agreement.

Providing Parties shall not be responsible for any injuries, damages or losses arising from the acts or omissions of personnel of the Requesting Party and its officers, employees, agents and assigns.

X. General Compliance

All Parties agree to comply with all applicable federal, state and local laws and regulations governing any services provided under this Agreement.

XI. Accounting Standards and Retention of Records

A. Accounting – All Parties agree to maintain the necessary source documentation and enforce sufficient internal controls as dictated by generally accepted accounting practices and as required by FEMA to properly account for expenses incurred under this Agreement.

B. Retention of Records – All Parties will retain all records pertinent to expenditures incurred under this Agreement as required by the applicable records retention schedule approved by the Minnesota Records Disposition Panel.

XII. Data Practices

All Parties agree to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. Each Party must immediately report to other Parties any requests from third parties for information relating to activities performed pursuant to this Agreement. Each Party agrees to promptly respond to inquiries from other Parties concerning data requests. Each Party agrees to hold the other Parties, their officers and employees harmless from any claims resulting from unlawful disclosure or use of data protected under state and federal laws by the Party.

195 XIII. Applicable Law

196 The laws of the State of Minnesota shall govern all interpretations of this Agreement and any
197 litigation which may arise under this Agreement will be venued in Ramsey County,
198 Minnesota.
199

200 XIV. Non-Discrimination

201 All Parties agree to comply with the provisions of all applicable federal and state statutes and
202 regulations pertaining to civil rights and nondiscrimination including, without limitation,
203 Minnesota Statutes §, Section 181.59 and Chapter 363A.
204

205 XV. Withdrawal of Party/Termination of Agreement

206 A. Without Cause. A Party may withdraw from this Agreement without cause upon thirty
207 (30) days written notice to the designated recipients for the other Parties. If withdrawal is
208 without cause, the Parties shall pay the withdrawing Party all reimbursements and
209 payments to which it is entitled under this Agreement, to the date of withdrawal. Any
210 withdrawing Party must also pay all obligations owed to any other Party under this
211 Agreement, to the date of withdrawal.
212

213 B. For Cause. A Party may terminate this Agreement if another Party fails to perform in
214 accordance with the provisions of this the Agreement in a proper and timely manner, or
215 otherwise violates the terms of this Agreement. The non-defaulting Party shall have the
216 right to terminate this Agreement, if the default has not been cured after ten (10) days
217 written notice has been provided.
218

219 C. Withdrawal of a Party will not terminate, invalidate, or otherwise change the terms of this
220 Agreement with respect to all remaining Parties.

221 D. This Agreement shall terminate upon expiration of the Term or by mutual written
222 agreement of all Parties in the form of a resolution by the Party's governing body.
223

224 XVI. Severability

225 Should a court of competent jurisdiction rule any portion, section or subsection of this
226 Agreement invalid or nullified, that fact shall not affect or invalidate any other portion,
227 section or subsection; and all remaining portions, sections or subsections shall remain in full
228 force and effect.
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IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

FOR THE CITY OF SAINT PAUL

Approved _____
Thomas Smith, Chief of Police

Approved _____
Christopher Coleman, Mayor

Approved _____
Todd Hurley, Financial Services

Approved as to Form

By: _____
Assistant City Attorney

Designee for purposes of receipt of Notice:

Title: _____

Address: _____

260 FOR RAMSEY COUNTY
261 Approved:
262
263 _____
264 Julie Kleinschmidt, County Manager
265
266
267 Approval recommended:
268
269 _____
270 Matt Bostrom, Sheriff
271
272
273 Approved as to Form:
274
275 _____
276 Assistant County Attorney
277
278 Designee for purposes of receipt of Notice:
279
280 Title: _____
281 Address: _____
282
283
284

285 FOR THE CITY OF MAPLEWOOD

286

287 Approved as to Form

288

289 By: _____

290 Assistant City Attorney

291

292 Approved _____

293 Chief of Police

294

295 Approved _____

296 Mayor

297

298 Approved _____

299 Finance Director

300

301

302 Designee for purposes of receipt of Notice:

303

304 Title: _____

305 Address: _____

306

307

308

309 FOR THE CITY OF MOUNDS VIEW

310

311 Approved as to Form

312

313

314 By: _____

315 Assistant City Attorney

316

317 Approved _____

318 Chief of Police

319

320 Approved _____

321 Mayor

322

323 Approved _____

324 Finance Director

325

326 Designee for purposes of receipt of Notice:

327

328 Title: _____

329 Address: _____

330

331

332

333

334 FOR THE CITY OF NEW BRIGHTON

335

336 Approved as to Form

337

338 By: _____

339 City Attorney

340

341 Approved _____

342 Mayor

343

344 Approved _____

345 City Manager

346

347 Designee for purposes of receipt of Notice:

348

349 Title: _____

350 Address: _____

351

352

353

354 FOR THE CITY OF NORTH SAINT PAUL

355

356 Approved as to Form

357

358

359 By: _____
360 Assistant City Attorney

361

362 Approved _____
363 Chief of Police

364

365 Approved _____
366 Mayor

367

368 Approved _____
369 Finance Director

370

371

372 Designee for purposes of receipt of Notice:

373

374 Title: _____

375 Address: _____

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385 FOR THE CITY OF ROSEVILLE

386

387 Approved as to Form

388

389

390 Approved

Mayor Daniel J. Roe

391

392

393 Approved

City Manager Patrick J. Trudgeon

394

395

396 Approved

Chief of Police Rick Mathwig

397

398

399

400 FOR ST. ANTHONY VILLAGE

401

402 Approved as to Form

403

404 By: _____

405 Assistant City Attorney

406

407 Approved _____

408 Chief of Police

409

410 Approved _____

411 Mayor

412

413 Approved _____

414 Finance Director

415

416 Designee for purposes of receipt of Notice:

417

418 Title: _____

419 Address: _____

420

421

422

423 FOR THE CITY OF WHITE BEAR LAKE

424

425 Approved as to Form

426

427

428 By: _____

429 Assistant City Attorney

430

431 Approved _____

432 Chief of Police

433

434 Approved _____

435 Mayor

436

437 Approved _____

438 Finance Director

439

440 Designee for purposes of receipt of Notice:

441

442 Title: _____

443 Address: _____

444

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 6/9/2014
Item No.: 7.g

Department Approval



City Manager Approval



Item Description: Approve a Resolution to Join the Petition for Rice Creek Watershed District to Establish a Phased Basic Water Management Project

BACKGROUND

In summer of 2013, the cities of New Brighton and St. Anthony petitioned the Rice Creek Watershed District (RCWD) for a Basic Water Management Project to address storm water management and flooding issues within the sub-watersheds of three Ramsey County ditches: Ramsey County Ditch (RCD) 2, RCD 3, and RCD 5. A report was completed by the two cities and submitted to the RCWD, identifying flooding locations following the July, 2011, storm event. On August 19, 2013, the RCWD board received the petition and initiated the development of the Basic Water Management Project, which is broken into four phases:

Phase 1: Identifying and analyzing current conditions, challenges and opportunities related to storm water management and flood damage within the Cities and making recommendations of actions likely to address comprehensive storm water management and flood damage issues within the Cities and those downstream areas affected by storm water runoff including Pike and Long Lake;

Phase 2: Developing a regional, comprehensive storm water management and flood damage reduction plan, to include water quality features, which identifies capital improvements and other actions to be undertaken by the Cities and the Rice Creek Watershed District;

Phase 3: Developing implementation timelines and priorities, costs allocations and revenue generation methods for both implementation and long term maintenance of capital improvements and water quality features;

Phase 4: Implementing one or more of the project components identified in Phase 2 as a coordinated series of capital improvements by the Cities and the Rice Creek Watershed District;

City of Roseville staff was invited to informally participate in the phase 1 process, which began in November, 2013. The phase 1 process consisted of several meetings to discuss goals and objectives, identify problem areas and potential projects within RCD 2, RCD 3, and RCD 5 sub-watersheds. RCD 5 is the only ditch that falls within the City of Roseville's boundaries, and includes the northwest corner of the City (west of Fairview Avenue and north of County Road B.)

A draft Phase 1 Report was completed in March, 2014 that identifies areas within the sub-watershed of Ramsey County Ditch 5 in the City where project components could be developed and implemented to provide both local and regional storm water management and flood damage reduction benefit. It also identifies two project components, Mirror Lake (located in St. Anthony) and Hansen Park (located in New Brighton) as key features in the overall project objectives. These two project components will provide regional water quality, storm water and flood management benefits, and are ready for immediate implementation. RCWD applied for, and was successful in, securing a Targeted Watershed Demonstration Grant from the Board of Water and Soil Resources for these improvements.

Due to the timing of the grant, the original petition needs to be amended to allow the Mirror Pond and Hansen Park projects to be completed before identifying and developing other projects within the study area. Since the study area was expanded to include areas within Roseville, RCWD staff recommends that Roseville formally join the petition.

POLICY OBJECTIVE

The RCD 5 sub-watershed is listed as a problem area in the City's Comprehensive Surface Water Management Plan (CSWMP.) Some of the goals from the City's CSWMP are to provide flood protection for all residents and structures, protect the integrity of storm water conveyance channels and storm water detention areas, and improve water quality to lakes and wetlands. City policy is to cooperate with other agencies for mutual benefit whenever possible. The attached petition details the requested actions. This petition has been reviewed by the City Attorney.

FINANCIAL IMPACTS

Joining the petition has no direct financial impacts. There may be financial impacts during the implementation phase if projects are constructed in the City of Roseville and there are local benefits identified along with the regional benefits. Cost participation agreements would be negotiated and presented to the City Council for approval at that time.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the resolution joining the petition for the Rice Creek Watershed District to establish a Basic Water Management Project.

REQUESTED COUNCIL ACTION

Approve the resolution joining the petition for the Rice Creek Watershed District to establish a Basic Water Management Project.

Prepared by: Kristine Giga
Attachments: A: Resolution
B: Petition

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 9th day of June, 2014, 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 No.

RESOLUTION OF INTENT TO JOIN THE AMENDED THE PETITION FOR THE NEW BRIGHTON/ST. ANTHONY BASIC WATER MANAGEMENT PROJECT, RICE CREEK WATERSHED DISTRICT PROJECT 2013-01, TO ACKNOWLEDGE THE ALLOCATION OF LOCAL PROJECT COSTS FOR THE MIRROR LAKE AND HANSEN PARK PROJECT COMPONENTS, TO ALLOW PROCEEDING TO PROJECT PHASES 2 & 3 FOR OTHER PROJECT COMPONENTS, AND AUTHORIZING AMENDED PETITION

WHEREAS, the City Councils of the Cities of New Brighton and St. Anthony approved a petition to the Rice Creek Watershed District for a Basic Water Management Project to address stormwater management and flooding within the Cities of New Brighton and Saint Anthony which is attached as Attachment B; and,

WHEREAS, on August 28, 2013, by Resolution 2013-23, the Watershed District Board of Managers initiated the project, assigning Project Number 2013-01, and appointed Houston Engineering as the project engineer to make surveys, maps, analyses and reports for the project as necessary and consistent with the project phasing, coordination and implementation proposals contained within the Petition; and,

WHEREAS, City staff have informally participated in phase 1 of the project phasing, coordination and implementation proposals contained within the Petition; and,

WHEREAS, City staff, based on the Basic Water Management Project's potential to address stormwater management and flooding issues within the City of Roseville, recommend that the City join the petition for the Basic Water Management Project by amendment thereto.

38 WHEREAS, phase 1 of the project phasing, coordination and implementation proposals
39 contained within the original Petition is complete and the project engineer has submitted
40 a draft Phase 1 Report dated March 31, 2014; and,

41
42 WHEREAS, the draft Phase 1 Report identifies areas within the sub-watershed of
43 Ramsey County Ditch 5 in the City where project components could be developed and
44 implemented to provide both local and regional stormwater management and flood
45 damage reduction benefit; and,

46
47 WHEREAS, the draft Phase 1 Report identifies two project components, Mirror Lake and
48 Hansen Park, as key features in the overall project objectives and as ready for immediate
49 implementation while other project components are being developed and analyzed; and,

50
51 WHEREAS, the Hansen Park project component will manage a portion of stormwater
52 drainage from the City via Ramsey County Ditch 5; and,

53
54 WHEREAS, during the phase 1 proceedings, the Watershed District submitted a Targeted
55 Watershed Demonstration Grant proposal to the Board of Water and Soil Resources
56 which included the Mirror Lake and Hansen Park project components; and,

57
58 WHEREAS, the Watershed District was successful in its proposal and has received a
59 grant to be used to pay the cost of various projects, including implementation of the
60 Mirror Lake and Hansen Park project components of the petitioned Basic Water
61 Management Project; and,

62
63 WHEREAS, the Watershed District has determined that the regional water quality,
64 stormwater and flood management benefits created by implementation of the project
65 components justify the use of District derived funds to pay 100% of the cost to
66 implement the Mirror Lake and Hansen Park project components of the petitioned Basic
67 Water Management Project, without allocation to the project petitioners; and,

68
69 NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roseville
70 hereby expresses its intent to join the amended the petition for the New Brighton/St.
71 Anthony Basic Water Management Project, Rice Creek Watershed District Project 2013-
72 01, to allow implementation of Mirror Lake and Hansen Park project components without
73 delay, to acknowledge the allocation of local project costs for the Mirror Lake and
74 Hansen Park project components as indicated above, to allow proceeding to project
75 phases 2 & 3 concurrently, with the inclusion of project components within the sub-
76 watershed of Ramsey County Ditch 5; and,

77
78 FURTHER, The City Council hereby approves the attached amendment to the petition
79 for the New Brighton/St. Anthony Basic Water Management Project, Rice Creek
80 Watershed District Project 2013-01.

81

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

85

86 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
RICE CREEK WATERSHED DISTRICT

The matter of Watershed Basic Water Management Project 2013-01 (upon the petition of the Cities of New Brighton and Saint Anthony)

Amended Petition, adding the City of Roseville and directing further proceedings

Petitioners Cities of New Brighton, Roseville and Saint Anthony, for this amended petition to the Board of Managers of the Rice Creek Watershed District state and request the following:

1. On August 19, 2013, the Rice Creek Watershed District (RCWD) Board of Managers received the Joint Petition of the Cities of New Brighton and Saint Anthony for the establishment of a phased basic water management project to develop a comprehensive and integrated strategy for stormwater management, flood damage reduction, and water quality enhancement within the Cities that implements a series of project components to achieve reasonable stormwater management and flood damage reduction objectives.
2. On August 28, 2013, by Resolution 2013-23, the Watershed District Board of Managers initiated the project, assigning Project Number 2013-01, and appointed Houston Engineering as the project engineer to make surveys, maps, analyses and reports for the project as necessary and consistent with the project phasing, coordination and implementation proposals contained within the Petition.
3. The original petition and the terms and processes contained therein remain valid, except to the extent amended herein.
4. Phase 1 of the project phasing, coordination and implementation proposals contained within the original Petition is complete and the project engineer has submitted a draft Phase 1 Report dated March 31, 2014.
5. Staff members from the Cities of New Brighton, Roseville and Saint Anthony have participated in the phase 1 process. In addition to the areas previously identified within the City of New Brighton and St. Anthony, the City of Roseville staff has identified areas within the sub-watershed of Ramsey County Ditch 5 in the City where project components could be developed and implemented to provide both local and regional stormwater management and flood damage reduction benefit.
6. The draft Phase 1 Report leaves open the opportunity to develop project components in phases 2 and 3 to address issues within the City of Roseville and conveyance issues downstream of Long Lake.

7. The draft Phase 1 Report identifies two project components, Mirror Lake and Hansen Park, as key features in the overall project objectives and as ready for immediate implementation while other project components are being developed and analyzed.

8. Both the Mirror Lake and Hansen Park project components are identified in July 2011 Flood Investigation and Stormwater Modeling Reports of the Cities of New Brighton and St. Anthony.

9. During the phase 1 proceedings, the Watershed District submitted a Targeted Watershed Demonstration Grant proposal to the Board of Water and Soil Resources which included the Mirror Lake and Hansen Park project components.

10. The Watershed District was successful in its proposal and has received a grant to be used to pay the cost of various projects, including implementation of the Mirror Lake and Hansen Park project components of the petitioned Basic Water Management Project.

11. The engineer has issued a preliminary opinion of cost to implement the Mirror Lake and Hansen Park project components of the petitioned Basic Water Management Project. The grant funding is not sufficient to pay 100% of the cost to implement the Mirror Lake and Hansen Park project components of the petitioned Basic Water Management Project. However, the Watershed District Board of Managers has determined that implementation of the project components creates both water quality benefits and regional stormwater and flood management benefits. Therefore, the Watershed District will fund implementation of the Mirror Lake and Hansen Park project components of the petitioned Basic Water Management Project from District derived funds without allocation of costs to the project petitioners. Implementation final funding is subject to further proceedings pursuant to this petition.

12. The petitioners agree that phase 1 of the project phasing, coordination and implementation proposals contained within the original Petition is complete and concur in the content of the draft Phase 1 Report dated March 31, 2014.

13. Based on the foregoing, the petitioners amend the original petition as follows:

- a. to allow implementation of Mirror Lake and Hansen Park project components without delay.
- b. to allow proceeding to project phases 2 & 3 concurrently, with the inclusion of project components within the sub-watershed of Ramsey County Ditch 5.
- c. to allow the addition of the City of Roseville as an additional petitioner for the Basic Water Management Project, as if a party to the original petition.

14. The Cities, therefore, amend the original petition to the Rice Creek Watershed District initiating Basic Water Management Project 2013-01 for the following purposes:

- a. Phase 1: Identifying and analyzing current conditions, challenges and opportunities related to stormwater management and flood damage within the

Cities and making recommendations of actions likely to address comprehensive stormwater management and flood damage issues within the Cities and those downstream areas affected by stormwater runoff including Pike and Long Lake;

- b. Phase 2: Developing a regional, comprehensive stormwater management and flood damage reduction plan, to include water quality features, which identifies capital improvements and other actions to be undertaken by the Cities and the Rice Creek Watershed District;
- c. Phase 3: Developing implementation timelines and priorities, costs allocations and revenue generation methods for both implementation and long term maintenance of capital improvements and water quality features;
- d. Phase 4: Implementing one or more of the project components identified in Phase 2 as a coordinated series of capital improvements by the Cities and the Rice Creek Watershed District;

15. This amended petition allows the Watershed District, in cooperation with the petitioners, to take actions set forth in paragraphs 14.b.-c. above until such time as the petitioners, individually or jointly, amend this petition to proceed with subsequent actions contained in paragraph 14. d.

16. This amended petition allows the Watershed District, in cooperation with the petitioners, to take actions set forth in paragraph 14.d. above for the implementation of the Mirror Lake and Hansen Park project components.

17. The costs of the Mirror Lake and Hansen Park project components, based on the engineer's opinion of cost, shall be allocated between proceeds from the Targeted Watershed Demonstration Grant and District derived funds based on the identification of regional benefit from implementation of the project components.

18. Subject to the provisions of Statutes Section 103D.705, Subdivisions 3 & 4, the Petitioners may dismiss this petition or any amendment hereof. Failure to amend the petition to authorize a subsequent phase of the project shall be deemed a dismissal of the petition.

19. This petition is conditioned upon the following process to be followed by the Rice Creek Watershed District in implementing project phases:

- a. Pre-coordination: The Cities and the Rice Creek Watershed District shall meet at the initiation of any project phase to establish a scope of work and anticipated cost.
- b. Study/Component Development: The Rice Creek Watershed District, in consultation with City staff shall prepare all studies and develop project features consistent with project phases and purposes described in paragraph 14. Project study and component development shall culminate with a joint presentation to the City Councils of the outcomes and recommendations of the Rice Creek Watershed District.
- c. Concurrence/Petition Amendment: The City Councils, considering the information and recommendations presented by the Rice Creek Watershed

District, shall concur or not concur with one or more of the recommendations and either authorize petition amendment to proceed with a subsequent phase of the project or dismiss the petition.

20. This petition is authorized by separate resolution of the City Councils authorizing their respective Mayors and City Managers to sign and submit this petition as the action of each City.

21. The proposed Basic Water Management Project will be conducive to the public health, safety, convenience and welfare of the Cities and their residents as well as regional providers and consumers of goods and services within the Cities.

22. The Cities, by action of their individual Councils, concur in the Rice Creek Watershed District's exercise of alternative authority to maintain and improve public drainage systems within the Cities as provided in Minnesota Statutes Section 103D.621, subd. 4.

23. The Cities request, as part of their petition, that the Rice Creek Watershed District exercise its full authorities for generating revenues for the implementation of the petitioned project.

24. All actions described in this Petition are intended to support and be implemented as part of a petitioned Basic Water Management Project of the Rice Creek Watershed District.

25. This petition may be executed in counterparts.

SIGNATURE PAGES TO FOLLOW

SIGNATURE PAGE OF THE CITY OF NEW BRIGHTON TO THE AMENDED PETITION
TO THE RICE CREEK WATERSHED DISTRICT INITIATING BASIC WATER
MANAGEMENT PROJECT 2013-01 TO ADDRESS STORMWATER MANAGEMENT AND
FLOODING WITHIN THE CITIES OF NEW BRIGHTON, ROSEVILLE AND SAINT
ANTHONY, MINNESOTA

Respectfully Submitted:

City of New Brighton

Dated: _____

By _____
Its Mayor

Attest:

By: _____
Its City Manager

SIGNATURE PAGE OF THE CITY OF ROSEVILLE TO THE AMENDED PETITION TO
THE RICE CREEK WATERSHED DISTRICT INITIATING BASIC WATER
MANAGEMENT PROJECT 2013-01 TO ADDRESS STORMWATER MANAGEMENT AND
FLOODING WITHIN THE CITIES OF NEW BRIGHTON, ROSEVILLE AND SAINT
ANTHONY, MINNESOTA

Respectfully Submitted:

City of Roseville

Dated: _____

By _____
Its Mayor

Attest:

By: _____
Its City Manager

SIGNATURE PAGE OF THE CITY OF SAINT ANTHONY TO THE AMENDED PETITION
TO THE RICE CREEK WATERSHED DISTRICT INITIATING BASIC WATER
MANAGEMENT PROJECT 2013-01 TO ADDRESS STORMWATER MANAGEMENT AND
FLOODING WITHIN THE CITIES OF NEW BRIGHTON, ROSEVILLE AND SAINT
ANTHONY, MINNESOTA

Respectfully Submitted:

City of Saint Anthony

Dated: _____

By _____
Its Mayor

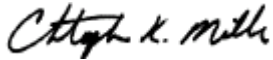
Attest:

By: _____
Its City Manager

REQUEST FOR COUNCIL ACTION

Date: 06/09/14
Item No.: 7.h

Department Approval



City Manager Approval



Item Description: Consider Approving IT Shared Service Agreement with the City of Centerville

BACKGROUND

Minnesota State Statute 471.59 authorizes political subdivisions of the State to enter into joint powers agreements (JPA) or Shared Services Agreements for the joint exercise of powers that are common to each entity. Over the past several months, the City of Centerville and the City of Roseville have held on-going discussions in regards to the sharing of IT support services.

The City of Roseville currently employs thirteen full-time employees to administer the information systems for the City of Roseville and 31 other municipal and governmental agencies. The proposed Agreement with the City of Centerville is similar to the other agreements in both structure and substance.

The attached Agreement has been approved by the City of Centerville and is awaiting approval from the Roseville City Council.

POLICY OBJECTIVE

Joint cooperative ventures are consistent with past practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

The proposed Agreement provides non-tax revenues to support City operations. The hourly rates charged to other cities or entities are more than the cost of a City employee; yet substantially lower than could be obtained from private companies – hence the value to other cities is greater. For 2014, it is projected that the services provided to Centerville will include on-going services in the amount of \$127.25 per month and a one-time setup charge of up to \$4,600.00.

There is no budget impact. The presence of the Agreement along with existing revenue sources is sufficient to fund the City's added personnel and related information systems costs related to the contracted services.

STAFF RECOMMENDATION

Staff recommends the Council approve the attached Shared Service Agreement.

29 **REQUESTED COUNCIL ACTION**

30 Approve the attached Shared Services Agreement with the City of Centerville for the purposes of providing
31 IT support services.

32

Prepared by: Chris Miller, Finance Director

Attachments: A: IT Shared Service Agreement with the City of Centerville

33

INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT

This INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT (this "Agreement") entered into by and between the City of Roseville, a Minnesota municipal corporation ("Roseville"), and the City of Centerville, a Minnesota municipal corporation ("Centerville"), is effective upon the execution of this Agreement by the named officers of both organizations. Roseville and Centerville are referred to individually as "Party" and collectively as the "Parties" or the "Cities".

WHEREAS: The City of Roseville and the City of Centerville agree to work collaboratively in the areas of Information Technology and related service areas, collectively referred to as "IT", and,

WHEREAS: The purpose of this Agreement is to define the terms and conditions under which services will be defined and provided by Roseville, by and through Roseville's Information Technology Division ("Roseville IT") to Centerville.

NOW, THEREFORE, in consideration of the mutual covenants herein and for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows;

SECTION 1- DEFINITIONS. As used in this Agreement, certain terms shall have the following meanings:

- 1.1** "Agreement" shall mean the combined terms and conditions of this Agreement and of specific Task Order depending on context.
- 1.2** "Provider" shall mean the party to this Agreement defined within a Task Order specified as providing the service to the other party.
- 1.3** "Recipient" shall mean the party to this Agreement defined within a Task Order specified as receiving services from or through the other party.
- 1.4** "Services" shall generally represent the "Scope of Services" as defined within a Task Order and may represent any combination of labor, whether provided by the Provider's employees or a third party designated by the Provider, use of facilities, equipment, software, or material goods utilized or consumed in providing the Services.
- 1.5** "Task Order" shall represent the terms and conditions of this Agreement that specify services, products, and other costs incurred by one party that are to be compensated by the other party. Task Order refers to the written specifications for either annually renewable Services or project-based Services that are completed under accomplishment of specified deliverables or other project event. Task Orders are more fully defined in Section 10.
- 1.6** "Holidays" includes New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving, Christmas Eve, Christmas Day, and other holidays customarily recognized by either party.
- 1.7** "Service Hours" means, unless otherwise noted, the hours of 8 a.m. to 5 p.m. local time, Monday through Friday, excluding Holidays.

1.8 "Entity" means any corporation (including any non-profit corporation), general partnership, limited partnership, limited liability partnership, joint venture, estate, trust, cooperative, foundation, society, political party, union, company (including any limited liability company or joint stock company), firm or other enterprise, association, organization or entity.

1.9 "Governmental Body" means any (a) nation, principality, state, commonwealth, province, territory, county, municipality, district or other jurisdiction; (b) federal, state, local, municipal or foreign government (including any agency, department, bureau, division, court, or other administrative or judicial body thereof); or (c) governmental or quasi-governmental authority of any nature.

1.10 "Software" means software programs, including supporting documentation and online help facilities. Software includes applications software programs and operating systems software programs.

1.11 "Business Continuity" means the ability to maintain operations/services in the face of a disruptive event.

SECTION 2 - EFFECTIVE DATE

The effective date of this Agreement is January 2, 2014 or the last date of signature by all parties, whichever is later and remains in effect until termination, as set forth in Section 3 of this Agreement.

SECTION 3 - TERMINATION

3.1 Termination for Convenience. Either party may terminate this Agreement or a specific Task Order for convenience, after first providing written notice of the intent to terminate to the other party, one year in advance.

3.2 Termination of Task Order. Each Task Order shall specify the timeline for notice to terminate that Task Order.

3.3 Termination by Mutual Agreement. The parties may terminate this agreement in whole or in part, at any time by mutual agreement.

3.4 Termination of the Agreement shall also terminate any active Task Orders under this Agreement.

3.5 Termination of a Task Order will terminate all Services as defined by the Task Order but does not alter any terms or conditions of any other active Task Order or this Agreement.

3.6 In the event written notice of termination is given by either party, both parties shall work to accomplish a complete transition of services being terminated without interruption of, or adverse impact on, the services enjoyed by either party under this Agreement. The disentanglement process shall begin as soon as possible, but not later than the date of termination. Disentanglements will be defined as a Task Order and both parties, shall in good faith, seek to maintain existing service levels and minimize the disruption of services until the disentanglement is completed. Each party shall bear its cost of disentanglement,

unless separately defined within a Task Order, or as may otherwise be agreed by both parties.

3.7 Third-Party Authorizations. Provider shall execute any third-party authorizations necessary to grant the Recipient the use and benefit of any third-party contracts, to the limits allowed by the contracts.

3.8 Licenses to Proprietary Software. Provider shall negotiate to allow the Recipient (after receiving written approval from the Provider) to use, copy, and modify, applications and programs developed by the Provider that would be needed in order to allow the Recipient to continue to perform for itself, unless otherwise prohibited by the software's licensing agreement.

3.9 Delivery of Documentation. Provider shall make reasonable efforts to deliver to the Recipient or its designee, at the Recipient's request, all available documentation and data related to the Recipient, including the Recipient Data held by Provider. Costs incurred will be borne by Recipient.

SECTION 4 - COORDINATION AND COMMUNICATION

4.1 The Management Committee, composed of a designated representative for Centerville and Roseville shall provide oversight and administer this agreement. Designated representatives are considered authorized representatives of their respective management and shall be empowered with authorities granted to the Management Committee under this Agreement.

4.2 The Management Committee shall meet quarterly (or as otherwise mutually agreed) to review the performance with regard to material aspects, risk management, as well as the effectiveness and value of the Services and Task Order provided between the Provider and the Recipient.

4.3 Agreement Review. The Management Committee will meet annually, to formally review and, to the extent mutually agreed upon by the Parties, update the terms, pricing, conditions and other details of this Agreement and any Task Order so that the on-going business requirements of both Parties are met.

SECTION 5 - DISPUTE RESOLUTION

5.1 In the event of a dispute between Centerville and Roseville regarding the delivery of Services under this Agreement or any related Task Order, the Management Committee shall review disputes and recommend options for resolution to the involved personnel.

5.2 Any dispute not resolved by the Management Committee shall be referred to the Centerville City Manager and the Roseville City Manager (collectively "City Managers"), or their designated representatives, who shall review the dispute and options for resolution. The resolution of the City Managers regarding the dispute shall be final as between the parties and shall be reduced to writing as an addendum to this Agreement.

5.3 Any dispute under Section 5.1 of this Agreement that cannot be resolved by the City Managers may be submitted to mediation through the State of Minnesota Bureau of Mediation Services, the cost of which shall be borne equally between the parties.

5.4 In the event either party determines that there has been a breach of the provisions of this Agreement or a related Task Order which cannot be resolved by the City Managers, the Agreement or related Task Order may be terminated as described in Section 3.

SECTION 6 - INDEPENDENT CONTRACTOR

A Provider is, and shall at all times be, deemed to be an independent contractor in the provision of the Services set forth in this Agreement. Nothing in this Agreement shall be deemed or construed as creating a joint venture or partnership between the Parties. Neither Party is by virtue of this Agreement authorized as an agent, employee, or legal representative of the other Party, and the relationship of the Parties is, and at all times will continue to be, that of independent contractors. A Provider shall retain all authority and responsibility for the provision of Services, standards of performance, discipline and control of personnel, and other matters incident to the performance of services by a Provider pursuant to this Agreement. A Provider shall comply with all relevant Federal, State, and municipal laws, rules, and regulations. Nothing in this Agreement shall make any employee of the Recipient jurisdiction, an employee of a Provider jurisdiction or any employee of a Provider jurisdiction, an employee of the Recipient jurisdictions for any purpose, including but not limited to, withholding of taxes, payment of benefits, workers' compensation benefits, or any other rights or privileges afforded said employees by virtue of their employment.

SECTION 7 - ASSIGNMENT/SUBCONTRACTING

Neither the Recipient nor the Provider shall transfer or assign, in whole or in part, any or all of their respective rights or obligations under this Agreement without the prior written consent of the other.

SECTION 8 - HOLD HARMLESS INDEMNIFICATION

Each party agrees to indemnify, defend, save and hold harmless the other, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, or whatsoever kind or nature, arising out of, or in connection with, or incident to, its negligent acts or omissions under this Agreement.

SECTION 9 - NOTICE

9.1 Notices. Except as otherwise provided, any notices to be given under Section 3 of this Agreement or termination of any Task Order shall be in writing and shall, at a minimum, be delivered electronically or postage prepaid and addressed to:

City of Centerville	City of Roseville
Name: Dallas Larson	Name: Terrence Heiser
Title: City Administrator	Title: Information Technology Manager
Email: dlarson@centervillemn.com	Email: network.manager@metro-inet.us
Address: 1880 Main Street Centerville, MN 55038	Address: 2660 Civic Center Drive Roseville, MN 55113

9.2 Choice of Law; Consent to Jurisdiction. This Agreement shall be construed in accordance with, and governed in all respects by, the internal laws of the State of Minnesota.

9.3 Force Majeure. Neither Party will be liable for delays or failure to perform Services if due to any cause or conditions beyond its reasonable control, including, but not limited to, delays or failures due to acts of God, natural disasters, acts of civil or military authority, fire, flood, earthquake, strikes, wars, or utility disruptions (shortage of power).

9.4 Entire Agreement; Amendment; Waivers. This Agreement, together with all Exhibits hereto, constitutes the entire agreement between the Parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Parties. No supplement, modification or waiver of this Agreement shall be binding unless executed in writing by the Party to be bound thereby. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver unless otherwise expressly provided.

9.5 Severability. In the event that any one or more of the provisions contained in this Agreement or in any other instrument referred to herein, is, for any reason, held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement or any other such instrument and the invalid, illegal or unenforceable provision shall be deemed modified so as to be valid, legal and enforceable to the maximum extent allowed under applicable law.

9.6 Parties Obligated and Benefited. This Agreement will be binding upon the Parties hereto and their respective permitted assigns and successors in interest and will inure solely to the benefit of such Parties and their respective permitted assigns and successors in interest, and no other Person.

SECTION 10 - SERVICES AND TASK ORDERS

10.1 Services under this Agreement will be defined in the form of a Task

Order, in writing and signed by the Management Committee.

(a) The intent of this provision is to ensure clear communications and commitment prior to either party taking action or incurring costs on behalf of the other. Both parties will act in good faith to identify requirements, expectations and to adhere to the commitments specified within this Agreement.

(b) Services exchanged or actions taken with the intent of providing Services between Centerville and Roseville without an agreed Task Order will not be covered by the terms of the Agreement and incurred costs will not be reimbursed. The party requesting Services covenants, by way of executing a Task Order pursuant to this Agreement that its requests for Service are within the annual budget for that party.

(c) In cases of emergency, where the urgency of circumstance precludes the practicality of executing a Task Order for a Service not covered by an existing Task Order, the Task Order may be reduced to writing and executed as soon after provision of Services as is practicable. Where the parties cannot agree on the terms of the written Task Order, the parties agree to follow the dispute resolution procedures set forth in Section 5. An emergency may be any unanticipated event or circumstance outside the bounds of existing provisions under any active Task Order that the Management Committee members or the designees of both parties declare as such.

(d) Unless agreed otherwise by both parties, the costs incurred in the planning, preparing and processing of a Task Order by one party will not be charged to the other.

10.2 All Task Orders are subject to the terms and condition of this Agreement.

10.3 All Task Orders must minimally include acceptance by the Management Committee. The Management Committee shall ensure that any additional authorization requirements, with respect to their individual organizations, have been secured prior to initiating or amending the Task Orders.

10.4 Duration of a Task Order shall be defined in the Task Order and may be: a limited time period; concluded upon accomplishment of specified deliverables; or a continuing Service with regular renewal review.

(a) Task Orders may address Services that are of a general or continuous nature that would be reviewed annually, at the same time as the Agreement. Such Task orders may also be terminated in accordance to the terms defined in Section 3.

(b) Alternatively, Task Orders may also be defined in association with a specific Project which would include specific criteria for normal completion (e.g. point-in-time, deliverable acceptance); these too may be terminated in accordance to the terms defined in Section 3.

10.5 Task Orders may not amend this Agreement or its terms and conditions, but shall specify Services, rates, and other aspects of the scope of work for specific Services related to this Agreement. The terms of a Task Order will apply only to the specific Task Order and may not change such terms or conditions relative to the Agreement or other Task Orders.

10.6 Each Task Order will utilize the standardized form. Attached as Exhibit A.

10.7 Provider of Services will track and report status, as may be defined in the Task Order, with regard to:

(a) Performance-related service levels.

(b) Progress towards deliverables.

(c) Billed costs vs. maximum specified annual Task Order budgeted amount.

10.8 If the deliverables specified in a Task Order are not achieved or the Recipient believes it is not receiving acceptable service, the parties shall follow the dispute resolution procedures set forth in Section 5 and for Termination for Breach set forth in Section 5.4.

SECTION 11 - FINANCIAL TERMS AND PAYMENT PROCESS

11.1 Unless agreed otherwise by both parties, the Provider will present invoices to Recipient monthly. Charges for Services will be invoiced no later than thirty (30) days following the period in which Services were delivered, costs incurred and all relevant vendor or supplier invoices have been received, or the project milestone for payment is accomplished.

11.2 Invoices may combine charges from multiple Task Orders, unless otherwise defined for a specific Task Order.

11.3 Invoices shall include:

(a) Total of all charges represented on the invoice.

(b) Itemization by Task Order and as further instructed within the Task Order.

(c) Copies of third-party invoices representing a basis for the invoiced charge.

(d) Any other detail as may be specified within the related Task Order.

11.4 Unless otherwise defined in the Task Order, invoices are due and payable to the Provider within thirty (30) days of receipt of the invoice by the Recipient. An invoice may be disputed within the thirty (30) day period. Any Provider-proposed

resolution will restart the thirty (30) day period for payment, without waiving the Recipient's rights to dispute resolution under Section 5.

11.5 Invoiced amounts may be changed upon mutual consent of parties pursuant to Section 10 and each affected Task Order.

11.6 Disputes regarding invoices that cannot be otherwise resolved, the parties agree to follow the dispute resolution procedures set forth in Section 5.

SECTION 12 - PERSONNEL

12.1 Assigned staff. Provider shall designate the personnel to provide services to the Recipient. Recipient reserves the right to review the qualifications of personnel providing services under this Agreement, and to make recommendations regarding placement of such personnel for the benefit of Recipient.

12.2 If the Recipient believes that the performance or conduct of any person employed or retained by the Provider to perform obligations under this Agreement is unsatisfactory for any reason, or is not in compliance with the provision of this Agreement, the Recipient will notify the Provider. The Provider will establish a plan to resolve the issue within a deadline agreeable to the Recipient. If a mutually acceptable solution can not be reached, the parties agree to follow the dispute resolution procedures set forth in Section 5.

12.3 Access to Recipient facilities. The Recipient, depending on requirements of the Task Order, in its sole discretion, may approve any Provider employees requiring access to any Recipient facility. Should Recipient refuse access to any Provider employee attempting to act in accordance with this Agreement, the Provider shall not be held in breach of this Agreement as to the Services affected.

12.4 Staff substitution. In the event that Recipient notifies Provider that it wishes Provider to replace an employee of the Provider providing services to Recipient, Recipient and Provider shall meet to attempt to resolve Recipient's concerns. If the parties are not able to resolve Recipient's concerns within ten (10) days after Recipient's notice to Provider (or such later date agreed upon by both parties), provider shall exercise reasonable diligence to honor Recipient's requests to replace the staff member.

12.5 Background checks. As may be required by the Recipient and the requirements of a Task Order, the Provider shall be responsible for conducting a background check on all personnel hired after the effective date of this Agreement or after the effective date of the related Task Order who provide services to the Recipient. The background investigation shall include but not be limited to, a credit check and criminal records check for misdemeanors and felonies. If requested by the Recipient, background checks will be performed on current employees that have access to the Recipient's

sensitive data.

12.6 Staff Direction. In situations where Centerville's staff receives direction from Roseville staff or Roseville's staff receives direction from Centerville's staff that may be in conflict with either Centerville's or Roseville's IT strategic direction, policy or guidelines, terms and conditions of this Agreement, or that may result in potential risk to either Party's shared infrastructure, the involved staff will immediately notify the Management Committee of such potential conflict and of the relevant policy, guideline or term or condition of this Agreement and delay implementing such direction, unless immediate action is required to ensure business continuity, until the conflict can be resolved in consultation with the Management Committee. The parties will provide one another and their respective staff members with copies of their respective strategic plans, policies, and guidelines and of this Agreement. Neither party is obligated to delay action based on a strategic plan, policy, guideline or term or condition of this Agreement if such copies have not been provided. The Management Committee will make best efforts to expedite identification and resolution of conflicts and provide prompt direction to their respective staff members. If the parties are not able to resolve the conflict, the provisions of Section 5 (Dispute Resolution) shall apply.

12.7 Employees physically working at a facility of the other party will act in accordance with all policies and procedures regarding appropriate conduct in that party's workplace. Exceptions may be identified by the Provider and are subject to acceptance by the Recipient.

SECTION 13 - TECHNOLOGY PLANNING

13.1 Strategic Information Technology planning. Centerville and Roseville both engage in strategic technology planning that includes establishing a strategic IT direction, and determining technology initiatives and investments in accordance with Centerville and Roseville strategic business goals.

13.2 Each party is invited to participate in the other party's strategic planning process.

IN WITNESS WHEREOF, Centerville and Roseville have caused this Agreement to be executed in their respective names by their duly authorized officers and have caused this Agreement to be dated as of the 2nd day of January, 2014.

City of Centerville	City of Roseville
By:	By:
Name: Thomas Wilharber	Name: Dan Roe
Title: Mayor	Title: Mayor
City of Centerville	City of Roseville
By:	By:
Name: Dallas Larson	Name: Patrick Trudgeon
Title: City Administrator	Title: City Manager

Information Technology Shared Service Agreement

Task Order

This Task Order is a specification of Services to be provided between the City of Centerville (“CENTERVILLE”) and the City of Roseville (“ROSEVILLE”); it is an addendum to the current Information Technology Shared Service Agreement (“Agreement”) and is subject to the terms and conditions of the Agreement.

Task Order #	14-01CV	Title	IP Telephony Services
Service Start Date	02/01/2014	End Date	OPEN

Provider	ROSEVILLE	POC	Terrence Heiser – Information Technology Manager
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Recipient	CENTERVILLE	POC	Dallas Larson – City Administrator
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Skill Set	Network Systems Engineer	Task Order Cost (MRC)	\$127.25 (2014)
		Setup Cost (NRC)	\$4,600.00 ^{2.d}
		Billing Frequency	Monthly

Task Order Attachments: Exhibit A: Cost of Services

This section and attachments (listed above) define the scope of Services as well as service levels and performance criteria and measurement expectations.

1. **Billing Type - Monthly**

2. **Delivery Price Notes/Remedy**

a. The Recipient will compensate the Provider for services rendered in the monthly amount listed in the attached Exhibit A: Cost of Services.

b. The financial terms of this order will be reviewed annually and appropriate cost adjustments made to reflect increases in labor, licensing or equipment necessary to carry out the service terms of the task order.

c. Changes to the service units will incur an immediate adjustment to the delivery price.

d. Equipment required for the sole use of the Recipient will be assessed as a nonrecurring charge ("NRC") due within 30 days of the receipt of the equipment. The NRC listed in this task order is an estimate based on current equipment and licensing costs and is subject to change.

3. **Task Details/Scope of Work**

The Provider shall assign qualified employees to perform telephony related technical services required by the Recipient. These services include the following:

a. Support of the Cisco IP telephony equipment owned by the Recipient.

b. Access to the Providers Cisco IP telephony control equipment.

c. Access to the Public Switched Telephone Network (PSTN) through shared voice gateway servers.

4. **Assumptions and Constraints**

Delivery of services requires the Recipient to maintain the necessary IP transport connection between the Provider's telephony equipment and the Recipient's IP network. This includes, but is not limited to, subscribing to IP transport services through the Anoka/Zayo Fiber Network or an alternative IP network recommended and approved by the Provider.

5. **Task Communications/Management/Reporting**

6. **Quality/Measures/Remedy**

Support of systems is generally within normal working hours of 8:00 a.m. until 5:00 p.m. Monday through Friday. However considerations will be made for emergency situations and system upgrades which would require off hours support.

The Recipient waives and releases the Provider from any liability for personal injury or property damage as a result of any failure of the Provider's Telephony equipment, for whatever reason, including, but not limited to, software, hardware, telephone, frame relay services, or other related equipment.

7. **Duration**

Perpetual monthly agreement until terminated by either party.

8. Termination Provision

Assigned telephone numbers will be transferred to the Recipient subject to the terms and conditions of the local exchange carrier providing PSTN services.

IN WITNESS WHEREOF, Centerville and Roseville have caused this Task Order to be executed in their respective names by their duly authorized officers and have caused this Task Order to be dated as of the _____ day of _____, 20__.

CITY OF CENTERVILLE

CITY OF ROSEVILLE

Dallas Larson
City Administrator

Date

Terrence Heiser
Information Technology Manager

Date

REQUEST FOR COUNCIL ACTION

Date: 6/9/14
Item No.: 7.i

Department Approval



City Manager Approval



Item Description: Approve Agreement for Autozone Development at 1255 Larpenteur Ave

BACKGROUND

The City's Variance Board recently granted a variance to the proposed developer at 1255 Larpenteur Ave in order to construct a new building with a floor level that is lower than the required elevation in relation to the 100-year flood elevation of the adjacent storm pond. The Request for Variance Board Action for this item is attached along with the supporting documentation.

As a condition of the variance approval, the applicant is required to sign a flood damage liability waiver to be drafted the City Attorney. Upon review of the situation, the Attorney has drafted the attached Agreement which is to be signed by both the City and the developer, Autozone Development Corporation. The Agreement waives and releases the City of Roseville from any and all claims, liens, demands, etc., arising from or related to any property or personal damage or loss which may arise in connection with the Property and that is relevant to the City's requirements under the City Code Chapter 1017, Shoreland, Wetland and Storm Water Management.

This variance approval is very reasonable given the specific site conditions and surrounding development and follows the precedent set for the neighboring property at 1233 Larpenteur Avenue which was allowed to expand at a floor elevation below the 100 year flood elevation upon signing a similar waiver in 2008.

STAFF RECOMMENDATION

Staff recommends the Council approve the Agreement for the proposed Autozone development at 1255 Larpenteur Ave.

REQUESTED COUNCIL ACTION

Motion approving the Agreement for the proposed Autozone development at 1255 Larpenteur Ave.

Prepared by: Marc Culver, City Engineer
Attachment A: 1255 Larpenteur Ave Agreement
Attachment B: May 7, 2014 Variance Board Request for Board Action



REQUEST FOR VARIANCE BOARD ACTION

DATE: 5/7/2014

ITEM NO: 4


 Division Approval

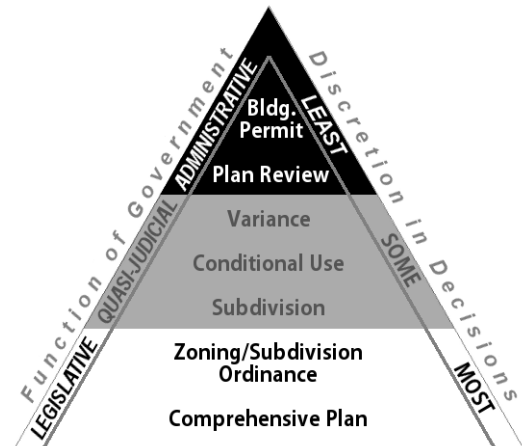
 Agenda Section
PUBLIC HEARINGS

Item Description: Request by AutoZone, Inc. for a **variance** to Section 1017.17.A, Low Floor Elevation, of the Roseville Zoning Code to allow the redevelopment of the property at 1255 Larpenteur Avenue with a structure that has the lowest floor elevation less than the required 2 feet above the 100-year flood elevation (PF14-010).

Application Review Details

- RVBA prepared: May 1, 2014
- Public hearing & Variance Board action: May 7, 2014
- Statutory action deadline: June 9, 2014

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



1.0 REQUESTED ACTION

The applicant seeks approval of VARIANCES to Chapter 1017 (Shoreland, Wetland, and Storm Water Management) of the City Code to allow new construction of a building with a floor level that is lower, with respect to the 100-year flood elevation of the adjacent storm pond.

2.0 SUMMARY OF RECOMMENDATION

The Planning Division recommends approval of the requested VARIANCE; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a resolution approving the requested VARIANCE, pursuant to §1009.04 (Variances), §1017.17B (Low Floor Elevation Exceptions), and §1017.20 (Storm Water Variances) of the City Code; see Section 8 of this report for the detailed action.

4.0 BACKGROUND

- 4.1 AutoZone, Inc. proposes to purchase the property at 1255 Larpenteur Avenue. The property, located in City Planning District 14 has a Comprehensive Plan designation of Community Business (CB) and a corresponding zoning classification of Community Business (CB) District.
- 4.2 City Code §1017.17A (Low Floor Elevations) requires all structures within a storm water district to have their lowest floor at least two feet above the established 100-year flood elevation of the storm water pond (or wetland managed for storm water purposes) in the storm water district. The subject property is located in the Gottfried Pit sub-watershed district, directly adjacent to the storm pond which has a 100-year flood elevation of 919.26 feet (i.e., vertical distance above sea level).
- 4.3 The approximate elevation of the subject property, and the floor level of proposed new building, is 912 feet. In order to meet the requirements of §1017.17A, the new building's floor elevation would need to be at least 921.26 feet, which would be about nine feet above the existing grade and about 11 feet above the Larpenteur Avenue curb. If the requested VARIANCE is granted, allowing development to occur in a location prone to flooding, the applicant is willing to enter into an agreement indemnifying the City from any damage to the property caused by such flooding.
- 4.4 The site plans, included with this report as part of Attachment C, illustrate the proposed building location and site elevations.

5.0 VARIANCE ANALYSIS

- 5.1 REVIEW OF VARIANCE APPROVAL REQUIREMENTS: Section 1009.04C of the City Code establishes a mandate that the Variance Board make five specific findings about a variance request as a prerequisite for approving the variance. The required findings are as follows:
 - a. *The proposal is consistent with the Comprehensive Plan.* Planning Division staff finds that the proposed development is generally consistent with the Comprehensive Plan in that it represents continuing investment in an existing commercial property. Moreover, the Comprehensive Plan's storm-water-related content is mostly about ensuring best-practices for site-specific storm water management, eliminating illicit discharge into storm water systems, and minimizing the polluting effects that occur when untreated and uncontrolled storm water runs into natural surface water resources. While the proposed development may have challenges that must be met with respect to on-site storm water management, it would not contribute illicit discharge and, since Gottfried Pit is landlocked, potential pollution leaving the property in a flood event cannot end up in other wetlands, streams, lakes, etc.
 - b. *The proposal is in harmony with the purposes and intent of the zoning ordinances.* The low floor elevation regulations are primarily intended to protect property owners from flood damage. Since the property has been in commercial use at its existing elevation since 1950, Planning Division staff believes that the proposal is consistent with the intent of the zoning ordinances because it represents a continuation of the commercial use and not the creation of a new flood-prone property.
 - c. *The proposal puts the subject property to use in a reasonable manner.* Because strict compliance with the zoning code would require the grade of the property to be raised

nine feet (or the building itself essentially erected on stilts), resulting in the floor of a one-story retail building that is 11 feet above the adjacent street, “reasonable” use of the property is effectively impossible without a variance. Planning Division staff believes that the proposed retail redevelopment at the same grade as the existing structure makes reasonable use of the subject property.

- d. *There are unique circumstances to the property which were not created by the landowner.* Planning Division staff finds that the location and elevation of the property with respect to the adjacent storm pond which receives storm water from a large surrounding area are unique circumstances which were not created by the present or prospective land owners. For this reason, Planning Division staff believes that the property possesses the unique characteristics that justify the approval of the requested VARIANCE.
 - e. *The variance, if granted, will not alter the essential character of the locality.* The proposed redevelopment of the property would simply replace an existing general retail and personal service use with a new retail building at essentially the same grade. For this reason, the VARIANCE, if approved, would not negatively alter the character of the surrounding industrial area.
- 5.2 Section 1009.04 (Variances) of the City Code explains that the purpose of a VARIANCE is “to permit adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or building that prevent the property from being used to the extent intended by the zoning.” The proposed development appears to compare favorably with all of the above requirements essential for approving VARIANCES. Moreover, redevelopment of the site at any low floor elevation below 921.26 feet would be prohibited, and Planning Division staff believes that such a restriction represents a practical difficulty which the VARIANCE process is intended to relieve.
- 5.3 Section 1017.17B (Low Floor Elevation Exceptions) allows for VARIANCES to the low floor elevation requirements to be approved, provided that the structure built below the minimum low floor elevation “is flood-proofed according to State and Federal standards for floodplain areas.” Because this is a requirement built into the Zoning Code, Planning Division staff would not recommend including it as a condition of variance approval.
- 5.4 Section 1017.20 (Storm Water Variances) also allows for variances to the requirements of the Shoreland, Wetland, and Storm Water Management chapter of the City Code more generally. As it applies to the proposed VARIANCE, this section would merely stipulate that an approval “shall not circumvent the general purposes and intent” of the chapter. This requirement is consistent with the broader one addressed in paragraph 5.1b above.
- 5.5 Roseville’s Development Review Committee (DRC) met on April 10th and 17th to discuss this application. In addition to the above comments pertaining to the zoning code, the only other issue raised by the DRC pertained to the need for a liability waiver or other indemnification of the City for flood damage, which is represented in the recommended conditions of approval.
- 6.0 PUBLIC COMMENT**
- At the time this report was prepared, Planning Division staff has received two phone calls about the VARIANCE request. One call was a simple inquiry about the proposal. The other caller expressed concern about the fact that a property across the street from the subject parcel also stands to become an auto parts store, creating some undesired concentration

of such retailers, as well as opposition to the variance based on familiarity with the existing flooding problems and the concern that the problems may be exacerbated.

7.0 RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 6 of this report, the Planning Division recommends approval of the requested VARIANCE pursuant to §1009.04, §1017.17, and §1017.20 of the Roseville City Code with the condition that the applicant sign a flood damage liability waiver to be drafted by the City Attorney.

8.0 SUGGESTED ACTION

Adopt Variance Board Resolution 102 approving a VARIANCE to Sections 1017.17A of the City Code to allow the redevelopment of the subject property at approximately its current elevation, which is below the required minimum low floor elevation of 921.26 feet, based on the comments and findings outlined in Sections 4 – 6 and the recommendation and conditions of approval in Section 7 of this report.

9.0 NEXT STEPS

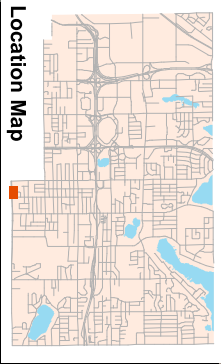
- 9.1 The decision of the Variance Board is final unless an appeal is filed. The appeal period remains open for 10 days from the date of the decision, and an appeal may be made either by the applicant or by another Roseville property owner.
- 9.2 An appeal must be submitted in writing to the City Manager by noon on November 18, 2013 for a hearing before the Board of Adjustments and Appeals.

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

Attachments: A: Area map C: Proposed plans
B: Aerial photo D: Draft resolution

mapdoc: **planning commission location.mxd**

Attachment B for Planning File 14-010



Data Sources

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

* Aerial Date: MngGeo (4/2012)

For further information regarding the contents of this map contact:

City of Roseville, Community Development Department,

2660 Civic Center Drive, Roseville, MN

Disclaimer

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, maps, and other data sources. The City does not warrant that the Geographic Information System (GIS) Data used to produce this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are identified, the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 50 100 Feet



Prepared by:

Community Development Department

Printed: April 28, 2014

Site Location



The owner of 1255 Larpenteur Avenue West is seeking a building permit for a new building on the site.

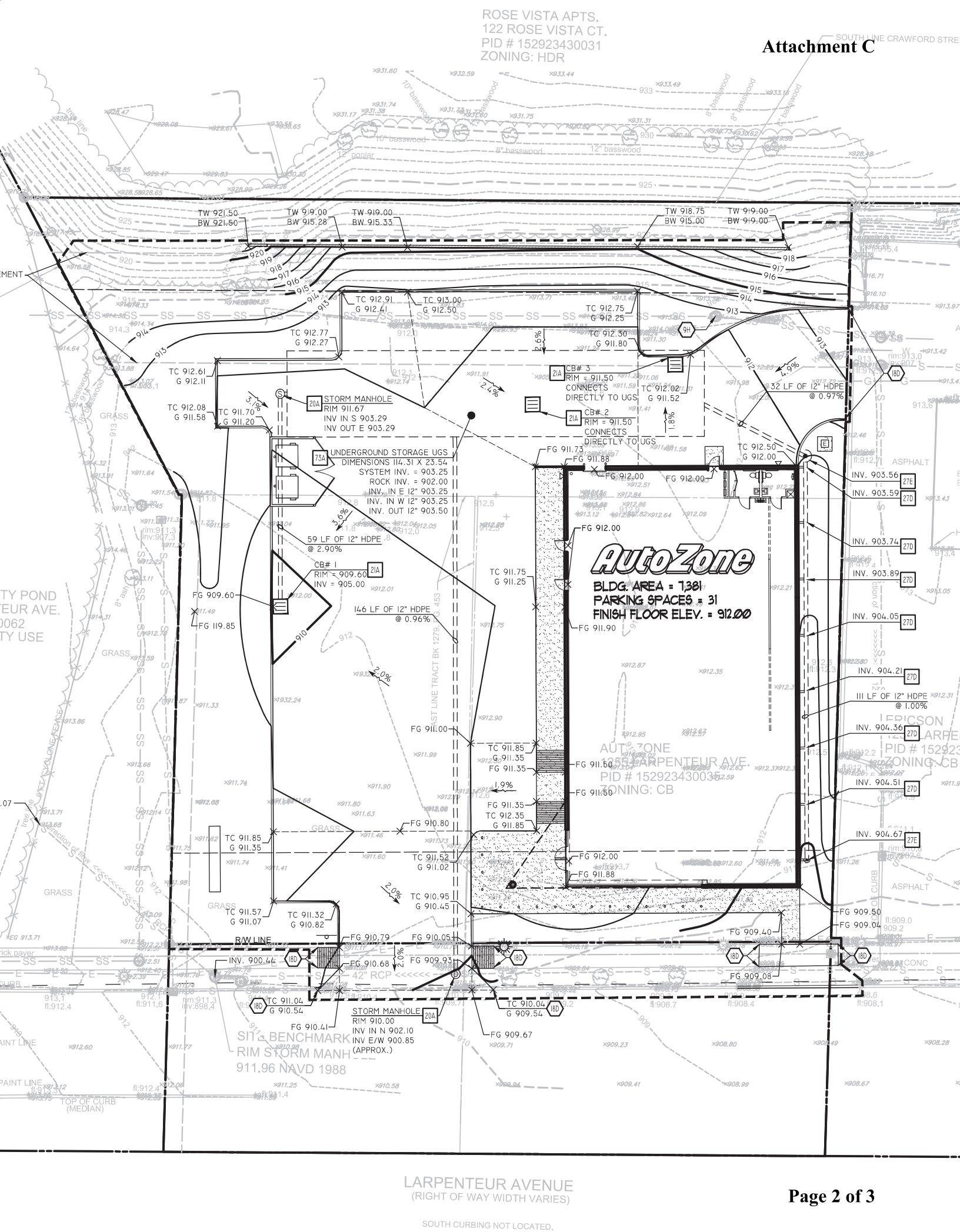
The project site and the proposed building are located in the 522 acre Gottfried pit sub-watershed, a landlocked basin, which is owned and operated by Ramsey County. The pit has a constructed berm around it, which allows water to stage up to elevations higher than the surrounding properties. Due to this berm, the 100-year high water elevation of Gottfried pit is 919.26 feet.

The proposed finish floor elevation of the building is 912.00 feet. In order to meet the freeboard requirements, the finish floor elevation of the building would need to be set at 921.26 feet, or over 9 feet higher than proposed and approximately 11 feet higher than the curb along Larpenteur Avenue.

This site is currently developed with an existing building, with a finish floor lower than the 100-year flood elevation of 919.26 feet. This is also the case for all the existing buildings in Roseville located along Larpenteur Avenue in the vicinity of the site.

A similar request for construction of a building expansion with a finish floor elevation below the 100-year flood elevation was presented to and approved by the City in 2007. Said property, located at 1233 Larpenteur Avenue East, is located immediately east of the project site.

The required finish floor elevation of 921.26 feet is impractical for this site, due to the size of the property, existing on-site building elevation, and is inconsistent with the situation of adjacent properties.





SOUTH CURBING NOT LOCATED.

1 **EXTRACT OF MINUTES OF MEETING OF THE**
2 **VARIANCE BOARD OF THE CITY OF ROSEVILLE**

3 Pursuant to due call and notice thereof, a regular meeting of the Variance Board of the City of
4 Roseville, County of Ramsey, Minnesota, was held on the 7th day of May 2014, at 5:30 p.m.

5 The following members were present: _____;
6 and _____ was absent.

7 Variance Board Member _____ introduced the following resolution and moved its adoption:

8 **VB RESOLUTION NO. 102**

9 **A RESOLUTION APPROVING A VARIANCE TO §1017.17A (LOW FLOOR**
10 **ELEVATION) OF THE ROSEVILLE CITY CODE AT 1255 LARPENTEUR AVENUE**
11 **(PF14-010)**

12 WHEREAS, City Code §1017.17A would require a low floor elevation of 921.26 feet for
13 new construction on the property given its proximity to the adjacent storm pond; and

14 WHEREAS, AutoZone, Inc., in conjunction with Berhanu Mulugeta, owner of the
15 property at 1255 Larpenteur Avenue, has requested a VARIANCE to City Code §1017.17A to
16 allow the redevelopment of the retail property with a low floor elevation below 921.26 feet; and

17 WHEREAS, City Code §1009.04 (Variances) establishes the purpose of a VARIANCE is
18 “to permit adjustment to the zoning regulations where there are practical difficulties applying to
19 a parcel of land or building that prevent the property from being used to the extent intended by
20 the zoning;” and

21 WHEREAS, the Variance Board has made the following findings:

- 22 **a.** The practical difficulty stems from the fact that the existing grade of the property is
23 912 feet and, in order to meet the requirements of §1017.17A, the new building's
24 floor elevation would need to be at least 921.26 feet, which would be about nine feet
25 above the existing grade and about 11 feet above the Larpenteur Avenue curb;

- 26 **b.** The proposed development is generally consistent with the Comprehensive Plan in
27 that it represents continuing investment in an existing commercial property.
28 Moreover, the Comprehensive Plan’s storm-water-related content is mostly about
29 ensuring best-practices for site-specific storm water management, eliminating illicit
30 discharge into storm water systems, and minimizing the polluting effects that occur
31 when untreated and uncontrolled storm water runs into natural surface water
32 resources. While the proposed development may have challenges that must be met
33 with respect to on-site storm water management, it would not contribute illicit
34 discharge and, since the surrounding sub-watershed area is landlocked, potential
35 pollution leaving the property in a flood event cannot end up in other wetlands,
36 streams, lakes, etc.;
- 37 **c.** The proposal is consistent with the intent of the zoning ordinances because the low
38 floor elevation regulations are primarily intended to protect property owners from
39 flood damage and, since the property has been in commercial use at its existing
40 elevation since 1950, the proposal represents a continuation of the commercial use
41 and not the creation of a new flood-prone property;
- 42 **d.** The proposed retail redevelopment makes reasonable use of the subject property
43 because strict compliance with the zoning code would require the grade of the
44 property to be raised nine feet (or the building itself essentially erected on stilts),
45 resulting in the floor of any new building that is 11 feet above the adjacent street,
46 making “reasonable” use of the property effectively impossible without a variance;
- 47 **e.** The property possesses the kind of unique characteristics that justify approval of the
48 requested variance because the location and elevation of the property with respect to
49 the adjacent storm pond which receives storm water from a large surrounding area are
50 unique circumstances which were not created by the present or prospective land
51 owners; and
- 52 **f.** The proposed redevelopment of the property would simply replace an existing
53 general retail and personal service use with a new retail building at essentially the
54 same grade, so approval of the requested variance would not alter the character of the
55 surrounding area.

56 NOW THEREFORE BE IT RESOLVED, by the Roseville Variance Board, to approve
57 the requested variance to the required minimum low floor elevation, allowing the redevelopment
58 of the property with a low floor elevation of approximately 912 feet as proposed, with the
59 condition that the applicant sign a flood damage liability waiver to be drafted by the City
60 Attorney.

61 The motion for the adoption of the foregoing resolution was duly seconded by Variance
62 Board Member ____ and upon vote being taken thereon, the following voted in favor: ____;
63 and ____ voted against;

64 WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager 7th day of May 2014.

Page 3 of 3

AGREEMENT

This Agreement is made and entered into by and between AutoZone Development Corporation, a foreign corporation, ("AutoZone") and the City of Roseville, Minnesota, a municipal corporation, ("City") as of the final date of signature of the parties below.

WHEREAS, AutoZone has entered into a Purchase Agreement with the current owners of certain property located within the City boundaries ("Property"), fully described within Exhibit A of this Agreement;

WHEREAS, AutoZone intends to engage in building construction and improvements on the Property that do not conform with certain City flood plain regulations contained within Chapter 1017 of Roseville City Code;

WHEREAS, AutoZone's purchase of the Property is contingent upon gaining approval from the City for said construction and improvements;

WHEREAS, City approval for said construction and improvements requires a variance under local flood plain regulations contained within Chapter 1017 of Roseville City Code;

WHEREAS, AutoZone obtained such a variance from the City on or about May 7, 2014, as reflected in minutes and memoranda attached hereto as Exhibit B, conditioned upon AutoZone executing a written liability waiver and release in favor of the City; and

WHEREAS, the parties intend this Agreement to serve as such written instrument.

NOW, THEREFORE, in consideration of the covenants and mutual promises contained in this Agreement, the parties agree as follows:

1. In exchange for the City's authorization to engage in the building construction and improvements upon the Property as reflected in the contents of Exhibit B, the sufficiency of which is hereby acknowledged, AutoZone agrees to forever waive and release the City of Roseville along with its past, present, and future elected officials, employees, officers, agents, insurers, successors, and assigns, and each of them, separately and collectively, from any and all claims, liens, demands, sums of money, actions, rights, claims for relief, causes of action, debts, obligations, damages and liabilities, including attorneys' fees and costs, arising from or related to any property or personal damage or loss, of any nature or severity, which may arise in connection with the Property and that is relevant to said authorization by the City under City Code Chapter 1017 and its successors. AutoZone enters into this covenant and promise on behalf of itself, its directors, managers, officers, agents, employees, insurers of any kind, any past, present or future parent, subsidiary or affiliated corporations or entities, and any predecessor or successor corporations or entities, and any future purchasers or owners of the Property, and each of them separately and collectively.

2. The Parties agree that nothing in this Agreement shall restrict, impair, or prohibit the City from exercising any other right, regulation, ordinance, or control of any lawful kind over the Property or building construction or improvements thereon.
3. AutoZone warrants that no other person or entity has claimed or now claims any interest in the subject matter of this Agreement and that the undersigned representative of AutoZone has the legal right and authority to execute this Agreement on its behalf.
4. The Parties agree that the recitals contained in and the Exhibits referenced in the preamble to this Agreement are made a part of the terms, provisions, and conditions of this Agreement, and shall be binding on the parties as if fully set forth within the Agreement.
5. The Parties agree that this Agreement shall be construed and enforced pursuant to the laws of the State of Minnesota.

CITY OF ROSEVILLE

Date: _____

By: _____
Pat Trudgeon, City Manager

Date: _____

By: _____
Daniel Roe, Mayor

AUTOZONE DEVELOPMENT CORPORATION

Date: _____

By: _____
Its _____

EXHIBIT A

Property as described below:

1255 Larpenteur Ave West, Roseville, MN 55113

LEGAL DESCRIPTION:

Ex East 280 Ft; Part South of Ext Sl Of Vacated Crawford Street of Southwest 1/4 of Southeast 1/4 Easterly of a line beginning on Sl Sd 1/4 1/4 then Northwest of Southeast corner Sd 1/4 1/4 then N 180 feet then North 27 Degrees 55 minutes West (subject to road & easements) in Section 15 Township 29 Range 23

EXHIBIT B

EXTRACT OF MINUTES OF MEETING OF THE VARIANCE BOARD OF THE CITY OF ROSEVILLE

1 **EXTRACT OF MINUTES OF MEETING OF THE**
2 **VARIANCE BOARD OF THE CITY OF ROSEVILLE**

3 Pursuant to due call and notice thereof, a regular meeting of the Variance Board of the City of
4 Roseville, County of Ramsey, Minnesota, was held on the 7th day of May 2014, at 5:30 p.m.

5 The following members were present: _____;
6 and _____ was absent.

7 Variance Board Member _____ introduced the following resolution and moved its adoption:

8 **VB RESOLUTION NO. 102**

9 **A RESOLUTION APPROVING A VARIANCE TO §1017.17A (LOW FLOOR**
10 **ELEVATION) OF THE ROSEVILLE CITY CODE AT 1255 LARPENTEUR AVENUE**
11 **(PF14-010)**

12 WHEREAS, City Code §1017.17A would require a low floor elevation of 921.26 feet for
13 new construction on the property given its proximity to the adjacent storm pond; and

14 WHEREAS, AutoZone, Inc., in conjunction with Berhanu Mulugeta, owner of the
15 property at 1255 Larpenteur Avenue, has requested a VARIANCE to City Code §1017.17A to
16 allow the redevelopment of the retail property with a low floor elevation below 921.26 feet; and

17 WHEREAS, City Code §1009.04 (Variances) establishes the purpose of a VARIANCE is
18 “to permit adjustment to the zoning regulations where there are practical difficulties applying to
19 a parcel of land or building that prevent the property from being used to the extent intended by
20 the zoning;” and

21 WHEREAS, the Variance Board has made the following findings:

- 22 **a.** The practical difficulty stems from the fact that the existing grade of the property is
23 912 feet and, in order to meet the requirements of §1017.17A, the new building's
24 floor elevation would need to be at least 921.26 feet, which would be about nine feet
25 above the existing grade and about 11 feet above the Larpenteur Avenue curb;

- 26 **b.** The proposed development is generally consistent with the Comprehensive Plan in
27 that it represents continuing investment in an existing commercial property.
28 Moreover, the Comprehensive Plan’s storm-water-related content is mostly about
29 ensuring best-practices for site-specific storm water management, eliminating illicit
30 discharge into storm water systems, and minimizing the polluting effects that occur
31 when untreated and uncontrolled storm water runs into natural surface water
32 resources. While the proposed development may have challenges that must be met
33 with respect to on-site storm water management, it would not contribute illicit
34 discharge and, since the surrounding sub-watershed area is landlocked, potential
35 pollution leaving the property in a flood event cannot end up in other wetlands,
36 streams, lakes, etc.;
- 37 **c.** The proposal is consistent with the intent of the zoning ordinances because the low
38 floor elevation regulations are primarily intended to protect property owners from
39 flood damage and, since the property has been in commercial use at its existing
40 elevation since 1950, the proposal represents a continuation of the commercial use
41 and not the creation of a new flood-prone property;
- 42 **d.** The proposed retail redevelopment makes reasonable use of the subject property
43 because strict compliance with the zoning code would require the grade of the
44 property to be raised nine feet (or the building itself essentially erected on stilts),
45 resulting in the floor of any new building that is 11 feet above the adjacent street,
46 making “reasonable” use of the property effectively impossible without a variance;
- 47 **e.** The property possesses the kind of unique characteristics that justify approval of the
48 requested variance because the location and elevation of the property with respect to
49 the adjacent storm pond which receives storm water from a large surrounding area are
50 unique circumstances which were not created by the present or prospective land
51 owners; and
- 52 **f.** The proposed redevelopment of the property would simply replace an existing
53 general retail and personal service use with a new retail building at essentially the
54 same grade, so approval of the requested variance would not alter the character of the
55 surrounding area.

56 NOW THEREFORE BE IT RESOLVED, by the Roseville Variance Board, to approve
57 the requested variance to the required minimum low floor elevation, allowing the redevelopment
58 of the property with a low floor elevation of approximately 912 feet as proposed, with the
59 condition that the applicant sign a flood damage liability waiver to be drafted by the City
60 Attorney.

61 The motion for the adoption of the foregoing resolution was duly seconded by Variance
62 Board Member ____ and upon vote being taken thereon, the following voted in favor: ____;
63 and ____ voted against;

64 WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

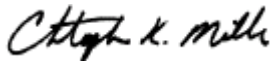
WITNESS MY HAND officially as such Manager 7th day of May 2014.

Page 3 of 3

REQUEST FOR COUNCIL ACTION

Date: 6/9/2014
Item No.: 7.j

Department Approval



City Manager Approval



Item Description: Set Public Hearing to Consider the Transfer of an Off Sale Liquor License to JE Roseville Liquor 2014, LLC (Cub Liquor)

BACKGROUND

Jerry's Enterprises, Inc. and its subsidiary JE Roseville Liquor 2014, LLC, are in the process of purchasing the Rainbow Foods liquor store located at 1201 Larpenteur Avenue West. JE Roseville Liquor 2014, LLC intends to begin operating under the name Cub Liquor upon the closing of the sale, pending local and State approvals.

Recognizing that the City permits a maximum of ten off-sale liquor licenses, all of which are currently in use, RBF, LLC of Wisconsin has agreed to forfeit the rights to its off-sale liquor license upon the sale of the stores, effective on or around July 16, 2014. The license will then be transferred to JE Roseville Liquor 2014, LLC for the remainder of 2014.

Under State Statute 340A.412 and City Code Chapter 302.07B, the acquisition of an existing off-sale retail location is effectively categorized as a transfer of an existing license; for which City Council consent is required. The City Code reads as follows:

***Person and Premises Licensed; Transfer:** Each license shall be issued only to the applicant and for the premises described in the application. No license may be transferred to another person or place without City Council approval. Before a transfer is approved, the transferee shall comply with the requirements for a new application. Any transfer of the controlling interest of a licensee is deemed a transfer of the license. Transfer of a license without prior City Council approval is a ground for revocation of the license. (Ord. 972, 5-13-1985) (Ord. 1390, 3-29-2010)*

Specific to City Code, JE Roseville Liquor 2014, LLC's application materials are considered complete and in full compliance with City documentation requirements. Criminal background checks have been completed on all owners and officers.

POLICY OBJECTIVE

State Statute and City Code permit the transfer of a liquor license with City Council consent.

FINANCIAL IMPACTS

Not applicable.

32 **STAFF RECOMMENDATION**

33 City Staff recommends that the City Council set a public hearing for June 23, 2014 to consider
34 transferring the rights to the off-sale liquor license from RBF, LLC of Wisconsin to JE Roseville Liquor
35 2014, LLC, effective on or around July 16, 2014 upon the close of the sale.

36 **REQUESTED COUNCIL ACTION**

37 To set a public hearing on June 23, 2014 to consider transferring the rights to the off-sale liquor license
38 to JE Roseville Liquor 2014, LLC for the remainder of the 2014 calendar year.

39

Prepared by: Chris Miller, Finance Director

Attachments: A: Application from JE Roseville Liquor 2014, LLC (Cub Liquor)



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar St., Suite 222, St. Paul, MN 55101-5133
 (651) 201-7507 FAX (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE

No license will be approved or released until the \$20 Retailer ID Card fee is received

Workers compensation insurance company. Name SFM Policy # 9592.521
 Licensee's MN Sales and Use Tax ID # 8899921 To apply for a MN sales and use tax ID #, call (651) 296-6181
 Licensee's Federal Tax ID # 41-0834686

If a corporation, an officer shall execute this application If a partnership, a partner shall execute this application.

Licensee Name (Individual, Corporation, Partnership, LLC) <u>JE ROSEVILLE Liquor 2014 LLC</u>	Social Security # <u>NA</u>	Trade Name or DBA <u>Cub Liquor</u>
License Location (Street Address & Block No.) <u>1201 Carpenter Av. W.</u>	License Period From _____ To <u>12/31/14</u>	Applicant's Home Phone # _____
City <u>Roseville</u>	County <u>RAMSEY</u>	State <u>MN</u>
Name of Store Manager <u>UNKNOWN AT THIS TIME</u>	Business Phone Number <u>952-922-8335</u>	DOB (Individual Applicant) <u>corp</u>

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

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
<u>See Attached</u>					
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code

- If a corporation, date of incorporation 3-27-14, state incorporated in MN AND ETC, amount paid in capital 0. If a subsidiary of any other corporation, so state Jerry's Enterprises and give purpose of corporation retail operator. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota? ☐ Yes ☐ No
- Describe premises to which license applies: such as (first floor, second floor, basement, etc.) or if entire building, so state.
first floor - see highlighted portion of floor plan
- Is establishment located near any state university, state hospital, training school, reformatory or prison? ☐ Yes ☒ No If yes state approximate distance. _____
- Name and address of building owner: Reinhart Real Estate Group, Inc., Suite 800
201 Main St., La Crosse
Has owner of building any connection, directly or indirectly, with applicant? ☐ Yes ☒ No
- 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? _____
- 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. NO
- 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. See attached list of locations

CA 140-12382

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 UNKNOWN (6)
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. NO
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. NO
3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor Control penalties? ☒ Yes ☐ No If yes, give dates, charges and final outcome.
See ATTACHED LIST OF VIOLATIONS
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

- ☒ A. 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.
- or
- ☐ B. A surety bond from a surety company with minimum coverage as specified in A.
- or
- ☐ C. 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 & title

Signature of Applicant

Date

KEAT DIXON - EXECUTIVE V.P.

[Signature]

5-6-14

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:

[Signature]

Police/Sheriff's Department

Chief of Police

Title

[Signature]

Signature

PS 9136-(2009)

County Attorney's Signature

IMPORTANT NOTICE

All retail liquor licensees must register with the Alcohol, Tobacco Tax and Trade Bureau.
For information call (513) 684-2979 or 1-800-937-8864

Alcohol Violations/Fines

Jerry's Enterprises, Inc. currently owns and operates 18 retail grocery stores within Minnesota; 9 under Diamond Lake 1994 LLC, and 9 under Jerry's Enterprises, Inc., as well as three off-sale liquor stores; Cub Liquor in Bloomington, Cub Liquor in West St Paul and Sun Ray Liquors in St. Paul.

Following is a list of alcohol violations that have occurred in these stores in the past five years:

Diamond Lake 1994 LLC

10/17/2013	Cub Broadway	\$500.00 fine
------------	--------------	---------------

Jerry's Enterprises, Inc.

8/31/09	Cub Liquor – Bloomington	\$1000 fine
5/27/10	Jerry's Edina	\$1000 fine
4/21/10	Cub – Bloomington	\$750 fine
9/18/13	Cub – Liquor-SunRay	Warning—no fine
10/1/13	Cub – Lake Street	\$500.00 fine

Policies and procedures are in place, and employee training is ongoing to prevent occurrence of this type of situation. We have a zero tolerance policy regarding the Sale of Alcohol that is strictly enforced.



Jerry's Enterprises, Inc.

JE Roseville Liquor 2014, LLC
Listing of Officers

Robert Nessel Shadduck

100% owner

President

Kent Dean Dixon

Executive Vice President

Benjamin Carl Schultes

Vice President of Finance
505-1000-1077

CORPORATE OFFICES

5101 VERNON AVENUE SQ. • EDINA, MN • 55436

TEL.: (952) 922-8335

FAX: (952) 929-9281

ROUNDY'S SUPERMARKETS, INC.

PICK 'N SAVE · COPPS · RAINBOW · METRO MARKET · MARIANO'S

PO Box 473
Milwaukee, WI 53201
414-231-5000

May 13, 2014

**VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

Mr. Chris Miller
Finance Director
City of Roseville
Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

Re: Change of Ownership

Dear Mr. Miller:

RBF, LLC of Wisconsin will cease operating the Rainbow Foods grocery and liquor stores located at 1201 Larpentur Avenue West (the "Stores") on or about July 16, 2014, due to the sale of the Stores to Jerry Enterprises, Inc. and its subsidiary JE Roseville Liquor 2014, LLC. The 3.2% Off-Sale and Off-Sale licenses issued to the Stores will be surrendered to the City upon the closure of the Stores.

Please contact me with any questions you may have at 414-231-5901.

Very truly yours,

ROUNDY'S SUPERMARKETS, INC.



Edward G. Kitz
Group Vice President – Legal, Risk & Treasury

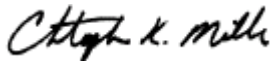
Cc: Ben Schultes (via electronic mail)



REQUEST FOR COUNCIL ACTION

Date: 6/9/2014
Item No.: 7.k

Department Approval



City Manager Approval



Item Description: Set Public Hearing to Consider the Transfer of an Off-Sale 3.2% Liquor License to Diamond Lake 1994, LLC (Cub Foods)

BACKGROUND

Jerry's Enterprises, Inc. and its subsidiary Diamond Lake 1994, LLC are in the process of purchasing the Rainbow Foods grocery store located at 1201 Larpenteur Avenue West. Diamond Lake 1994, LLC intends to begin operating under the name Cub Foods upon the closing of the sale, pending local and State approvals.

Under State Statute 340A.412 and City Code Chapter 302.07B, the acquisition of an existing off-sale 3.2% retail location is effectively categorized as a transfer of an existing license; for which City Council consent is required. The City Code reads as follows:

***Person and Premises Licensed; Transfer:** Each license shall be issued only to the applicant and for the premises described in the application. No license may be transferred to another person or place without City Council approval. Before a transfer is approved, the transferee shall comply with the requirements for a new application. Any transfer of the controlling interest of a licensee is deemed a transfer of the license. Transfer of a license without prior City Council approval is a ground for revocation of the license. (Ord. 972, 5-13-1985) (Ord. 1390, 3-29-2010)*

Criminal background checks have been completed on all owners and officers. Neither State Statute nor City Code limits the number of licenses that can be issued for off-sale 3.2% liquor licenses.

POLICY OBJECTIVE

State Statute and City Code permit the transfer of a liquor license with City Council consent.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

City Staff recommends that the City Council set a public hearing for June 23, 2014 to consider transferring the rights to the off-sale 3.2% liquor license from RBF, LLC of Wisconsin to Diamond Lake 1994, LLC, effective on or around July 16, 2014 upon the close of the sale.

REQUESTED COUNCIL ACTION

To set a public hearing on June 23, 2014 to consider transferring the rights to the off-sale 3.2% liquor

31 license to Diamond Lake 1994, LLC for the remainder of the 2014 calendar year.

32

Prepared by: Chris Miller, Finance Director

Attachments: A: Application from Diamond Lake 1994, LLC (Cub Foods)



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

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

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:

- 1) City issued on sale intoxicating and Sunday liquor licenses
- 2) City and County issued 3.2% on and off sale malt liquor licenses

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

Circle One: New License ☒ License Transfer RBE, LLC of Wisconsin Suspension Revocation Cancel _____
 (former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ 30.00

Licensee Name: Diamond Lake 1994 LLC DOB - Social Security # -
 (corporation, partnership, LLC, or Individual)

Business Trade Name Cub Foods Business Address 1201 Larpenteur City Roseville

Zip Code 55113 County Ramsey Business Phone 651/488-1825 Home Phone N/A

Home Address N/A City N/A Licensee's MN Tax ID # 1827171
 (To Apply call 651-296-6181)

Licensee's Federal Tax ID # 41-1795383
 (To apply call IRS 800-829-4933)

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

Please see attached List of Officers

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

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

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

Circle One: (Yes) ☒ (No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?
See attached Violation List

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Insurance Policy # 9592.521

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
 (title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

Diamond Lake 1994 LLC
Listing of Officers

Robert Nessel Shaddock	100% owner	President
------------------------	------------	-----------

Kent Dean Dixon		Executive Vice President
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Benjamin Carl Schultes		Vice President of Finance
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Alcohol Violations/Fines

Jerry's Enterprises, Inc. currently owns and operates 18 retail grocery stores within Minnesota; 9 under Diamond Lake 1994 LLC, and 9 under Jerry's Enterprises, Inc., as well as three off-sale liquor stores; Cub Liquor in Bloomington, Cub Liquor in West St Paul and Sun Ray Liquors in St. Paul.

Following is a list of alcohol violations that have occurred in these stores in the past five years:

Diamond Lake 1994 LLC

10/17/2013	Cub Broadway	\$500.00 fine
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Jerry's Enterprises, Inc.

8/31/09	Cub Liquor – Bloomington	\$1000 fine
5/27/10	Jerry's Edina	\$1000 fine
4/21/10	Cub – Bloomington	\$750 fine
9/18/13	Cub – Liquor-SunRay	Warning—no fine
10/1/13	Cub – Lake Street	\$500.00 fine

Policies and procedures are in place, and employee training is ongoing to prevent occurrence of this type of situation. We have a zero tolerance policy regarding the Sale of Alcohol that is strictly enforced.

ROUNDY'S SUPERMARKETS, INC.

PICK 'N SAVE · COPPS · RAINBOW · METRO MARKET · MARIANO'S

PO Box 473
Milwaukee, WI 53201
414-231-5000

May 13, 2014

**VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

Mr. Chris Miller
Finance Director
City of Roseville
Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

Re: Change of Ownership

Dear Mr. Miller:

RBF, LLC of Wisconsin will cease operating the Rainbow Foods grocery and liquor stores located at 1201 Larpentur Avenue West (the "Stores") on or about July 16, 2014, due to the sale of the Stores to Jerry Enterprises, Inc. and its subsidiary JE Roseville Liquor 2014, LLC. The 3.2% Off-Sale and Off-Sale licenses issued to the Stores will be surrendered to the City upon the closure of the Stores.

Please contact me with any questions you may have at 414-231-5901.

Very truly yours,

ROUNDY'S SUPERMARKETS, INC.



Edward G. Kitz
Group Vice President – Legal, Risk & Treasury

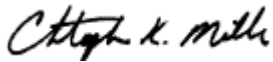
Cc: Ben Schultes (via electronic mail)



REQUEST FOR COUNCIL ACTION

Date: 06/09/14
Item No.: 9.a

Department Approval



City Manager Approval



Item Description: Consider Amending City Code Chapter 303: Amusement Devices: Areas and Game Rooms.

BACKGROUND

City Code Chapter 303 prescribes the local city regulations pertaining to amusement devices and game room areas. The current Code Requirements were established in 1994 but have come under discussion at the Staff level in conjunction with a request by Chuck-E-Cheese to locate a new facility in Roseville in the Sports Authority building located at 1750 Highway 36 Service Drive.

Under City Code 303.04, amusement devices and game rooms must be located at least 1,500 feet from any residentially zoned area, any elementary or secondary school, or any church. It is presumed that this distance requirement was likely based on a public safety concern regarding large crowds and the potential for criminal activity associated with game rooms. This separation requirement would prohibit Chuck-E-Cheese from operating in their desired location.

After some internal discussions, Staff has concluded that these public safety concerns are no longer valid. As long as the amusement devices and game rooms are located in an appropriately-zoned commercial area, they should be permitted and not be subjected to any distance separation requirement.

Changing the separation requirement would require the passage of a new Ordinance. While the change is being driven by the request of Chuck-E-Cheese, it would apply to current and all prospective amusement devices and game rooms. Staff is recommending the following changes to 303.04: Location Restrictions:

303.04: LOCATION RESTRICTIONS:

~~After the effective date of this Chapter, the operation of any new amusement devices, areas or game room business or enterprise with a capacity for more than eight customers at one time shall be restricted to a commercially zoned area consistent with the City's Zoning Code. be setback a minimum distance of one thousand five hundred (1,500) feet from any residentially zoned area, any elementary or secondary school or any church. (Ord. 1144, 6-13-1994).~~

In addition, Staff no longer believes a conditional use is required for amusement devices and game rooms. Therefore it also recommends the following changes to 303.02: License and Conditional Use Permit Required:

34 **303.02: LICENSE AND CONDITIONAL USE PERMIT REQUIRED:**

- 35 A. No person shall establish, maintain or operate an amusement device area or gameroom as herein
36 defined within the City without first having obtained an annual license ~~and a conditional use permit~~
37 ~~to do so~~. Any proposal for such business or enterprise as defined in Section 303.01 shall apply for a
38 City annual business license as set forth in Sections 301.01 through 301.09 ~~and a conditional use~~
39 ~~permit as set forth in Section 1013.01~~. The application and annual fee for the business license ~~and~~
40 ~~the fee for the conditional use permit~~ shall be as established in Section 314.05.
41 (Ord. 1275, 11-18-2002) (Ord. 1379A, 11-17-2008)
- 42 B. ~~Each conditional use permit approved for amusement device areas or gamerooms shall be~~
43 ~~contingent upon issuance of an annual business license. At such time as the business license lapses~~
44 ~~or is denied, the conditional use permit shall also be considered null and void.~~
- 45 C. Each license shall be issued for a period of one year; however, if the application is made during the
46 license year, a license may be issued for the remainder of the year for a pro rata fee to be
47 determined by the City with any fraction of a month counted as one month. No refund of any fees
48 shall be made. Every license shall expire the last day of June.
- 49 D. Amusement devices, areas, and gameroom businesses and enterprises approved and in existence on
50 the effective date of this Chapter shall comply by submitting an initial license application prior to
51 June 30, 1995, for 1995-1996. Such businesses shall be deemed as pre-existing conditional uses,
52 subject to the standards and criteria of this Code, except Section 303.04.
- 53 E. Licenses are not transferable. Change in ownership of the site or the business on the site shall cause
54 the license to expire. The new owner may apply for a new license and City Council approval.
55 (Ord. 1144, 6-13-1994)

56
57 *Attachment A* includes an ordinance amending City Code Chapter 303 for Council consideration. Staff
58 will be available at the Council meeting to address any questions.

59
60 **POLICY OBJECTIVE**

61 Consider amending City Code Chapter 303 to allow greater location flexibility for amusement devices
62 and game rooms.

63 **FINANCIAL IMPACTS**

64 Not applicable.

65 **STAFF RECOMMENDATION**

66 Staff recommends the Council adopt the attached ordinance.

67 **REQUESTED COUNCIL ACTION**

68 Motion to approve the attached Ordinance amending City Code City Code 303.04 and 303.02 for the
69 purposes of removing any distance separation requirements and to eliminate the need for a conditional
70 use permit.

71
Prepared by: Chris Miller, Finance Director
Attachments: A: Ordinance Amending City Code 303.

CITY OF ROSEVILLE
ORDINANCE NO. ____

AN ORDINANCE AMENDING CITY CODE CHAPTER 303

THE CITY OF ROSEVILLE HEREBY ORDAINS:

Section 1. Purpose: The City of Roseville established City Code Chapter 303.04 to restrict the locations of amusement devices and game rooms. This section is hereby amended to read as follows:

303.04: Location Restrictions: The operation of any amusement devices, areas or game room business or enterprise with a capacity for more than eight customers at one time shall be restricted to a commercially zoned area consistent with the City's Zoning Code.

In addition, the City of Roseville established City Code Chapter 303.02 to require a license and conditional use permit for amusement devices and game rooms. The conditional use is no longer required, therefore this section is hereby amended to read as follows:

303.02: LICENSE REQUIRED:

- A. *No person shall establish, maintain or operate an amusement device area or gameroom as herein defined within the City without first having obtained an annual license. Any proposal for such business or enterprise as defined in Section 303.01 shall apply for a City annual business license as set forth in Sections 301.01 through 301.09. The application and annual fee for the business license shall be as established in Section 314.05. (Ord. 1275, 11-18-2002) (Ord. 1379A, 11-17-2008)*
- B. *Each license shall be issued for a period of one year; however, if the application is made during the license year, a license may be issued for the remainder of the year for a pro rata fee to be determined by the City with any fraction of a month counted as one month. No refund of any fees shall be made. Every license shall expire the last day of June.*
- C. *Amusement devices, areas, and gameroom businesses and enterprises approved and in existence on the effective date of this Chapter shall comply by submitting an initial license application prior to June 30, 1995, for 1995-1996. Such businesses shall be deemed as pre-existing conditional uses, subject to the standards and criteria of this Code, except Section 303.04.*
- D. *Licenses are not transferable. Change in ownership of the site or the business on the site shall cause the license to expire. The new owner may apply for a new license and City Council approval. (Ord. 1144, 6-13-1994)*

Section 2. Effective Date: This ordinance shall be effective upon adoption and publication. Passed this 9th day of June, 2014.

121 (Seal)

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CITY OF ROSEVILLE

BY: _____

Daniel J. Roe, Mayor

ATTEST: _____

Patrick Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: 6-9-14
Item No.: 10 . a

Department Approval



City Manager Approval



Item Description: Parks and Recreation Commission Meeting with the City Council

BACKGROUND

Each year, the Parks and Recreation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. Topics for review and discussion include the following:

- o Volunteer Coordinator
- o Enhanced volunteer participation
- o Review collaboration with Public Works, Environment and Transportation Commission
- o Communication efforts
- o Parks and Recreation Renewal Program
- o Natural Resources Program including Forestry
- o Community Center
- o Local Option Sales Tax
- o Park Board consideration

Prepared by: Lonnie Brokke, Staff Liaison

Attachments: A: Goals 2013-15
B. Letter from City Attorney Mark Gaughan dated 3-14-14 regarding Park Board Legislation
C. Research and analysis of a Park Board 5-7-13
D. SWOT analysis report on Park Board dated 5-6-14
E. Minutes of the 5-6-14 Parks and Recreation Commission Meeting

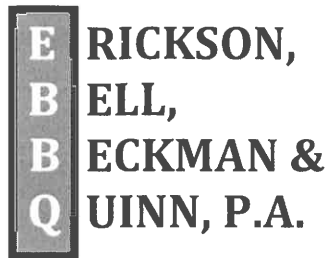
Parks and Recreation Commission Goals 2013 – 2015

Goal	Timeframe	Action Steps	Assigned	Progress
#1 Increase & Enhance Volunteer Participation	Long-term Ongoing	1. Commissioners to attend at least two community engagement functions annually i.e. DYP, Living Smarter Fair, Rosefest Events, renewal program meetings, others 2. Involve community work groups as appropriate and needed: i.e. Natural Resources and Trails 3. Attend and participate in annual volunteer recognition event	P&R Commissioners & staff	Ongoing.
#2 Collaborate with Public Works, Environment & Transportation Commission (PWET) on trails & pathways initiatives	Renewal: Short-term 2013 Ongoing: 2014 - 2015	1. Create joint PWET and P&R Commission committee by January 2013 2. NRATS representatives report progress to P&R Commission monthly	P&R Commissioners & staff	February 2014: Completed.

Goal	Timeframe	Action Steps	Assigned	Progress
#3 Advise Parks & Recreation on Renewal Program projects and opportunities	Renewal: 2012-2015	1. Keep abreast of and actively review progress of Renewal Program 2. Discuss projects and timing with community members, bring ideas to monthly meetings and department staff 3. Participate as necessary and requested in project design and review 4. Identify at least one potential grant and/or partnership opportunities annually. Pursue opportunities as appropriate and available	P&R Commissioners & staff	Ongoing.
#4 Provide research and recommendations for a Volunteer Coordinator	Short-term: 2013	1. Designate commissioners to research cost/benefit of volunteer coordinators in similar communities 2. Utilize Civic Engagement Report findings where appropriate 3. Make recommendation to P & R Commission by April 2013 4. Discuss options with City Council at June 2013 joint meeting	P&R Commissioners & staff	May 2014: Completed. City-wide Volunteer Coordinator hired

Goal	Timeframe	Action Steps	Assigned	Progress
#5 Provide research and recommendations for a Community Center	Ongoing: 2013-2015	1. Designate commissioners to research Community Center options and provide quarterly updates to Commission 2. Review Master Plan and identify next step options 3. Preliminary report to P & R commission Dec. 2013 4. Establish future direction January 2014 5. Formulate options to City Council by June 2014	P&R Commissioners & staff	March 2014: Under discussion. Ties in with #6.
#6 Provide research and recommendations for establishing a Park Board	Ongoing: 2013-2014	1. Designate commissioners to research benefits of a Park Board vs Park & Recreation Commission 2. Look at best practices in other cities 3. Report findings to P & R Commission by April 2013 4. Discuss with City Council June 2013 5. Make a recommendation to City Council June 2014	P&R Commissioners & staff	1. June 2013: Initial findings presented to City Council. 2. January 2014: City Council requests a recommendation. 3. March 2014: City Attorney update. 4. April 2014: Commission subgroup to review legal options and report to commission May 2014 meeting. 5. April 2014: Nolan Wall, Jerry Stoner, Dave Holt identified as commission leads.

#7 Work with City Administration to explore local option sales tax	Short-term: 2013-2015	1. Designate Commissioners to meet with City Administrators to learn and understand status and offer assistance 2. Work with City Administration to finalize whether or not the local option sales tax is an option to be used for Community Center funding by February 2014 3. Report to P & R Commission quarterly	P&R Commissioners & staff	1. Dave Holt identified as commission lead.
#8 Communications Plan	Renewal: 2014 – 2015 Long-term: 2015 - ?	1. Develop a communication plan for Roseville Parks and Recreation and the Community. Communicate why we are here and what we are doing (through the renewal program) 2. Communication as an ongoing and regular Commission agenda item for 2014	P&R Commissioners & staff	January 2014: Phil Gelbach identified as commission lead. Work begun with City of Roseville staff. Contact new Civic Engagement Commission.



1700 West Highway 36
Suite 110
Roseville, MN 55113
(651) 223-4999
(651) 223-4987 Fax
www.ebbqlaw.com

James C. Erickson, Sr.
Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.

Robert C. Bell
(1926-2014)

March 14, 2014

Via U.S. Mail and Electronic Mail

Mr. Lonnie Brokke
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Mr. Pat Trudgeon
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Park Board Legislation
Our File No.: 1011-00186

Dear Pat and Lonnie:

Lonnie asked me to put into writing the process that would be necessary for the City of Roseville to establish a Park Board with all of the powers governing such a board under Minnesota Statutes. Under state law, a Park Board possesses full, absolute, and exclusive control over all property set aside for park purposes. To that end, a Park Board is authorized to employ its own personnel, undertake construction projects, purchase supplies and equipment, and generally maintain and care for park property. Under Minnesota Statutes section 412.621, however, an Optional Plan B City cannot have a Park Board:

“In any [Optional Plan B City] there shall be no...park board...except for the administration of a function jointly with another political subdivision. The council itself...shall govern and administer...parks...as fully as other municipal functions for the administration of which no independent boards are authorized by statute for cities generally. The council may, however, create boards or commissions to advise the council...”

Under this section, then, the City can create a Park Board if it joins this function with another political subdivision, such as a neighboring community. The City also may have an advisory commission for the parks, which Roseville already possesses. Or, the City could renounce its Optional Plan B form of government and re-form under a governing scheme that permits Park Boards.

March 14, 2014
Page 2

The only other alternative for the City, if it wishes to create a fully-empowered Park Board, would be to gain statutory permission from the state legislature. Specifically, the City would need a special law to be enacted that permits the City of Roseville to create a Park Board despite the fact that it is an Optional Plan B City. The process to gain such statutory permission would be as follows:

1. The City will need to be united in its pursuit of statutory permission for a Park Board. I would suggest that such unity could be demonstrated through the Parks Commission adopting a resolution declaring its support for Park Board legislation, followed by a similar resolution adopted by the City Council. Because this is a purely political pursuit, it would be important that these resolutions be adopted in a near-unanimous fashion. If the City's leadership is divided on this issue, then the prospects of gaining legislative support diminish.
2. Armed with the demonstrated support of City leadership, one or more local legislative representatives will need to shoulder the burden of authoring a bill and undertaking the burden of getting the bill passed through appropriate committees within their chamber of the legislature, followed by a majority vote of the entirety of the chamber. Then, the bill will have to pass by majority vote in the other chamber of the legislature and, finally, signed into law by the Governor. Along the way, City leadership and the community as a whole will likely need to lobby the legislature to support the bill. The first step in this process, however, will be to convince at least one local legislative representative undertake this project.

I hope this information is helpful. Please do not hesitate to contact me with any questions.

Very truly yours,

ERICKSON, BELL, BECKMAN & QUINN, P.A.



Mark F. Gaughan

MFG/kmw

Research and Analysis of a Park Board 5-7-13

Background

In the 2010 Parks and Recreation System Master Plan it was suggested that the City of Roseville investigate the potential of a park board or park district. Subsequently, the research and recommendation of the potential formation of a park board was identified in the City Council's 2012 Work Plan. The Parks and Recreation Commission have been asked to research the issue and provide a recommendation to the City Council at the joint meeting in June. Commission members assisted City staff in gathering background information, reviewing example park board ordinances, and also attended a meeting with representatives from the City of Maple Grove regarding their Park Board.

History

The Village of Roseville originally established a Recreation Board in August 1958. The powers and duties of the Board included the following:

- Establish recreation policy.
- Conduct and supervise recreation areas, facilities, services and programs.
- Conduct activities and pay for the necessary supervision.
- Establish the qualification, employ and determine the compensation of a Director of Recreation and necessary other employees.
- Coordinate services with other governmental programs.
- Solicit and train volunteers.
- Purchase supplies and equipment.
- Develop and maintain facilities.
- Procure or lease public or private properties, areas or facilities that may be required for programs.

In addition, the Board had the power to create a Citizens Recreation Committee whose role was to advise the Board on the City's recreational needs and interest. The Board was financed by annual appropriation by the Village Council and was required to submit an annual report with a detailed account of its estimated fund requirements for the ensuing year.

The Recreation Board was replaced by the existing Parks and Recreation Commission in the early 60's. The Parks and Recreation Commission is advisory with the following duties and functions, as contained in Chapter 203 of the City Code:

- Make recommendations to the Director of Parks and Recreation, the City Manager and the Roseville City Council on all matters relating to parks and recreation programs, facilities and services.
- Provide a method for citizens' input concerning the city's parks and recreation facilities, programs, needs and concerns.
- Identify areas that may require action and/or change to promote a harmonious, safe, and responsive Parks and Recreation program.

Park Board Characteristics

As included in the August 16, 2011 letter from the City Attorney, MN Statutes § 412.271, Subd. 6 gives the City the power to give an independent board or commission the right to disburse funds without council approval. Currently, only the City's Housing and Redevelopment Authority (HRA) has this power. According to MN Statutes § 412.501, the council of any city of more than 1,000 population may by ordinance establish a park board.

The main powers of a park board, as included in MN Statutes § 412.521, are as follows:

- Acquire and control land for park purposes.
- Employ necessary personnel and fix their compensation.
- Construct recreation facilities and make contracts and leases for their construction and operation.
- Purchase all necessary materials, supplies, equipment, and services.
- Maintain, beautify, and care for park property.

In order to carry out the powers of the Park Board, the City is required to set up a park fund. The Council may transfer money to the park fund for park purposes. Each budget year the Park Board submits a budget request to the City Council for approval. Most Park Board members are appointed by the Mayor and then they elect a Chairperson; the Board can also set term lengths and limits.

Communities in Minnesota with Park Boards include Brainerd, Maple Grove, and Rochester. Each has their own structure and powers contained in the local ordinance and can be reviewed in further detail to determine potential options in Roseville.

Maple Grove Parks and Recreation Board

Parks and Recreation Director Brokke and Commissioner Wall had the opportunity to meet with the Maple Grove Parks and Recreation Director Terry Just, a former City of Roseville employee, and the Park Board Chair Tim Phenow, prior to attending the March Board meeting. The Parks and Recreation Board manage approximately 1,488 acres of parkland and 998 recreation programs. In addition, the Board manages the Community Center, which includes an indoor and outdoor pool, gym, two ice rinks, teen and senior centers, indoor and outdoor playground, skate park, and meeting and banquet rooms. The Board employs 44 full-time and 423 seasonal employees and had an operating budget of \$5.4M in 2012.

In addition to touring the Community Center, the powers and duties of the Parks and Recreation staff and Park Board members were discussed as well as a number of specific questions regarding their interaction with the City Council and other City staff. Their current Park Board is well-respected and appreciated among the community members and various user groups that utilize the facilities and should be considered as a model for a potential future Roseville Park Board.

Pros/Cons

As the Commission considers the best fit for Roseville and its residents regarding the formation of a Park Board, a list of potential pros and cons may be helpful in guiding the discussion. The following list is meant to start the discussion and is based on information already provided to the Commission and the visit to Maple Grove:

PRO	CON
Increased transparency	Potential duplication of administrative services
Greater public influence – board has more authority therefore lends to greater influence	No longer an advisory commission
Funding control and responsibility	Added responsibilities of Board members
Increased Citizen engagement	Increased oversight of Department staff
Increased authority over the Department staff	Limited City Council and City Manager oversight/control
Board member increased accountability to the residents	Public perception of implications of additional taxing authority
Increased “ownership” by Board members	Less accountable because not elected
Decisions are less “political”	
Limited City Council and City Manager oversight/control	
Consistent and ongoing emphasis in Parks and Recreation – through good times and bad	
Increased staff efficiencies	

Time Spent

The Maple Grove Parks and Recreation Board Members currently spend about 1-3 hours a month in meetings and 1-3 hours a month preparation time on average. The Board Chair spends a bit more time depending on what is going on, typically with a once a week phone call and/or meeting just to keep open lines of communication.

Summary of Commission Discussion on April 2, 2013

D. Holt introduced the topic and indicated that this was a topic of interest by the City Council and that it is was important that the Commission provide an analysis and recommendation to the City Council.

Wall indicated that he, Simbeck and staff have been working to compile information. He reviewed draft #1 research and analysis report dated 4/2/13 that included the background, history, Park Board characteristics, a start of a pros and cons list and was included in the packet. He also mentioned that he and staff met with the Director and Board Chair of Maple Grove Parks and Recreation and attended their meeting. His observations were that it appeared to operate in a similar way to Roseville.

Wall suggested that further discussion, analysis and recommendation of what is in the best interests of the City and residents occur in May in preparation for the June 10th joint City Council/Commission meeting.

Wall communicated his impression of the Maple Grove visit as follows:

- They appear to operate similar to Roseville even though they are a Park Board
- Users and stakeholders appear satisfied
- They like the system that they are operating under
- Maple Grove is a very good model
- Appointments are made by the Mayor and confirmed by the City Council which is similar to Roseville
- The Community Center is very impressive

Staff indicated that procedurally a Park Board is more involved in staffing and budget development with the City Council approving a levy. It would operate similar to the Roseville HRA.

Staff observation was that the Roseville Parks and Recreation Commission is in actuality operating similar to the Maple Grove Park Board with all members being vested and engaged at all levels. With the value placed on Parks and Recreation in the community of Roseville, it does make sense that this type of consistency is important in Roseville.

According to the City Code, the Roseville Commission is advisory only and is probably going beyond their scope of work.

Further discussion included how long Maple Grove has been a Park Board, questions on board members pay and how the City Council is kept informed. Response included that Maple Grove has been a Park Board since inception, board members are not paid but it is believed that Brainerd Park Board Members are paid a stipend of \$25 month and the City Council in Maple Grove is kept informed through a quarterly report provide by the director. Larger items such as land acquisition and certain level of projects are reviewed by the City Council.

Diedrick wondered what the interaction with other City Departments in Maple Grove. Response was that the Director attends Department Head meetings and the need for interdepartmental coordination and cooperation still is important and exists.

Doneen provided his analysis on the primary difference between a Park Board and Commission. Specifically, the day to day operations and project development moves away from the City Council with the responsibility given to the Park Board. A Park Board would be a more focused, separate board relieving the duties from the City Council.

Gelbach questioned that with increased accountability and responsibility, does that then mean increased liability for Board Members.

Azer was complimentary of the existing Commission structure but is interested and would like to learn more.

167
168 D. Holt reiterated that the charge of the commission is to research the topic and provide
169 information to the City Council so they can make a decision.
170

171 Responding to D. Holt, staff indicated that because of the importance Roseville Residents place
172 on their Parks and Recreation system, that at some point, the consideration of a Park Board may
173 be advantageous for Roseville. As guided by the recently updated Master Plan it is suggested
174 that Roseville consider a Park District, which is not currently allowed by State Law. A Park
175 Board seems like it could be a logical step or progression for Roseville.
176

177 The Commission thanked Wall and Simbeck for their work. More discussion will occur at the
178 May meeting.
179

180 **Conclusion**

181

182 Based on the information gathered by the designated Commission members on the topic and
183 discussion at last month's meeting, the demonstrated importance and value placed on parks and
184 recreation by Roseville residents, and the guidance in the Parks and Recreation Master Plan, the
185 Parks and Recreation Commission feels the Park Board structure has merit and should be
186 furthered evaluated by the City Council to ensure the parks and recreation system is managed in
187 the best interest of the City's residents.

Parks and Recreation Commission

Discussion regarding the legislative action to change from a commission to a board May 6, 2014

Discussion Point

Should the current Roseville Parks and Recreation Commission members adopt a resolution declaring support to change the commission's current status as a commission to become a Park Board and undertake the necessary steps to persuade the City Council and local legislators to author and sponsor and enact a special law to create a fully-empowered Roseville Park Board.

Strengths

- The current Commission acts more like a Board than a Commission
- Under Minnesota law, a fully empowered Park Board would possess “full absolute and exclusive control” over all property set aside for park purposes including:
 - Budget development and management;
 - Employ personnel;
 - Undertake construction projects;
 - Generally maintain and care for park property.
- A Board would provide regular and constant attention and oversight to Parks and Recreation activities. Might not need it now, but might be useful in future years as city staff turns over.
- The City Council has limited capacity to review all details from all areas of the City, a Board would be able to review things and act in place of the Council. Shoulder a bit of the load in response to park and recreation issues.
- A Board structure would assure a strong and benevolent advocacy for Parks and Recreation into the future
- May create increased staff efficiencies.
- The Board would help prevent the deferred maintenance issues that resulted in having to go out for bonding
- Parks and Recreation needs to be viewed as an essential service. People expect police and fire, but they choose to live in Cities based on Parks and Recreation and Schools. A Board would give focused attention to this important service.

Weaknesses

Roseville is a Plan B city-it has a City Manager form of government that makes it ineligible to have a park board without special legislative action.

- The Roseville City Council cannot relinquish their authority over Parks and Recreation functions and activities to another group—even the Parks and Recreation Commission.
- HOWEVER, as a Plan B city the only other option is to function jointly with another political subdivision i.e. another City, School District, or County. So the City *can* create a Park Board if it joins the function with another political subdivision.
- To create a fully-empowered Park Board is a lot of work... the City would need a special law enacted:

- The City should be united in its pursuit of a Park Board, demonstrated by:
 - The Parks Commission adopting a resolution declaring support for Park Board legislation (need unanimity due to its political nature) and followed by:
 - The City Council adopting a resolution declaring support for Park Board legislation (again need unanimity)
 - Local Representative must author the bill and get it passed through appropriate committees
 - Must pass majority vote of both chambers
 - Must be signed into law by Governor
 - City and community must lobby the legislature for support
- If Parks and Recreation chooses to pursue legislative action, we are about a year out on the legislative timeline for an action like this.
- Future City Council make-up might not be as propitious and advantageous for Parks and Recreation as our current Council make-up.

Opportunities

- The Roseville Housing Redevelopment Authority (HRA) was approved by the legislature using a process similar to what the Parks and Recreation Commission would have to undergo (the HRA process has set a pattern for the process that we could follow).
- Future City Council make-up might not be as propitious and advantageous for Parks and Recreation as our current Council make-up. A Board structure would assure a strong and benevolent advocacy for Parks and Recreation.
- Increased “ownership” in the management of the City’s parks and recreation system by Board members.
- Increased accountability for Board members by the residents.

Threats

- Higher time commitment by members. Board activities would include more time from board members to:
 - Review budget
 - Make personnel decisions
 - Review projects
- Long and involved legislative process to achieve desired outcomes
- Future City Councils might not be as committed to funding parks and recreation at a level necessary to maintain the existing investment
- Future economic circumstances may entice budget reductions which compromise the maintenance and expansion of services (underscores need for a strong advocating body)
- Public perception of implications of additional taxing authority
- Board members may have less accountability because they are not elected and are making decisions that were formerly considered by the Council

**ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR MAY 6, 2014
ROSEVILLE CITY HALL ~ 6:30pm**

PRESENT: Diedrick, Doneen, Gelbach, D. Holt, M. Holt, Newby, Wall
ABSENT: Azer, Boehm, and Stoner all notified staff about being unable to attend
STAFF: Anfang, Brokke

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No Public Comment. Agenda adjusted to accommodate Commissioner Wall who needed to leave the meeting early.

3. APPROVAL OF MINUTES – APRIL 1, 2014 MEETING

Commission Recommendation:

Minutes for the April 1, 2014 meeting were approved unanimously with Wall abstaining due to his not attending the meeting.

4. PARK BOARD DISCUSSION

D. Holt initiated the discussion with brief background information. This Commission has spent a good amount of time researching and discussing Park Board considerations. D. Holt asked the Commission to make a recommendation at tonight's meeting so that there can be further discussion with the Council during the joint meeting in June.

- Most recently, Wall, Gelbach, Holt & Stoner met with Brokke. This meeting resulted in Gelbach creating a SWOT analysis outlining the Park Board consideration.
- Wall having taken the lead on this project from the beginning, spoke to how this SWOT analysis fit into the bigger picture and reviewed a compilation of Park Board information.
- M. Holt asked about lines 38 & 39, wondering what was meant by "other options".
 - Brokke explained that this was referring to possible political sub-divisions and what the sub-divisions might be.
- Diedrick asked "how difficult would it be to join with another entity to form a Park Board"?
 - This would be an extensive process and requires willing parties.
- Doneen reflected on the work done by Wall and others to outline the benefits & options of a Park Board. Doneen admitted he is challenged by these discussions because the current system is working well. On the other hand, there are 3 main areas of concern; natural resource management, staffing and parks and recreation facility maintenance.
- Newby inquired into the benefits.
 - Doneen responded, potential expanded transparency and possible increased efficiencies.
 - D. Holt spoke to how the Master Plan brought attention to the parks & recreation system and how in the recent past the park system was neglected due to timely local situations. The Master Plan addressed not only current needs but also looked to the future and how a foundation can be built to sustain future needs. Councils do their best, but they can't always give the attention needed toward making informed decisions due to the vast needs of the community. Recent Parks & Recreation Commissions have done a good job of filling the information gaps and keeping the parks and recreation needs as a forethought. Parks and Recreation is an essential service for our community, a Park Board would be able to pay the necessary attention and have the required focus to continue maintaining and providing for the

parks and recreation system. A Park Board seems to make sense as we think ahead, 5, 10 or more years from now.

- Newby asked for more information on how a board and commission differ.
 - Brokke responded that a Commission is advisory while a board is established by ordinance and has specific responsibilities such as budget development, staffing responsibilities and property management.
- D. Holt also spoke to needed capitalization to maintain our parks and recreation resources. A Park Board has the potential for better management and attention toward deferred maintenance.
- Doneen mentioned that he sees a Parks Board as potentially relieving the Council of some responsibility.
- Newby wondered if a Park Board might increase distance from the Council and lead to an out-of-sight/out-of-mind situation.
 - Wall mentioned that the HRA has a Council member on its board. Brokke added that this might be true for a Park Board also.
 - Wall also brought up how the once a year joint meeting between the Council and Commission is not enough for providing information and taking direction.

Commission Recommendation:

Motion by Nolan Wall that current Parks and Recreation Commission members support a recommendation to the City Council to change the status of the Parks & Recreation Commission to a Park Board and undertake the necessary steps to encourage the City Council and local legislators to author, sponsor and enact a special law to create a fully-empowered Roseville Park Board. Second by Gelbach.

Motion passed unanimously by the seven commission members in attendance.

Chairman Holt added he would talk with Commissioners Azer and Stoner about their thoughts.

Commissioner Wall excused himself following the Park Board item to attend another commitment.

5. KOTOSKI PARK DEDICATION – 301-303 SOUTH OWASSO BOULEVARD

Brokke identified property as just west of Ladyslipper Park.

Doneen brought forward how the area includes a wetland feature and involves local natural resources. He can see how there might be a benefit to there being an addition to public wetland ownership over private wetland ownership.

Brokke informed the group that this is a subdivision proposal and would result in either the cash amount of 6 units @\$3500 each totaling \$21,000 or the land acquisition of 10% of 3.28 acres totaling .32 acres. Brokke also recognized that anytime there are park dedication options adjacent to current park land there should be a healthy discussions of the options and the pros and cons for both.

Commission Recommendation:

Diedrick moved that Parks and Recreation Commission recommend to the City Council the acceptance of cash at \$3500 per unit for a total of 6 units and \$21,000 in lieu of land. Second by M. Holt. Passed unanimously.

6. PARKS AND RECREATION RENEWAL PROGRAM UPDATE

Brokke briefed the Commission on the individual proposal packages. All proposal packages will be presented to the Council on May 12, 2014 for their consideration.

- Package A involves park buildings, shelters and related site work.
 - Structures will be demolished and rebuilt at Lexington, Villa, Sandcastle, Oasis, Autumn Grove and Rosebrook Parks.

- o Central Park Shelters (FORParks, Victoria Ballfields and Foundation) will be remodeled rather than rebuilt.
 - o We will not be replacing the Central Park @ Lexington restrooms and redesigning the park entrance at this time.
 - o We will not be installing a splash pad at this time.
 - o Sandcastle Park parking lot will not be relocated at this time.
- Package B – Skating Center Repairs
 - o Turns out, this was an odd package that combined painting work, rebuild of the signature arch and addressing the banquet facility north entrance. No proposals were received. Staff are working to collect separate quotes for the work. Details should be worked out in the coming weeks. This package is not going to the Council on May 12th.
- Package C – Harriett Alexander Nature Center
 - o Project includes upgrades to mechanical and electrical systems as well as repairs and improvements to building exterior and interior spaces. (Boardwalk is also being replaced, this is part of package D). Staff and contractors are working on the timing of projects so as not to impact programs and events. Outside work will be done in the spring with interior work taking place fall and early winter. Staff will also be working with Blue Rhino's creative team to include the FORParks/FORHANC display additions during the interior work timeframe.
- Package D – Bridges & Boardwalk
 - o Includes 3 bridges in Villa Park and the Nature Center Boardwalk.
- Package E – Lighting
 - o Includes Rink, court and Lake Bennett Pedestrian Lighting.
- Package F – Court Resurfacing & Reconstruction
 - o Designated Tennis and Basketball Courts will be worked on. The recommended proposal includes a value added component that leaves the milled surface in place for the overlay. This process has proven to help minimize court cracking.
- Package G – Field Improvements
 - o Includes work at the Legion Field, Evergreen Fields and Victoria Ballfields
- Package H – Irrigation
 - o Projects will involve upgrading to a 2-wire system that will allow for staff to remotely operate the system. Additional irrigation will be added to Autumn Grove Park to support heavy field use by youth recreation programs.
- Package I – Natural Resources
 - o The Natural Resource package includes both core projects and other projects. It is the intent of the accepted proposal to be able to address all using the Renewal Program budget and outside grants. Simply put the natural Resource package removes invasives and restores these areas. The package includes a specific maintenance agreement that will allow staff to develop a solid future program for maintenance. The program also includes educational signage and the managed use of volunteers to complete projects. The Natural Resource program will touch nearly all areas of the City (22 of 30 parks).
- Package J – Disc Golf Improvements
 - o Work includes assessing design and performing improvements throughout the course.
- Package K1 – County Rd B2 and Victoria Pathway.
 - o Sidewalks will be added to County Road B2 from Lexington Avenue to Rice Street and from County Road B to County Road C along Victoria.
- Package K3 – Additional Sidewalks and pathways in Parks
 - o Selected parks will have pathway work done to correct safety issues.

- o A roadway extension will be added to County Road B from Cleveland Avenue to Eustis.
- Other Renewal Program Updates
 - o Land Acquisitions
 - Council approved a purchase agreement for the Mounds View property. We have moved into a 90 day due-diligence period to explore property conditions, if all goes well we could close on the property in 90 days.
 - Staff are still in discussions with owners of a SW Roseville property for acquisition.
 - o Playground Replacements
 - 3 playgrounds will be replaced this spring, 2 are community build projects
 - June 7 is the Howard Johnson Community Build, 40-50 volunteers are needed to complete this project
 - June 14 is the Materion Park Community Build, 15-20 volunteers are needed at this park.
 - o Doneen asked about the letter in the packet from Prairie Restorations Inc. related to the Natural Resource Package and the complaints on the proposal process:
 - Based on his personal experiences participating in the Best Value review process for the current Renewal Program, D. Holt spoke to how the Best Value process thoroughly takes the subjectivity out of the process. Evaluations and scoring are completely blind, you do not know who is coming in to interview until they walk through the door. Dave truly believes this process leads you to the best value contractor.
 - Doneen commented that he didn't feel the design of the process was biased.
 - Brokke reiterated that the review team followed the methodology and process throughout the packages.

7. STAFF REPORT

Brokke reported;

- June 9th has been scheduled as the joint meeting for the City Council and the Parks & Recreation Commission.
 - o D. Holt talked about how recent Commissions have handled the annual joint meeting.
 - Last year's agenda was reviewed.
 - Diedrick reviewed the Commission goals. The goals tend to give the discussion direction and demonstrate the work the Commission accomplished over the past year.
 - Joint meetings during the past few years have involved a variety of Commissioners speaking on the topic/item they have led or been involved with.
 - Commissioners were encouraged to review the materials they received tonight and pass along to Brokke any suggestions for the upcoming meeting.
 - Agenda will be finalized at the June commission meeting.
 - Brokke will work to include Commission materials for the joint meeting in the Council pre packet.
- We had a record tree sale this year. 211 trees were purchased by the community.
- The 46th annual Ice show took place recently. Thank you to the many volunteers who made this wonderful show possible.
- Wildlife Management/Control in Roseville:

- o Over the years Roseville has taken a number of calls on deer and other wildlife issues. Ten or more years ago, Parks & Recreation volunteered to take the calls and work with Ramsey County. During the past 10 years Ramsey County has done winter flyovers to track the number of deer in our City. Staff regularly get questions on what the policy is for feeding deer in Roseville. Roseville does not have a policy specifically addressing this, we suggest that they do not feed the deer.
 - Doneen added that an overly large deer population may be hazardous to parklands and natural resources.
 - Others commented that there are also problems with coyote, geese and fox in Roseville.
 - Brokke will include an update in a future meeting with tracking numbers.
 - Newby commented that it is important to track but also important to not let isolated complaints or comments drive actions.
- Gelbach asked about the upcoming burn at Langton Lake.
 - o Brokke explained this is follow-up work for the Buckthorn removal that was done on the west side of the lake last year.
- D. Holt asked about the EAB status after the winter.
 - o Brokke reported that unfortunately more trees have been identified with EAB and the cold winter did not impact the bugs as much as we had hoped.
- Anfang added:
 - o The department 20 year reaccreditation visit will take place on May 20-22. Staff look forward to meeting with professionals from across the country and showing off Roseville Parks & Recreation.
 - o The City Communications staff are working on a park amenities map that will be included in the July City newsletter.
 - o Rosefest buttons are now on sale.
 - o Pottery in the Garden is this Saturday, May 10 from 11am-3pm at the Arboretum
 - o Annual City-wide Garage Sale is June 7th
- D. Holt inquired into the election of chair and vice chair positions. This typically takes place in March/April and has not yet happened for the upcoming year.
 - o Brokke will add to the June meeting agenda.

Meeting adjourned at 8:40pm

Respectfully Submitted,
Jill Anfang, Assistant Director

REQUEST FOR COUNCIL ACTION

Date: June 9, 2014
Item No.: 10 . b

Department Approval

City Manager Approval



Item Description: Accept the 2014 Resident Community Survey

BACKGROUND

Earlier this year, the City Council authorized staff to retain the Morris Leatherman Company to conduct a survey of Roseville residents. The 400-person random sample phone survey was conducted during April of 2014. After survey data was entered and coded, results were provided to the city on May 14, 2014. A copy of the survey is attached.

Peter Leatherman of The Morris Leatherman Company will be providing an executive summary of the survey results and is available to present a complete analysis of the findings at a future City Council Meeting.

STAFF RECOMMENDATION

The survey of Roseville residents conducted by the Morris Leatherman Company in April of 2014 should be accepted and consulted where possible by the City Council and staff when making future decisions.

REQUESTED COUNCIL ACTION

Accept the 2014 resident community survey conducted by the Morris Leatherman Company.

Prepared by: Garry Bowman, Communications Manager

Attachments: A: City of Roseville 2014 Survey Results

THE MORRIS LEATHERMAN COMPANY
 3128 Dean Court
 Minneapolis, Minnesota 55416

City of Roseville
 Residential Survey
 FINAL APRIL 2014

Hello, I'm _____ of the Morris Leatherman Company, a polling firm located in Minneapolis. We have been retained by the City of Roseville to speak with a random sample of residents about issues facing the community. This survey is being conducted because the City Council and City Staff are interested in your opinions and suggestions about current and future city needs. I want to assure you that all individual responses will be held strictly confidential; only summaries of the entire sample will be reported.

- | | |
|---|--|
| 1. Approximately how many years have you lived in Roseville? | LESS THAN TWO YEARS.....3%
TWO TO FIVE YEARS.....14%
FIVE TO TEN YEARS.....21%
TEN TO TWENTY YEARS....23%
20 TO 30 YEARS.....20%
OVER THIRTY YEARS.....20%
DON'T KNOW/REFUSED.....0% |
| 2. As things stand now, how long in the future do you expect to live in Roseville? | LESS THAN TWO YEARS.....3%
TWO TO FIVE YEARS.....8%
SIX TO TEN YEARS.....12%
OVER TEN YEARS.....67%
DON'T KNOW/REFUSED.....10% |
| 3. How would you rate the quality of life in Roseville - excellent, good, only fair, or poor? | EXCELLENT.....48%
GOOD.....51%
ONLY FAIR.....1%
POOR.....0%
DON'T KNOW/REFUSED.....0% |
| 4. What do you like most, if anything, about living in Roseville? | DON'T KNOW/REFUSED.....0%
NOTHING.....1%
CONVENIENT LOCATION....15%
NEIGHBORHOOD/HOUSING...18%
SAFE.....18%
FRIENDLY PEOPLE.....10%
CLOSE TO FAMILY.....8%
CLOSE TO JOB.....8%
SCHOOLS.....8%
PARKS/TRAILS.....8%
SHOPPING.....3%
QUIET AND PEACEFUL.....2%
SCATTERED.....2% |

5.	What do you think is the most serious issue facing Roseville today?	DON'T KNOW/REFUSED.....5% NOTHING.....24% HIGH TAXES.....13% RISING CRIME.....13% POOR CITY SPENDING.....5% LACK OF JOBS/BUSINESS...2% AGING POPULATION.....11% AGING INFRASTRUCTURE....7% STREET REPAIR.....12% SCATTERED.....8%
----	---	--

6.	All in all, do you think things in Roseville are generally headed in the right direction, or do you feel things are off on the wrong track?	RIGHT DIRECTION.....93% WRONG TRACK.....5% DON'T KNOW/REFUSED.....3%
----	---	--

IF "WRONG TRACK," ASK: (n=18)

7.	Please tell me why you feel things have gotten off on the wrong track?	DON'T KNOW/REFUSED.....6% HIGH TAXES.....17% POOR CITY SPENDING.....11% STREET REPAIR.....6% RISING CRIME.....22% GROWING DIVERSITY.....17% CITY PLANNING.....11% TOO MUCH RETAIL.....11%
----	--	--

8.	How would you rate the sense of community identity among residents in Roseville -- would you say it is very strong, somewhat strong, not too strong, or not at all strong?	VERY STRONG.....34% SOMEWHAT STRONG.....57% NOT TOO STRONG.....8% NOT AT ALL STRONG.....0% DON'T KNOW/REFUSED.....2%
----	--	--

9.	Please tell me which of the following do you feel the closest connection to -- the City of Roseville as a whole, your neighborhood, your School District or something else? (IF "SOMETHING ELSE," ASK:) What would that be?	CITY OF ROSEVILLE.....21% NEIGHBORHOOD.....51% SCHOOL DISTRICT.....9% CHURCH.....6% WORKPLACE.....4% FAMILY/FRIENDS.....9% DON'T KNOW/REFUSED.....1%
----	---	--

10.	Do you feel accepted in the City of Roseville?	YES.....98% NO.....1% DON'T KNOW/REFUSED.....2%
-----	--	---

IF "NO," ASK: (n=3)

11. Why do you feel that way?

DON'T KNOW NEIGHBORS, 33%; UNFRIENDLY PEOPLE, 67%.

Let's spend a few minutes discussing the future of the City of Roseville.

- | | |
|--|--|
| 12. When thinking about a city's quality of life, what do you think is the most important aspect of that quality? | DON'T KNOW/REFUSED.....1%
SAFETY.....32%
SENSE OF COMMUNITY.....15%
GOOD SCHOOLS.....17%
UPKEEP OF CITY.....14%
OPEN SPACE/NATURE.....6%
PARKS/RECREATION.....3%
UPKEEP OF HOUSING.....2%
QUIET AND PEACEFUL.....10%
SCATTERED.....1% |
| 13. What aspects, if any, of the community should be fixed or improved in the future? | DON'T KNOW/REFUSED.....5%
NOTHING.....29%
LOWER TAXES.....15%
BETTER ROADS.....26%
MORE JOBS.....5%
MORE PUBLIC TRANSIT.....6%
MORE SENIOR HOUSING.....4%
LESS AFFORDABLE HOUSING.3%
SIDEWALKS.....2%
SCATTERED.....5% |
| 14. What, if anything, is currently missing from the City of Roseville which, if present, would greatly improve the quality of life for residents? | DON'T KNOW/REFUSED.....6%
NOTHING.....53%
MORE PUBLIC TRANSIT....10%
MORE JOBS.....7%
MORE ENTERTAINMENT.....9%
MORE AFFORDABLE
HOUSING.....11%
SIDEWALKS.....2%
SCATTERED.....2% |

I would like to read a list of characteristics others have mentioned that indicate a city has a high quality of life.

15. Please tell me which one you think is most important for a city to have? (ROTATE AND READ LIST)

16. Which is second most important? (RE-READ LIST; OMITTING FIRST CHOICE)

17. Which is least important? (RE-READ LIST; OMITTING FIRST TWO CHOICES)

	MOST	SEC	LST
HIGH PROPERTY VALUES.....	3%	4%	18%
WELL MAINTAINED PROPERTIES.....	11%	16%	7%
LOW PROPERTY TAXES.....	7%	12%	7%
LOW CRIME RATE.....	32%	19%	5%
GOOD SCHOOL SYSTEM.....	34%	19%	3%
VARIETY OF SHOPPING OPPORTUNITIES.....	2%	5%	15%
VARIETY OF PARK AND RECREATION OPPORTUNITIES.....	1%	6%	3%
JOB OPPORTUNITIES.....	4%	12%	8%
COMMUNITY EVENTS AND FESTIVALS.....	0%	2%	16%
SENSE OF COMMUNITY.....	6%	5%	10%
ELSE.....	1%	1%	3%
DON'T KNOW/REFUSED.....	0%	0%	6%

Let's discuss recreational opportunities in the community....

18. How would you rate park and recreational facilities in Roseville -- excellent, good, only fair, or poor?	EXCELLENT.....	36%
	GOOD.....	62%
	ONLY FAIR.....	2%
	POOR.....	0%
	DON'T KNOW/REFUSED.....	1%
19. Which Roseville recreation facilities, if any, do you or members of your household use most frequently?	DON'T KNOW/REFUSED.....	0%
	NONE.....	30%
	TRAILS.....	36%
	NEIGHBORHOOD PARKS.....	25%
	ATHLETIC FIELDS.....	9%
	SCATTERED.....	1%
20. How would you rate the upkeep and maintenance of Roseville City Parks -- excellent, good, only fair, or poor?	EXCELLENT.....	35%
	GOOD.....	60%
	ONLY FAIR.....	3%
	POOR.....	0%
	DON'T KNOW/REFUSED.....	2%
21. In the past year, have you or any members of this household participated in any city-sponsored park and recreation programs?	YES.....	41%
	NO.....	59%
	DON'T KNOW/REFUSED.....	1%

22. Are there any park and recreation programs you would like to see offered or expanded?

NO, 95%; SENIOR, 2%; CONCERTS IN THE PARK, 1%; COMMUNITY CENTER, 1%; SCATTERED, 2%

23. How often do you or members of your household use the trail system, weather permitting -- twice or more per week, weekly, two or three times per month, monthly, quarterly, less frequently or not at all?
- | | |
|-------------------------|-----|
| TWICE OR MORE A WEEK... | 14% |
| WEEKLY..... | 25% |
| TWO/THREE PER MONTH.... | 18% |
| MONTHLY..... | 10% |
| QUARTERLY..... | 3% |
| LESS FREQUENTLY..... | 8% |
| NOT AT ALL..... | 23% |
| DON'T KNOW/REFUSED..... | 0% |

24. Are there any areas in the City of Roseville that are lacking trails or pathways? (IF "YES," ASK:) Where would that be?

UNSURE, 4%; NO, 91%; SIDEWALKS ALONG BUSY ROADS, 1%; COUNTRY ROAD B, 1%; NEAR LAKE OWASSO, 1%; RICE STREET, 1%, SCATTERED, 2%.

25. Which of the following would be your top priority for the City's trails and sidewalk system?

CONSTRUCTION OF ADDITIONAL TRAILS FOR EXERCISE WITHIN PARKS.....	14%
CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS AND PARKS.....	48%
CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS AND SHOPPING AND BUSINESS AREAS.....	22%
ELSE (SIDEWALKS).....	2%
DON'T KNOW/REFUSED.....	15%

26. Are you aware of the Roseville Parks Renewal Program and its projects?
- | | |
|-------------------------|-----|
| YES..... | 20% |
| NO..... | 79% |
| DON'T KNOW/REFUSED..... | 1% |

IF "YES," ASK: (n=81)

27. What project are you most interested in?

UNSURE, 16%; NONE, 24%; CONNECTING TRAILS, 16%; CONSTRUCTION OF NEW TRAILS, 6%; NATURE CENTER, 10%; CENTRAL PARK, 15%; UPDATING OF PARKS, 7%; SCATTERED, 6%.

28. Do you feel the current mix of recreational or sports facilities meet the needs of members of your household?
- | | |
|-------------------------|-----|
| YES..... | 97% |
| NO..... | 0% |
| DON'T KNOW/REFUSED..... | 3% |

IF "NO," ASK: (n=1)

29. What facilities do you feel are missing?

COMMUNITY CENTER, 100%.

There have been on-going discussions in the community about the need for a Community Center that would provide community gathering space for recreation, programs and meetings.

30. Do you support or oppose the construction of a Community Center by the City of Roseville? (WAIT FOR RESPONSE) Do you feel strongly that way?
- | | |
|-------------------------|-----|
| STRONGLY SUPPORT..... | 15% |
| SUPPORT..... | 49% |
| OPPOSE..... | 20% |
| STRONGLY OPPOSE..... | 6% |
| DON'T KNOW/REFUSED..... | 11% |
31. If a Community Center were built, how likely would you or members of your household be to use the facility -- very likely, somewhat likely, not too likely, or not at all likely?
- | | |
|-------------------------|-----|
| VERY LIKELY..... | 20% |
| SOMEWHAT LIKELY..... | 32% |
| NOT TOO LIKELY..... | 19% |
| NOT AT ALL LIKELY..... | 25% |
| DON'T KNOW/REFUSED..... | 5% |

The construction of the Community Center would use property taxes. Suppose the City of Roseville proposed a Community Center development which you considered to be a reasonable approach.

32. How much would you be willing to see your property taxes increase to fund this construction? Let's say, would you be willing to see your monthly property taxes increase by \$____? (CHOOSE RANDOM STARTING POINT; MOVE UP OR DOWN DEPENDING ON RESPONSE) How about \$____ per month?
- | | |
|-------------------------|-----|
| NOTHING..... | 40% |
| \$3.00..... | 18% |
| \$6.00..... | 16% |
| \$9.00..... | 12% |
| \$12.00..... | 3% |
| \$15.00..... | 2% |
| \$18.00..... | 1% |
| DON'T KNOW/REFUSED..... | 9% |

Moving on....

I would like to read you a list of a few city services. For each one, please tell me whether you would rate the quality of the service as excellent, good, only fair, or poor? (ROTATE)

	EXCL	GOOD	FAIR	POOR	DK/R
33. Police protection?	59%	38%	1%	2%	1%
34. Fire protection?	57%	41%	1%	0%	2%
35. Emergency medical services?	56%	37%	0%	0%	7%
36. Sewer and water?	26%	67%	1%	1%	6%
37. Drainage and flood control?	22%	64%	3%	2%	10%
38. Building inspections?	17%	60%	2%	0%	21%
39. Animal control?	25%	58%	5%	1%	11%
40. Code enforcement?	19%	67%	4%	2%	9%

IF ANY SERVICES WERE RATED "ONLY FAIR" OR "POOR," ASK: (n=69)

41. Why did you rate _____ as (only fair/poor)?	DON'T KNOW/REFUSED.....0%
	COULD IMPROVE.....7%
	FLOODING.....26%
	MORE PATROLLING.....3%
	POOR INSPECTIONS.....4%
	LOOSE ANIMALS.....28%
	RUNDOWN HOMES.....17%
	RUDE/UNFRIENDLY.....10%
	SCATTERED.....4%

Now, for the next four city services, please consider only their job on city-maintained streets and roads in neighborhoods. That means excluding interstate highways, state and county roads that are taken care of by other levels of government. Hence, Interstate 35W, Highway 36, Highway 36, County Road C or Lexington Avenue, should not be considered. How would you rate

	EXCL	GOOD	FAIR	POOR	DK/R
42. Street repair and maintenance?	15%	51%	28%	6%	0%
43. Snow plowing?	34%	54%	10%	1%	0%
44. Trail and pathway plowing in parks?	23%	63%	4%	0%	10%
45. Trail and pathway plowing in neighborhoods?	20%	62%	8%	0%	11%

46.	Do you consider the city portion of your property taxes to be very high, somewhat high, about average, somewhat low, or very low in comparison with neighboring cities?	VERY HIGH.....10% SOMEWHAT HIGH.....28% ABOUT AVERAGE.....44% SOMEWHAT LOW.....1% VERY LOW.....1% DON'T KNOW/REFUSED.....17%
47.	Would you favor or oppose an increase in YOUR city property tax if it were needed to maintain city services at their current level?	FAVOR.....40% OPPOSE.....49% DON'T KNOW/REFUSED.....11%
48.	When you consider the property taxes you pay and the quality of city services you receive, would you rate the general value of city services as excellent, good, only fair, or poor?	EXCELLENT.....9% GOOD.....73% ONLY FAIR.....7% POOR.....0% DON'T KNOW/REFUSED.....11%

For each of the following long-term infrastructure projects, please tell me if you strongly support the City continuing to invest in it, somewhat support, somewhat oppose or strongly oppose.

	STS	SMS	SMO	STO	DKR
49. Water and sewer pipes?	44%	30%	12%	4%	10%
50. City buildings?	26%	41%	18%	8%	8%
51. Pedestrian pathways?	38%	37%	15%	6%	5%
52. Bikeways?	32%	44%	14%	6%	5%
53. City roads?	64%	26%	5%	2%	3%

Changing topics....

54.	Other than voting, do you feel that if you wanted to, you could have a say about the way the City of Roseville runs things?	YES.....71% NO22% DON'T KNOW/REFUSED.....7%
55.	From what you know, do you approve or disapprove of the job the Mayor and City Council are doing? (WAIT FOR RESPONSE) And do you feel strongly that way?	STRONGLY APPROVE.....11% APPROVE.....77% DISAPPROVE.....3% STRONGLY DISAPPROVE.....1% DON'T KNOW/REFUSED.....9%

IF "DISAPPROVE" OR "STRONGLY DISAPPROVE," ASK: (n=15)

56. Why do you feel that way?
- | | |
|--------------------|-----|
| POOR JOB..... | 7% |
| POOR SPENDING..... | 20% |
| COULD IMPROVE..... | 20% |
| HIGH TAXES..... | 7% |
| DON'T LISTEN..... | 47% |
57. From what you have heard or seen, how would you rate the job performance of the Roseville City staff -- excellent, good, only fair, or poor?
- | | |
|-------------------------|-----|
| EXCELLENT..... | 19% |
| GOOD..... | 76% |
| ONLY FAIR..... | 1% |
| POOR..... | 1% |
| DON'T KNOW/REFUSED..... | 3% |

IF "ONLY FAIR" OR "POOR," ASK: (n=6)

58. Why do you feel that way?
- | | |
|-------------------------|-----|
| POOR SPENDING..... | 17% |
| COULD IMPROVE..... | 33% |
| DON'T LISTEN..... | 33% |
| RUDE/UNPROFESSIONAL.... | 17% |

Thinking about another topic....

59. How would you rate the general condition and appearance of Roseville -- excellent, good, only fair, or poor?
- | | |
|-------------------------|-----|
| EXCELLENT..... | 33% |
| GOOD..... | 63% |
| ONLY FAIR..... | 4% |
| POOR..... | 1% |
| DON'T KNOW/REFUSED..... | 0% |

IF "ONLY FAIR" OR "POOR," ASK: (n=17)

60. Why do you feel that way?
- | | |
|-------------------------|-----|
| DON'T KNOW/REFUSED..... | 6% |
| RUNDOWN HOMES..... | 24% |
| MESSY YARDS..... | 59% |
| RUNDOWN BUSINESSES..... | 6% |
| JUNK CARS..... | 6% |
61. Over the past two years, has the appearance of Roseville improved, declined or remained the same?
- | | |
|-------------------------|-----|
| IMPROVED..... | 28% |
| DECLINED..... | 6% |
| REMAINED THE SAME..... | 66% |
| DON'T KNOW/REFUSED..... | 0% |
62. How would you rate the job the City does enforcing city codes on nuisances -- excellent, good, only fair or poor?
- | | |
|-------------------------|-----|
| EXCELLENT..... | 15% |
| GOOD..... | 72% |
| ONLY FAIR..... | 7% |
| POOR..... | 2% |
| DON'T KNOW/REFUSED..... | 5% |

IF "ONLY FAIR" OR "POOR," ASK: (n=32)

63. What nuisances does the City need to do a better job of enforcing?	DON'T KNOW/REFUSED.....0%
	MESSY YARDS.....41%
	RUNDOWN HOMES.....25%
	JUNK CARS.....16%
	LOOSE ANIMALS.....19%

The City of Roseville offers a housing program for residential home improvements.

64. Prior to this survey, were you aware of this housing program?	YES.....55%
	NO.....45%
	DON'T KNOW/REFUSED.....0%

The City also sponsors free home and garden workshops each February and fall.

65. Were you aware of these workshops?	YES.....56%
	NO.....44%
	DON'T KNOW/REFUSED.....0%

Turning to the issue of public safety in the community....

I would like to read you a short list of public safety concerns.

66. Please tell me which one you consider to be the greatest concern in Roseville? If you feel that none of these problems are serious in Roseville, just say so.

FIRST

Violent crime.....	2%
Drugs.....	13%
Youth crimes and vandalism.....	21%
Break-ins and theft from automobiles.....	11%
Business crimes, such as shop-lifting and check fraud.....	6%
Residential crimes, such as burglary, and theft.....	10%
Traffic speeding.....	12%
Identity theft.....	3%
ALL EQUALLY.....	6%
NONE OF THE ABOVE.....	14%
DON'T KNOW/REFUSED.....	3%

67.	How would you rate the amount of patrolling the Roseville Police Department does in your neighborhood -- would you say they do too much, about the right amount, or not enough?	TOO MUCH.....3% ABOUT RIGHT AMOUNT.....91% NOT ENOUGH.....5% DON'T KNOW/REFUSED.....1%
-----	---	---

Changing topics...

I would like to read you a list of characteristics of a community. For each one, please tell me if you think Roseville currently has too many or too much, too few or too little, or about the right amount.

	MANY /MCH	FEW/ LITT	ABT RGHT	DK/ REFD
68. Affordable rental units?	21%	24%	53%	2%
69. Market rate rental units?	12%	17%	62%	10%
70. Condominiums and townhomes?	10%	8%	77%	5%
71. Starter homes for young families?	3%	30%	61%	6%
72. "Move up" housing?	11%	13%	69%	7%
73. Higher cost housing?	16%	10%	68%	7%
74. Assisted living for seniors?	5%	28%	57%	10%
75. Parks and open spaces?	9%	6%	85%	1%
76. Trails and bikeways?	9%	8%	82%	1%
77. Service and retail establishments?	10%	13%	77%	1%
78. Entertainment and dining opportunities?	5%	17%	78%	0%
79. If you were going to move from your current home for upgrading, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed or not at all committed?	VERY COMMITTED.....46% SOMEWHAT COMMITTED.....42% NOT TOO COMMITTED.....5% NOT AT ALL COMMITTED....4% DON'T KNOW/REFUSED.....4%			
80. And, if you were going to move from your current home for downsizing, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed, or not at all committed?	VERY COMMITTED.....42% SOMEWHAT COMMITTED.....45% NOT TOO COMMITTED.....6% NOT AT ALL COMMITTED....3% DON'T KNOW/REFUSED.....4%			

IF "NOT TOO COMMITTED" OR "NOT AT ALL COMMITTED" IN QUESTIONS #79 OR #80, ASK: (n=40)

81. Is there anything missing or that could be improved in Roseville that would make you committed to staying?

NO, 75%; AFFORDABLE HOUSING, 15%; MOVE-UP HOUSING, 3%; PUBLIC TRANSIT, 3%; LESS TRAFFIC CONGESTION, 5%.

Changing topics....

Most communities have one of three systems for garbage collection. In an open collection system, like the City of Roseville currently has, residents choose their hauler from several different companies serving the community. Other cities use an organized collection system, where the City contracts with a hauler for collection throughout the city.

82. Would you favor or oppose the City of Roseville changing from the current system in which residents may choose from several different haulers to a system where the City chooses a specific hauler for the whole community? (WAIT FOR RESPONSE) Do you feel strongly that way?

STRONGLY FAVOR.....	6%
FAVOR.....	30%
OPPOSE.....	33%
STRONGLY OPPOSE.....	13%
DON'T KNOW/REFUSED.....	19%

IF A RESPONSE IS GIVEN, ASK: (n=325)

83. Could you tell me one or two reasons for your decision?

DON'T KNOW/REFUSED.....	0%
WANT CHOICE.....	52%
OPEN/LOWER COST.....	9%
ORGANIZED/LOWER COST...	13%
ORGANIZED/LESS TRAFFIC.	21%
ORGANIZED/SAFER.....	3%
LIKE CURRENT HAULER.....	1%

84. How would you rate the City of Roseville's recycling program - excellent, good, only fair or poor?

EXCELLENT.....	26%
GOOD.....	63%
ONLY FAIR.....	4%
POOR.....	0%
DON'T KNOW/REFUSED.....	7%

Continuing....

85. How would you rate the City's overall performance in communicating key local issues to residents in its publications, website, mailings, and on cable television -- excellent, good, only fair, or poor?
- EXCELLENT.....19%
GOOD.....72%
ONLY FAIR.....9%
POOR.....0%
DON'T KNOW/REFUSED.....1%
86. What is your primary source of information about the City of Roseville?
- DON'T KNOW/REFUSED.....0%
NONE.....2%
CITY NEWSLETTER.....48%
LOCAL NEWSPAPER.....28%
CITY WEBSITE.....11%
CABLE TELEVISION.....5%
WORD OF MOUTH.....5%
SCATTERED.....1%
87. How would you most prefer to receive information about Roseville City Government and its activities -- (ROTATE) e-mail, information on the city's website, city publications and newsletters, mailings to your home, local weekly newspaper coverage, cable television programming, the city's Facebook page or the City's Twitter feed?
- E-MAIL.....6%
CITY WEBSITE.....12%
PUBLICATIONS/NEWSLTRS..43%
MAILINGS TO HOME.....17%
LOCAL WEEKLY PAPERS....17%
CABLE TV.....4%
CITY FACEBOOK PAGE.....0%
TWITTER.....0%
WORD OF MOUTH.....2%
88. Do you recall receiving the City publication -- "Roseville City News" -- during the past year?
- YES.....86%
NO.....14%
DON'T KNOW/REFUSED.....1%

IF "YES," ASK: (n=342)

89. Do you or any members of your household regularly read it?
- YES.....92%
NO.....8%
DON'T KNOW/REFUSED.....0%
90. How effective is this city publication in keeping you informed about activities in the city -- very effective, somewhat effective, not too effective, or not at all effective?
- VERY EFFECTIVE.....33%
SOMEWHAT EFFECTIVE.....57%
NOT TOO EFFECTIVE.....6%
NOT AT ALL EFFECTIVE....2%
DON'T KNOW/REFUSED.....2%

I would like to ask you about social media sources. For each one, tell me if you currently use that source of information; then, for each you currently use, tell me if you would be likely or unlikely to use it to obtain information about the City of Roseville.

	NOT USE	USE LIK	USE NLK	DK/ REF
91. Facebook?	56%	19%	25%	0%
92. Twitter?	72%	11%	18%	0%
93. YouTube?	65%	10%	25%	0%
94. Nextdoor?	81%	10%	7%	3%
95. E-mail?	33%	41%	27%	0%
96. City website?	45%	44%	11%	0%

Now, just a few more questions for demographic purposes....

Could you please tell me how many people in each of the following age groups live in your household.

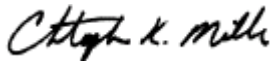
97. Persons 65 or over?	NONE.....72%
	ONE.....16%
	TWO OR MORE.....12%
98. Adults between the ages of 50 and 64 years of age?	NONE.....72%
	ONE.....15%
	TWO MORE.....13%
99. Adults between the ages of 18 and 49 years of age?	NONE.....37%
	ONE.....28%
	TWO.....31%
	THREE OR MORE.....4%
100. School-aged children and pre- schoolers?	NONE.....77%
	ONE.....10%
	TWO.....8%
	THREE OR MORE.....5%
101. Do you own or rent your present residence?	OWN.....67%
	RENT.....33%
	REFUSED.....0%

102. What is your age, please? (READ CATEGORIES, IF NEEDED)	18-24.....3% 25-34.....14% 35-44.....19% 45-54.....24% 55-64.....18% 65 AND OVER.....23%
103. Which of the following best describes your household: (READ) A. Single, no other family at home. B. Single parent with children at home. C. Married or partnered, with children at home. D. Married or partnered with no children or no children at home. E. Something else.	SINGLE/NO OTHER.....29% SINGLE PARENT.....5% MAR/PARTN/CHILDREN.....24% MAR/PARTN/NO CHILD.....39% SOMETHING ELSE.....4% DON'T KNOW/REFUSED.....0%
104. Which of the following categories represents your ethnicity -- White, African-American, Hispanic-Latino, Asian-Pacific Islander, Native American, or something else? (IF "SOMETHING ELSE," ASK:) What would that be?	WHITE.....77% AFRICAN-AMERICAN.....8% HISPANIC-LATINO.....4% ASIAN-PACIFIC ISLAND.....8% NATIVE AMERICAN.....1% SOMETHING ELSE.....1% MIXED/BI-RACIAL.....1% DON'T KNOW.....0% REFUSED.....1%
105. Do you live north or south of Highway 36? (WAIT FOR RESPONSE) Do you east or west of Snelling Avenue?	NORTHWEST.....14% NORTHEAST.....49% SOUTHEAST.....23% SOUTHWEST.....14% DON'T KNOW/REFUSED.....0%
106. Gender (DO NOT ASK)	MALE.....48% FEMALE.....52%

REQUEST FOR COUNCIL ACTION

Date: 06/09/14
Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Public Hearing to Acknowledge the Expenditure of Tax-exempt Funds for the University of Northwestern-St. Paul.

BACKGROUND

Under Federal and State Statutes, municipalities are authorized to pledge their bond issuance authority to non-profit groups for the benefit of higher educational facilities. If a municipality expects to issue or receive tax-exempt bond proceeds, either directly or indirectly through separate establishments, it is required by federal law to hold a public hearing.

The Wisconsin Public Facilities Authority intends to proceed with the issuance of tax-exempt bonds for the benefit of the University of Northwestern-St. Paul located in Roseville. The proceeds of the bonds will not exceed \$26,000,000 and will be used to finance or reimburse the University for the cost of certain higher education facilities and related costs, including but not limited to:

- ❖ Refund the outstanding bonds from the 2002 and 2008 Northwestern College bonds
- ❖ Finance the acquisition of the Country Inn and Suites and conversion of that facility into student housing
- ❖ Construction of new athletic facilities
- ❖ Fund bond-related costs including; capitalized interest, debt service reserve fund, and issuance costs where applicable.

The Bonds will not constitute a charge, lien or encumbrance upon any property of the City. Such Bonds will not be a charge against the general credit or taxing powers of the City, but are payable from sums to be paid by Northwestern pursuant to a separate revenue note with their eventual lender.

The purpose of the public hearing is to allow for public comment on the proceeds to be expended.

POLICY OBJECTIVE

Generally speaking, the public policy reason for City participation in these tax-exempt financings is to promote greater investment in the City's higher educational facilities. Allowing the bonds to be issued tax-exempt makes the bonds more attractive to investors and results in lower borrowing costs compared to traditional financing methods. This in turn, provides more available dollars for the proposed project.

Should the Council deny the use of tax-exempt proceeds to be spent in the City, Northwestern would be required to finance the acquisition and improvements using more costly financing methods.

32 **FINANCIAL IMPACTS**

33 Not applicable.

34 **STAFF RECOMMENDATION**

35 Consistent with past practices, Staff recommends the Council adopt the attached resolution
36 acknowledging the expenditure of tax-exempt funds by the University of Northwestern-St. Paul.

37 **REQUESTED COUNCIL ACTION**

38 Motion to adopt the attached resolution acknowledging the expenditure of tax-exempt funds by the
39 University of Northwestern-St. Paul.

40

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution acknowledging the expenditure of tax-exempt funds by University of Northwestern-
St. Paul.

41

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA,
 APPROVING THE ISSUANCE OF PUBLIC FINANCE AUTHORITY REVENUE BONDS IN A
 MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$26,000,000 FOR THE PURPOSES OF
 FINANCING AND REFINANCING THE COSTS OF ACQUISITION, CONSTRUCTION,
 IMPROVEMENT, RENOVATION AND EQUIPPING OF CERTAIN EDUCATIONAL FACILITIES
 OF THE UNIVERSITY OF NORTHWESTERN-ST. PAUL AND OTHER MATTERS RELATING
 THERETO

WHEREAS, it has been requested that the Public Finance Authority, a unit of government and a body corporate and politic under the laws of the State of Wisconsin, authorized and empowered pursuant to the laws of the State of Wisconsin, and particularly Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended (the "Act") to issue revenue bonds and lend the proceeds thereof for the purpose of financing "projects" as defined in the Act (the "Authority"), participate in the issuance of one or more series of revenue bonds in an aggregate principal amount not to exceed \$26,000,000 (the "Bonds") to be used, in part, to (a) currently refund all of the outstanding (i) City of Roseville, Minnesota Variable Rate Demand Private School Facility Revenue Bonds (Northwestern College Project) Series 2002 (the "2002 Bonds"), the proceeds of which were used to (A) refund certain taxable indebtedness of the Borrower incurred in connection the acquisition and refurbishing of student housing facilities located at 2906, 2924, 2930 and 3003 North Snelling Avenue, Roseville, Minnesota 55113, (B) finance a portion of the costs of the construction, expansion, renovation and equipping of various facilities of the Borrower, including the acquisition, construction, equipping and furnishing of the non-broadcasting portions of the Mel Johnson Media Center located at 2993 North Snelling Avenue, Roseville, Minnesota 55113, together with miscellaneous educational facilities, including equipment, furnishings, renovations and landscaping on the main campus of the Borrower located at 3003 North Snelling Avenue, Roseville, Minnesota 55113 and parcels adjacent thereto in Roseville, Minnesota (together with parcels adjacent thereto in Arden Hills, Minnesota, the "Main Campus") (the "2002 Project"), and (C) pay a portion of certain costs associated with and incidental to the financing and (ii) Colorado Educational and Cultural Facilities Authority Adjustable Rate Demand Revenue Bonds, Series 2008A (Northwestern College Project) (the "2008A Bonds" and together with the Series 2002 Bonds, the "Prior Bonds"), the proceeds of which were used to (A) finance the costs of the acquisition, construction, improvement, renovation, remodeling, furnishing and equipping of certain higher educational facilities of the Borrower, including but not limited to acquisition and renovation costs or an office building, planning and capital construction costs of campus roadways and parking facility and capital campus landscaping costs, all located on the portion of the Main Campus located in Roseville, Minnesota (the "2008 Project" and together with the 2002 Project, the "Prior Project") and (B) pay certain costs of issuance of the 2008A Bonds, including initial costs of credit enhancement; (b) refinance certain outstanding indebtedness of the Borrower, the proceeds of which were used to finance the acquisition and conversion into student housing, including but not limited to the equipping and furnishing of the facility, of the Country Inn & Suites located at 2905 Snelling Avenue North, Roseville, Minnesota 55113; (c) finance and reimburse the Borrower for all or a portion of the costs of acquiring, constructing, improving and equipping certain educational facilities of the Borrower, including but not limited to the demolition and destruction of existing athletic and related facilities, the construction and installation of artificial turf football, soccer, baseball and softball fields, six regulation size tennis courts, bleacher seating for approximately 1,500 people, locker rooms for approximately 192 student athletes, and related restroom and concession facilities located on the portion of the Main Campus located in Roseville, Minnesota (collectively, the "2014 Project" and together with the Prior Project, the "Project"); (d) fund capitalized interest on a portion of the Bonds; (e) fund a debt service reserve fund for the Bonds, if any; and (f) pay certain costs of issuance of the Bonds and of refunding the Prior Bonds. The Project and all facilities financed or refinanced with the proceeds of the Bonds are or are to be owned and operated by the Borrower.

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the project is to be located; and

WHEREAS, pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of the governmental unit having jurisdiction over the area in which any facilities financed or refinanced by the Bonds is to be located after a public hearing held following reasonable public notice; and

WHEREAS, the Borrower has requested that the City Council of the City of Roseville, Minnesota (the "City Council") approve the financing and refinancing of the Project and the issuance of the Bonds in order to satisfy the public approval requirement of Section 147(f) of the Code and the requirements of Section 4 of the Amended and Restated Joint Exercise of Powers Agreement Relating to the Public Finance Authority, dated as of September 28, 2010 (the "Joint Exercise Agreement") and Section 66.0304(11)(a) of the Wisconsin Statutes; and

WHEREAS, the Borrower has represented to the City of Roseville, Minnesota (the "City") that the facilities constituting the Project and to be financed or refinanced are located within the territorial limits of the City; and

WHEREAS, the members of the City Council are the applicable elected representatives of the City; and

WHEREAS, bond counsel has advised that there has been published at least 14 days prior to the date hereof, in a newspaper of general circulation within the City, a notice that a public hearing regarding the Bonds would be held on the date hereof; and

WHEREAS, such public hearing was conducted on this date by the City Council, at which time an opportunity was provided to interest parties to present arguments both for and against the issuance of the Bonds; and

WHEREAS, the City has been informed that the Bonds will not constitute a debt or liability of the City and the City shall have no payment obligations with respect to the Bonds; and

WHEREAS, it is intended that this resolution shall constitute the approval of the issuance of the Bonds and the facilities required by Section 147(f) of the Code;

NOW THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City as follows:

1. The City Council hereby approves the issuance of the Bonds by the Authority for financing and refinancing the Project. It is the purpose and intent of the City Council that this Resolution constitute approval of the issuance of the Bonds by the applicable elected representative of the Project Jurisdiction, which is the governmental unit having jurisdiction over the area in which the Project is located, in accordance with Section 147(f) of the Code and Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Joint Exercise Agreement. The City does not bear any responsibility for the tax-exempt status of the Bonds, the debt service on the Bonds or any other matters related to the Bonds.

2. The Mayor and the staff of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they deem

necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

3. This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City of Council of the City of Roseville, Minnesota, this 9th day of June, 2014.

AYES:

NOES:

ABSENT:

By: _____
Pat Trudgeon, City Manager

CERTIFICATE

I, the undersigned, being the duly qualified and acting City Manager of the City of Roseville, Minnesota, do hereby certify that the attached resolution is a full, true and complete resolution adopted by the City Council of said City on the date therein indicated.

WITNESS my hand this 9th day of June, 2014.

Pat Trudgeon, City Manager

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

DATE: **06/09/2104**

ITEM NO: 13.a

Department Approval



City Manager Approval

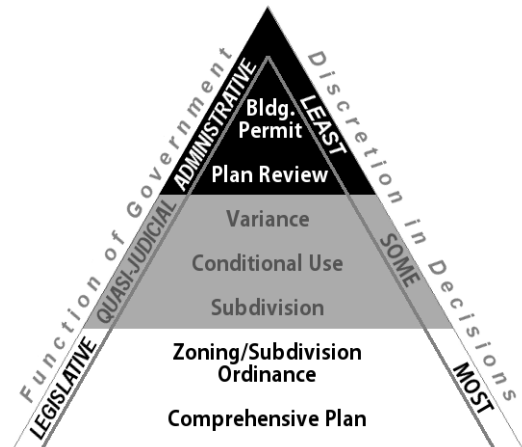


Item Description: Request by University of Northwestern for a Text Amendment to the Zoning Ordinance to allow student housing as a permitted use in the Community Business District. The Roseville Community Development Department is also seeking an amendment to the definition of dormitory, changing the title to “student housing,” replacing dormitory in the definition of College or post-secondary school, campus with “student housing,” and permitting “student housing” in Regional Business and Community Mixed-Use Districts. **(PF14-006).**

Application Review Details

- RPCA prepared: May 1, 2014
- Public hearing: May 7, 2014
- City Council action: June 9, 2014
- Statutory action deadline: June 19, 2014

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



1.0 REQUESTED ACTION

University of Northwestern and the Roseville Planning Division seek approval of **Text Amendments to the Zoning Ordinance:** specifically to section 1001.10 Definitions, Table 1005.1, and Section 1011.12.E to permit student housing in the select districts within Commercial and Mixed Use Districts to facilitate plans to purchase and convert the County Inn and Suites into student housing.

2.0 SUMMARY OF RECOMMENDATION

The Planning Division recommends approval of the proposed changes; see Section 7 of this report for the detailed recommendation. Planning Division staff concurs with the recommendation of the Planning Commission (5-0 vote) to approve the proposed **Zoning Text Amendments** to Section 1001, Definitions, Table 1005-1, and Section 1011.12.E of the Roseville Zoning Ordinance; see Section 7 of this report for the detailed recommendation

3.0 SUMMARY OF SUGGESTED ACTION

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

4.0 BACKGROUND

4.1 The subject property, located in Planning District 2, has a Comprehensive Plan Land Use Designation of Community Business (CB) and Zoning classification of Community Business (CB) District.

4.2 The following are excerpts from Planning District 2 of the Comprehensive Plan as it pertains to the subject area:

***Land-Use Issues** – The primary land-use issues in District 2 occur on the edges. This district’s southern edge borders the Twin Lakes Redevelopment Area, currently a mix of industrial and vacant land. The Comprehensive Plan guides the Twin Lakes area for a mix of residential and nonresidential land uses. Attention should be given to establishing appropriate transition/buffer land uses between future land uses in the Twin Lakes area and the existing low-density residential uses in Planning District 2.*

Similar transition issues exist with the more intensive land uses along Snelling Avenue adjacent to Northwestern College and along Cleveland Avenue. Northwestern College has continued to grow in size, which creates pressures to expand its campus. In particular, there is a growing presence of student housing, some owned by the college, east of Snelling Avenue and south of County Road C2. The Comprehensive Plan seeks to balance maintaining the integrity of the existing neighborhoods with sustaining this more intense adjacent land use.

***Future Land Use** – The 2030 Land Use plan for District 2 focuses on maintaining existing land uses. Planned uses are consistent with current development.*

The Comprehensive Plan continues to guide land uses near the Northwestern College campus for appropriate land uses rather than expanding the designation of institutional land uses east of Snelling Avenue and south of County Road C2.

4.3 When the topic of Northwestern purchasing the Country Inn and Suites and converting it to student housing initially came up, staff had a number of concerns, including loss of tax base, potential use impacts, conversion of lodging rooms to dormitories, and southward expansion of campus. The City Planner also discussed whether student housing was a more appropriate term to be used, rather than dormitory, since the latter was more closely aligned with a type of *building* versus a housing use.

4.4 Over the past few months, the City Attorney, Planning Division staff, and University of Northwestern representatives have been discussing the appropriate remedy to support the purchase, conversion, and reuse of the Country Inn and Suites and have most recently determined that text amendments within the Zoning Code are the most appropriate approach.

4.5 Although the initial application submitted by Northwestern was for a Comprehensive Plan Land Use designation and Zoning classification amendments for the subject property, Planning Division staff and the City Attorney concluded that such changes were not in the City’s or Northwestern’s best interest. We believe that it is better to clarify the difference between a dormitory and student housing and address necessary mitigations or heightened standards to support student housing in the CB district.

5.0 PROPOSAL TEXT AMENDMENTS

5.1 The joint request for text amendments to the Zoning Ordinance by University of Northwestern and the Community Development Department include the following items:

- A definition change from “dormitory” to “student housing”;
- The permitting of “student housing” in select zoning districts within the Community, Regional Business-1 and 2 Districts;
- Standards or requirements pertaining to reuse of a building or new construction;
- And proposed changes to existing housing types in the Neighborhood Business and Community Mixed Use Districts.

5.2 Student Housing Definition Proposal

The Zoning Code defines a dormitory this way: **Dormitory:** *A building designed for or used as group living quarters for students of a high school, college, university, or seminary, organized and owned by a high school, college, university, or seminary.* After much discussion and debate, Planning staff and the City Attorney concluded that this definition describes a building rather than a type of use. Therefore amending the title to be broader, such as in “student housing” would be better suited for the definition and its relationship to a use – proposed amendments below.

~~**Dormitory**~~ **Student housing:** ~~*A building designed for or used as a*~~ **Group** *living quarters designed for students of an elementary, middle, junior, or high school, college, university, or seminary, organized and owned by such institution* ~~*a high school, college, university, or seminary.*~~

5.3 Similarly, if the definition of dormitory is amended to read “student housing” the definition of college or post-secondary school, campus must be amended as well. This definition currently reads: **College or post-secondary school, campus:** *An institution for postsecondary education, public or private, offering courses in general, technical, or religious education, which incorporates administrative and faculty offices, classrooms, laboratories, chapels, auditoriums, lecture halls, libraries, student and faculty centers, athletic facilities, dormitories, fraternities, sororities, and/or other related facilities in a campus environment. (Ord. 1427, 7-9-2012)*

College or post-secondary school, campus: *An institution for postsecondary education, public or private, offering courses in general, technical, or religious education, which incorporates administrative and faculty offices, classrooms, laboratories, chapels, auditoriums, lecture halls, libraries, student and faculty centers, athletic facilities, dormitories student housing, fraternities, sororities, and/or other related facilities in a campus environment.*

5.4 Permitting of Student Housing as use in CB, RB-1 and 2 Districts

Currently a dormitory is permitted in the Community Mixed Use District but not permitted in any other of the Commercial and Mixed-Use Districts. To gain a better understanding of the similarities, the Planning Division reviewed Table 1005-1 and concluded that lodging and residential uses supported in a few districts are very similar to student housing; after all, student housing is a form of residential use.

100 5.5 Although these uses are similar, there may be some impacts that need to be mitigated
101 with specific standards; density is one such item. A hotel can be developed on property
102 zoned CB, RB-1, RB-2, and CMU, and is restricted only by height and the development
103 standards provided in each district. Housing uses, however, appear to be misplaced
104 and/or not appropriately allowed, and limited by density. Specifically, less dense, more
105 neighborhood like, apartments could be supported on small business nodes versus on
106 more commercialized nodes where they may be out of place and the property geared for
107 something that generates greater taxes; currently the less dense residential uses are not
108 permitted in the NB District. On the other hand, an apartment with 8 or more units is a
109 conditional use in the NB district, but not allowed in any other commercial districts,
110 which seems odd since as one moves up the commercial designation scale traditionally
111 the impacts of the use become greater and their location is better suited for greater
112 density and traffic volumes and the Comprehensive Plan and the Zoning districts
113 themselves advocate mix of use.

114 5.6 The Planning Division concludes that there is a very slight difference between a hotel and
115 a market rate apartment complex; an occupant may stay longer and there is a defacto
116 ownership component in the apartment that typically does not get associated with a hotel.
117 In the end, however, both are a form of living quarters and tend to have similar traffic
118 volumes. Nursing home/assisted living also falls into this category, but such uses
119 typically have a care component that adds to the complexity of the use, generally
120 identifying the use as more commercial business type than true residential type.
121 Nevertheless, the impact of such uses may lie more with the potential transportation
122 issues than it does with the type of structure or whether the renters are students or market
123 rate professionals.

124 5.7 **Student Housing Standards**

125 The Planning Division has developed specific standards for student housing to address
126 potential impacts of reuse or newly constructed use; these would be contained Section
127 1010.12.E, Property Performance Standards, of the Zoning Ordinance under the Business
128 and Commercial Uses subsection.

129 5.8 The proposed standards would address reuse differently than new construction, since
130 reuse will occur in a building with an existing impact on a neighborhood, whereas new
131 construction would add a potential impact not yet realized by a neighborhood. The
132 standards would be as follows:

- 133 a. Student housing seeking to reuse an existing hotel, apartment building/complex, or
134 nursing care/assisted living facility shall be a permitted use.
- 135 b. Reuse sites that are currently adjacent to residentially zoned or used property shall be
136 reviewed by the Community Development Department for screening/fencing needs to
137 mitigate parking and/or drive lane impacts.
- 138 c. New construction of student housing shall be limited to a maximum height of 35 feet
139 and a minimum setback of 30 feet when adjacent to LDR-1 or LDR-2 district; a
140 maximum height of 45 feet and a minimum setback of 20 feet when adjacent to MDR
141 district; a maximum height of 65 feet and minimum setback of 15 feet when adjacent
142 High Density Residential-1 district; and a maximum height of 95 feet and minimum
143 setback of 15 feet when adjacent to High Density Residential-2 district.

- d. Buildings may be stepped with lower heights placed nearer lower density residential use/district and greater heights being placed near roadways.
- e. Minimum parking lot and/or garage setbacks for student housing uses in all allowed districts shall be 10 feet, which area shall consist of landscaping, an opaque screen fence, or a combination thereof.

5.9 Additional Residential Use Amendments

During the student housing review for University of Northwestern the Planning Division determined that a few changes to the Neighborhood Business (NB) District regarding housing should also accompany its portion of the proposed text amendments.

Specifically, the Planning Division views single family attached units as an appropriate housing type in the NB district as well as multi-family; 3-8 units. These are proposed as conditional so as to mitigate any issues or concerns that could occur when adjacent low density residential. The Division also felt that a mixed use project (multi-family upper floors) was not an appropriate use type in the NB district given the assumed density needed to support such a project; therefore are change is from permitted to not permitted.

Lastly, the Planning Division determined that an accessory dwelling unit, college or post-secondary school, campus, and school, elementary or secondary were inappropriate for the CMU and thus we are recommending them to be not permitted.

5.10 Use Table; brining it all together

In review of Table 1005-1, the Planning Division would suggest the following changes: black strikeout to be eliminated and red bold, underline, to be added.

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Commercial Uses						
Liquor store	C	P	P	P	P	
Lodging: hotel, motel	NP	P	P	P	P	
Mini-storage	NP	P	P	P	NP	
Residential – Family Living						
Dwelling, one-family attached (townhome, rowhouse)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (3-8 units per building)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (upper stories in mixed-use building)	P <u>NP</u>	P	NP <u>P</u>	NP <u>P</u>	P	
Dwelling, multi-family (8 or more units per building)	C	NP <u>P</u>	NP <u>P</u>	NP <u>P</u>	P	
Dwelling unit, accessory	NP	NP	NP	NP	C <u>NP</u>	Y
Live-work unit	C	NP	NP	NP	P	Y

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Residential – Group Living						
Community residential facility, state licensed, serving 7-16 persons	C	NP	NP	NP	C	Y
Dormitory Student housing	NP	NP P	NP P	NP P	C NP	Y
Nursing home, assisted living facility	C	C	C	C	C	Y
Civic and Institutional Uses						
College or post-secondary school, campus	NP	NP	P	P	P NP	Y
College or post-secondary school, office-based	P	P	P	P	P	Y
Community center, library, municipal building	NP	NP	P	P	P	
Place of assembly	P	P	P	P	P	Y
School, elementary or secondary	NP	NP	P	P	P NP	Y
Theater, performing arts center	NP	NP	P	P	P	Y
(Ord. 1427, 7-9-2012; Ord. 1445, 7-8-2013; Ord. 1446, 7-8-2013; Ord. 1447, 7-8-2013; Ord. 1451, 8-12-2013)						

6.0 STAFF RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 6 of this report, the Planning Division recommends approval of the proposed **TEXT AMENDMENTS** to Section 1001 Definitions, Table 1005-1, and Section 1011.12.E Property Performance Standards of the Zoning Ordinance.

7.0 PLANNING COMMISSION ACTION

At their meeting of May 5, 2014, the Planning Commission held the duly noticed public hearing regarding the text amendment request by University of Northwestern and the Community Development Department, where the Commissioners did have questions of staff the questions regarding the proposal. Specifically, they were interested in clarity on in the definition of “student housing” and whether it needed to be broadened to support boarding school; clarity on how setbacks would be applied for new construction; and a better understanding on why “college or post-secondary school, campus” in the CMU district was being changed from permitted to not permitted. The City and Senior Planner’s provided responses to commissioners regarding these items (see Attachment A).

The Planning Commission voted 5-0 to recommend approval of the proposed text amendments, with the Planning staff to review and possibly modify the definition of student housing.

185 **8.0 SUGGESTED CITY COUNCIL ACTION**

186 **Adopt an Ordinance** amending the text within Section 1001.10, Definitions, Table
187 1005-1, and Section 1011.12.E Additional Standards for Specific Uses in All Districts;
188 Business and Commercial Uses, to be consistent with Section 5 of this report (see
189 Attachment B, draft ordinance);

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

192 **9.0 POSSIBLE ALTERNATIVE ACTIONS**

193 **Pass a motion to table the item for future action.** Tabling beyond June 19, 2014 will
194 require extension of the 60-day action deadline established in Minn. Stat. §15.99.

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

Prepared by: City Planner Thomas Paschke
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Attachments: A: Draft May PC minutes B: Draft ordinance
C: Summary ordinance

**Extract of the Meeting Minutes of the Roseville Planning Commission,
May 5, 2014**

b. PLANNING FILE 14-006

Request by the University of Northwestern for a Text Amendment to the Zoning Ordinance to allow student housing as a permitted use in the Community Business District. The Roseville Community Development Department is also seeking a TEXT AMENDMENT to the definition of dormitory, changing the title to “student housing,” replacing dormitory in the definition of college or post-secondary school, campus with “student housing,” and permitting “student housing” in Regional Business and Community Mixed-Use Districts

Chair Gisselquist opened the Public Hearing for Planning File 14-006 at approximately 7:14 p.m.

City Planner Paschke reviewed the joint request by the University of Northwestern and the Roseville Planning Division for approval of a TEXT AMENDMENT to the Zoning Ordinance, specifically to Section 1001.10 (Definitions, Table 1005.1) and Section 1011.12.E to permit student housing in the select districts within Commercial and Mixed Use Districts to facilitate plans to purchase and convert the Country Inn and Suites into student housing.

Mr. Paschke reviewed the background of staff’s analysis, and rationale for the proposed request to support this use, as detailed in Section 4 of the staff report dated May 7, 2014; and differences in student housing/dormitories versus lodging rooms and potential use impacts for the expansion of the College campus. Further analysis was detailed in Section 5.0 of the staff report, specific to definitions of dormitory, student housing, and other applicable text amendments and permitted uses listed on Table 1005-1. Mr. Paschke also reviewed proposed changes to the “Standards” portion specific to student housing for re-use or newly-constructed use, as outlined in Sections 5.7 and 5.8.

In Section 5.2, Member Daire questioned if it was staff’s intent to eliminate “dormitories;” and if so, there was another section that still referenced “dormitories” versus “student housing.”

Mr. Paschke clarified that the first instance was the existing language, and the second instance was proposed language, immediately ahead of Section 5.3 of the report, similar to Section 5.1, specifically calling out “dormitories” and highlighted in red.

In Section 5.1, Member Murphy noted the proposed “student housing” language seemed to start at high school age; and questioned if language should also consider boarding schools for students under high school age for potential future use if someone put in a residential academy for re-use of an existing building (e.g. middle school). Member Murphy noted that the proposed language did not accommodate such a use; and questioned if there was rationale by staff in excluding student housing for younger than high school age.

Mr. Paschke expressed appreciation for Member Murphy’s point; and suggested it be included in proposed language, as staff had not given it any thought and had no position on excluding it. Mr. Paschke noted that staff would look at inserting language to address those situations, such as boarding schools, private elementary schools with campus housing for students, noting that there were many in the State of Minnesota as well as in other areas of the metro.

Member Murphy spoke in support of allowing those uses.

Member Boguszewski suggested revising language in Section 5.1 (second paragraph) to replace “High School” with “Boarding School” to accomplish that aim versus adding further verbiage to the language.

Member Murphy suggested that the Planning Commission not wordsmith the document tonight, but now that it had been brought to staff's attention, they could resolve that omission if there was no reason not to do so.

Mr. Paschke suggested that staff consult with the City Attorney for wordsmithing as appropriate and make the change as recommended by Member Murphy; with that clarification occurring before the request went before the City Council for action.

In Item 5.8.C and listed conditions, Member Murphy questioned how that would be interpreted if a subject property was surrounded by multiple zoning designations.

Mr. Paschke responded that setback requirements for the structure(s) would apply according to each use, or require a variance or other tool to accomplish that application; but clarified that not just one setback provision would apply if the property had varying zoning designations surrounding it.

At the request of Member Murphy, Mr. Paschke reviewed the instances when the City would work with other and/or adjacent jurisdictions when an entity, such as the University of Northwestern, was located in both Roseville and Arden Hills. Mr. Paschke advised that agreements would be put in place as applicable to address those joint efforts (e.g. parking garage and student center constructed in the past).

Since this campus was located in both communities, Member Daire asked staff if they had consulted with the City of Arden Hills regarding joint adoption of this kind of language in both City Codes.

Mr. Paschke responded negatively, since this is an off-campus site only located in the City of Roseville, and not on the campus proper that would impact the City of Arden Hills.

Since the impact of this new use would be the same or less than the current use, Member Keynan clarified that staff's review involved the re-use itself and determination that there would indeed be no additional impact from this proposed use.

Mr. Paschke concurred with Member Keynan's assumptions; advising that, if these revisions are approved for adoption, and the University of Northwestern completes their purchase of the existing building, the time frame would proceed for finalization of their plans to modify the building to convert it from a hotel design to a design consistent with student housing. Once those plans are submitted to staff by Northwestern's architects and engineers, they would go through the regular permit review by various staff and departments, and include a review of student numbers, occupancy restrictions, whether ample parking was available on site, and other necessary modifications required by City Code. Mr. Paschke noted that the permit process and review would be no different than any other building permit for re-use of a structure; but clarified that the review would not occur until those plans and a review of potential impacts from the conversion had been thoroughly vetted, based on current codes and ordinances in effect at the time of the review and specifically addressing the proposed use.

At the request of Member Daire, Mr. Paschke advised that he was not aware of any limitations on the proximity of educational facilities and/or properties to establishments serving liquor.

In Section 5.8.D, Member Murphy questioned if the intent for locating the roadway if LDR designation was on one side and another classification on another side, and how residences would be potentially impacted.

Mr. Paschke advised that access to a public street was more likely unless part of the interior development; with the intent to place taller buildings near streets, and consistent with code for lower portions to be placed adjacent to lower density areas to avoid negative height impacts. Mr. Paschke clarified that general design standards would apply and need to be incorporated into any plans, but how it may play out was difficult to determine at this time for various areas in the City depending on where those potential sites for student housing may occur in the future and adjacent uses to those side, even with a roadway between them.

However, Mr. Paschke reiterated that the intent was for the taller components to be adjacent to the street as they were typically busier than the rear or sides adjacent to LDR or single-family uses.

Discussion ensued between Member Murphy and Mr. Paschke as to how a new structure on this site may be located or stepped if surrounded by roads and various uses. From his perspective under current code and his interpretation if the structure was rebuilt on this site, Mr. Paschke opined that the building would be placed on the corner and stepped to the west and north, with parking centered around the interior or along Lincoln Drive. Mr. Paschke noted that this would push the taller component toward the busier intersection of Snelling Avenue and County Road C-2, and other component toward Lincoln Drive and/or single-family residential areas on the west and north sides closer to the Eagle Crest building.

Member Boguszewski pursued expressed his two concerns on Table 1005-1, but not pursuant to this particular issue at hand. Member Boguszewski advised that those concerns were related to the "Civic and Institutional Uses" portion of the table, (last line of Page 4 involving CMU designation) moving "college or post-secondary school, campus" use from "permitted" to "not permitted." Also, Member Boguszewski noted his other concern was with a similar proposed change (page 5 of 6 on the Table under the same CMU designation) for "school, elementary or secondary" moving from "permitted" to "not permitted." Member Boguszewski questioned staff's rationale for that recommended change, even though he was aware that such uses were permitted in CMU designated neighborhoods in St. Louis Park and other metropolitan communities. Member Boguszewski also questioned if the "not permitted" designation would exclude daycares, dancing or art studios, or training academies or schools as "not permitted" in CMU neighborhoods as well; and if so, why those were being singled out from "permitted" uses.

Under Roseville City Code, Mr. Paschke advised that these were intentional as they related to school and/or campuses, with those differences addressed in business-related designations. Mr. Paschke suggested that, from his perspective, a business school (e.g. Rasmussen College) would fall under a business designation; and a performing arts studio would fall under the performing arts designation, whether educational in nature or not, it would have some of those specifics for use. Mr. Paschke noted that City Code speaks to those, and unfortunately was unable to recall staff rationale overall in intentionally addressed those specific items, as the suggested modification was made at the staff level during discussions several months ago.

Member Boguszewski sought comment from Mr. Lloyd as to his recollection of those discussions; to which Mr. Lloyd responded that he couldn't be specific in addressing those proposed changes for elementary and/or secondary schools in CMU districts, other than as suggested by Chair Gisselquist, that it may be based on whether or not those uses would remove the property from the tax rolls if permitted institutional uses.

Mr. Paschke opined that the intent in changing campus uses to "not permitted" was based on not allowing that much land to be used for such a use in the City's only current CMU District, the Twin Lakes Redevelopment Area specifically. Since that area was intended for a redevelopment area, Mr. Paschke opined that the discussion held by Planning Staff and City Manager and former Community Development Director Patrick Trudgeon involved eliminating such a potential large use in that area, to reserve it for business redevelopment versus institutional use. Mr. Paschke noted that this was part of a broader language revision as further review of the code was being performed over a number of months since its adoption in 2010, and after those months of practical and realistic application.

Member Boguszewski asked that Mr. Paschke carry the question back to City Manager Trudgeon and report on that rationale for the Planning Commission at the next meeting. Member Boguszewski sought to understand the broader discussion and staff rationale in making the recommendation to he could better make his own determination.

Mr. Paschke duly noted that request; while maintaining that staff did not think either of those uses should be "permitted" in a CMU District.

If the intent of staff was to retain the Twin Lakes CMU District as a catalyst for growth and economic development, Chair Gisselquist opined that he could understand the rationale; however, he suggested other uses may need to be considered based on various scenarios.

Member Murphy stated that he wasn't sure if he shared that opinion, and in reviewing the table if the cell in Table 1005-1 remained blank, it may create a challenge for the City to address in the future. At this point, Member Murphy stated that he supported designating "not permitted" in CMU areas, as proposed by staff in their report.

Mr. Paschke advised that he would look into the background and report back to the Planning Commission at a future meeting.

Member Boguszewski expressed appreciation to staff; noting his desire to incorporate small schools into neighborhood designs, not necessarily a 14-acre school, but reiterated that those concerns would not impact his decision on this request tonight, but opined that it needed to be addressed in case a change was indicated in the future.

Chair Gisselquist opined that he could envision a small charter school or start up school in a CMU District.

From his personal perspective, Member Daire suggested that in staff's follow-through on Member Boguszewski's requested information, it would serve to get everyone on the same page versus challenging staff's wisdom in suggesting the proposed changes, to which Member Boguszewski concurred.

Chair Gisselquist noted that the meeting minutes and video tape would duly reflect the concerns expressed by the Planning Commission about this particular designation; and as noted previously by the City Council, they did follow the meeting discussion of the Commission that served to inform their discussions.

Applicant Representatives: Land Use Attorney Jay Lindgren with the law firm of Dorsey and Whitney, 50 S Sixth Street, Mpls., MN AND CFO and Director of Business Affairs with the University of Northwestern Doug Schroeder

Mr. Lindgren advised that he was present tonight to support the application and staff recommendations. Mr. Lindgren advised that their objective was to finalize the purchase and conversion of the hotel into student housing. Mr. Lindgren expressed appreciation to staff for their productive discussions over the last few months in processing this issue.

Mr. Lindgren noted that, it was staff's determination that the neither the comprehensive plan nor zoning code for this particular parcel in Roseville provided a good designation to utilize the existing college designation in a CMU District. Therefore, Mr. Lindgren noted that several options were considered: amendment to the comprehensive plan and zoning code, or re-designation of the zoning to Regional Business to allow college use and related facilities in that area. Mr. Lindgren advised that it was Mr. Paschke and Planning staff that came up with the idea that they wanted in particular to deal with what a "dormitory" was and assure the building was put to its true use, with the eventual proposal for "student housing" designation as a permitted use.

Mr. Lindgren advised that the applicant was supportive of staff's recommendation and had resubmitted their application accordingly. Mr. Lindgren respectfully asked for approval by the Planning Commission, thus moving the process to the City Council at their June 9, 2014 meeting; allowing completion of the application and permitting process to have student housing available for the next school year.

Chair Gisselquist asked the applicant if this expansion was due to increased enrollment or because it was hard for students to find nearby housing.

Mr. Schroeder responded that, during his 14-year tenure with the college and continued growth, there had been an inconsistency between housing and academic space, never truly aligned. Mr. Schroeder advised that this would accomplish that alignment. Mr. Schroeder advised that as a residential college, one of their strategic goals had been to keep residential housing at approximately 67%, with the remaining students in the “commuter” category; but that currently those numbers had dipped to below 60% available for residential housing.

Mr. Schroeder noted that the college had gone through this process once before, collaborating with the City of Arden Hills, when the college entered into a three-year lease for the former Holiday Inn on County Road E, retrofitting it into student housing. However, Mr. Schroeder advised that the facility was found to be too large in accommodating 360 – 370 beds, and too remote to the campus; as well as being affected by the economic challenges during that time period. Now that the economy and enrollment has stabilized, Mr. Schroeder advised that they were also finding that families wanted students to have campus living experiences for a sense of community, personal safety, and the cost of gas prices for commuting students. Therefore, when this opportunity came along, Mr. Schroeder stated that this property could be turned into a successful housing facility immediately adjacent to the campus. With the University’s long-standing relationship with Presbyterian Homes, Mr. Schroeder advised that the plan was explored, and came together at a price point that was favorable to the relationship; they had approached City staff to see if it could be accommodated in the zoning code.

Member Daire asked if the current “Pippins Restaurant” was part of the acquisition.

Mr. Schroeder advised that Pippins had a lease agreement with Eagle Crest/Presbyterian Homes, owner of the hotel, and that legal, binding contract put Pippins in control of that decision as long as the property remained a hotel. If that use no longer existed, Mr. Schroeder advised that the lease contract provided the right for Pippins 30 days to make a decision to stay or vacate the lease arrangement. At this time, Mr. Schroeder advised that the owner of Pippins had indicated that they intended to stay, and that the University would honor that and continue their lease as an inside facility not owned or operated by Northwestern.

Mr. Lindgren opined that the Pippins ownership seemed somewhat excited by the prospects of this as well.

Member Daire asked if the remote housing location from the campus may be a consideration of increasing the restaurant business, and whether or not that had been a consideration.

Mr. Schroeder advised that they had tried that business model in Arden Hills, and while the perception is that it will work, they had found it not feasible for a “grab and go” or luncheon type of facility. Mr. Schroeder affirmed that it was a nice “hang out” place for students, but from an economic standpoint, there wasn’t enough revenue generated to pay staff and cover food costs.

Therefore, Mr. Schroeder advised that Northwestern didn’t see their involvement short- or long-term in a restaurant; and if Pippins decides not to remain on site, Northwestern would most likely consider another independent restaurant option (e.g. Pizza Ranch). Mr. Schroeder stated that most students ate their significant meal mid-day; and the student housing would accommodate their ability to make breakfasts or evening snacks in their units; but big meals would continue in the middle of the campus for the most successful social community and economic reasons.

Chair Gisselquist closed Public Hearing at approximately 7:50 p.m.; with no one appearing for or against.

Member Boguszewski opined that changing the use from “dormitory” to “student housing” seemed to align with the type of use; and that to him it seemed a wise decision, and he would support it, as well as the remainder of the request. Since other aspects of the University of Northwestern’s plans were presented to the Commission several months ago, and approved, Member Boguszewski continued his support for that

previous vote, opining that there was no reason to stand in their way if the City Attorney and Planning Department had determined that this method was the best way to achieve it through a text amendment. Member Boguszewski stated that he was confident in their rationale and opinion; and spoke in support of the request.

Member Keynan spoke in support of the request as well, and for the proposed route taken; opining that it was good thinking and a good plan overall.

Chair Gisselquist echoed the comments of Member Boguszewski, expressing his support in defining “student housing” as a use versus “dormitory” in the code language. Chair Gisselquist opined that he would support this as it created an opportunity for the college in meeting their needs; and he had no issues with the request.

MOTION

Member Keynan moved, seconded by Member Daire to recommend to the City Council APPROVAL of the TEXT AMENDMENTS to Section 1001 Definitions, Table 1005-1, and Section 1011.12E Property Performance Standards of the Zoning Ordinance; based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated May 7, 2014.

With concurrence by Mr. Paschke, Member Murphy spoke in support of the motion as stated; noting that further consideration of revising boarding school language as discussed relative to Section 5.1 of the staff report could be revised in the future following staff’s research. If appropriate, Mr. Paschke noted that further language revisions, if consistent with tonight’s Planning Commission discussion, could be added to staff’s recommendations before this request was heard by the City Council; and the chart changed accordingly and if still appropriate, and at the discretion of the Commission.

By consensus, the Commission agreed to this process as described by Mr. Paschke, asking that the Planning Commission be copied with the report resulting from that research and the revised recommendations to the City Council.

Mr. Paschke duly noted that request.

Ayes: 5

Nays: 0

Motion carried.

City of Roseville

ORDINANCE NO. _____

AN ORDINANCE AMENDING SELECTED TEXT OF TITLE 10 ZONING ORDINANCE
OF THE ROSEVILLE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to modify/clarify specific requirements within Table 1004-5 pertaining to the Medium Density Residential Districts.

SECTION 2. Section 1001, Definitions is hereby amended as follows:

~~**Dormitory**~~ **Student housing**: ~~A building designed for or used as a~~ **Group** living quarters **designed** for students of an **elementary, middle, junior, or** high school, college, university, or seminary, organized and owned by **such institution** ~~a high school, college, university, or seminary.~~

SECTION 3. Section 1001, Definitions is hereby amended as follows:

College or post-secondary school, campus: An institution for postsecondary education, public or private, offering courses in general, technical, or religious education, which incorporates administrative and faculty offices, classrooms, laboratories, chapels, auditoriums, lecture halls, libraries, student and faculty centers, athletic facilities, ~~dormitories~~ **student housing**, fraternities, sororities, and/or other related facilities in a campus environment.

SECTION 2. Table 1005-1 is hereby amended as follows:

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Commercial Uses						
Liquor store	C	P	P	P	P	
Lodging: hotel, motel	NP	P	P	P	P	
Mini-storage	NP	P	P	P	NP	
Residential – Family Living						
Dwelling, one-family attached (townhome, rowhouse)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (3-8 units per building)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (upper stories in mixed-use building)	P <u>NP</u>	P	NP <u>P</u>	NP <u>P</u>	P	
Dwelling, multi-family (8 or more units per building)	C	NP <u>P</u>	NP <u>P</u>	NP <u>P</u>	P	

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Dwelling unit, accessory	NP	NP	NP	NP	C NP	Y
Live-work unit	C	NP	NP	NP	P	Y
Residential – Group Living						
Community residential facility, state licensed, serving 7-16 persons	C	NP	NP	NP	C	Y
Dormitory Student housing	NP	NP P	NP P	NP P	C NP	Y
Nursing home, assisted living facility	C	C	C	C	C	Y
Civic and Institutional Uses						
College or post-secondary school, campus	NP	NP	P	P	P NP	Y
College or post-secondary school, office-based	P	P	P	P	P	Y
Community center, library, municipal building	NP	NP	P	P	P	
Place of assembly	P	P	P	P	P	Y
School, elementary or secondary	NP	NP	P	P	P NP	Y
Theater, performing arts center	NP	NP	P	P	P	Y
(Ord. 1427, 7-9-2012; Ord. 1445, 7-8-2013; Ord. 1446, 7-8-2013; Ord. 1447, 7-8-2013; Ord. 1451, 8-12-2013)						

SECTION 4. Section 1011.12.E is hereby amended as follows:

11. Student housing, existing building:

- a. Student housing seeking to reuse an existing hotel, apartment building/complex, or nursing care/assisted living facility shall be a permitted use.**
- b. Reuse sites that are currently adjacent to residentially zoned or used property shall be reviewed by the Community Development Department for screening/fencing needs to mitigate parking and/or drive lane impacts.**

12. Student housing, new construction:

- a. New construction of student housing shall be limited to a maximum height of 35 feet and a minimum setback of 30 feet when adjacent to LDR-1 or LDR-2 district; a maximum height of 45 feet and a minimum setback of 20 feet when adjacent to MDR district; a maximum height of 65 feet and minimum setback of 15 feet when adjacent High Density Residential-1 district; and a maximum height of 95 feet and minimum setback of 15 feet when adjacent to High Density Residential-2 district.**

- b. Buildings may be stepped with lower heights placed nearer lower density residential use/district and greater heights being placed near roadways.
- c. Minimum parking lot and/or garage setbacks for student housing uses in all allowed districts shall be 10 feet, which area shall consist of landscaping, an opaque screen fence, or a combination thereof.

SECTION 5. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 9th day of June, 2014

City of Roseville

ORDINANCE SUMMARY NO. ____

**AN ORDINANCE AMENDING SECTION 1001, DEFINITIONS AND TABLE 1005-1 OF TITLE 10,
ZONING ORDINANCE OF THE ROSEVILLE CITY CODE**

The following is the official summary of Ordinance No. ____ approved by the City Council of Roseville on June 9, 2014:

The Roseville City Code, Title 10, Zoning Ordinance, specifically Section 1001, Definitions and Table 1005-1, has been amended to clarify and support student housing.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the Internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: _____
Patrick Trudgeon, City Manager

REQUEST FOR COUNCIL ACTION

Date: June 9, 2104
Item No.: 13.b

Department Approval

City Manager Approval



Item Description: Consider Entering into a Payment in Lieu of Taxes (PILOT) Agreement and Charitable Pledge Agreement with the University of Northwestern-St. Paul.

BACKGROUND

City staff and representatives of University of Northwestern-St. Paul (Northwestern) have been meeting over the past year to discuss the possibility of entering into agreement about payment to the City for services rendered to tax-exempt property owned by Northwestern. The idea of a PILOT was initially included as part of the Northwestern PUD Agreement approved in 2007. The Section 10.10 of the PUD Agreement stated

The COLLEGE and CITY shall examine the conditions of this PUD agreement and jointly determine whether a separate agreement should be entered into regarding Payments in Lieu of Taxes for user services the COLLEGE receives due to its growth. Any resulting agreement shall be entered into prior to the issuance of a building permit for future buildings or structures associated with this PUD.

There was conversation between the City and Northwestern in the subsequent years, but no consensus about a PILOT agreement was reached. With the pending acquisition of the Country Inn and Suites by Northwestern, staff and Northwestern officials have been meeting to work on a PILOT agreement for not just the hotel property, but other property owned by Northwestern.

In addition, since the hotel property is located in TIF #13 removing the property from the tax rolls has an impact to the amount of TIF funds generated. In recognition of that fact, staff and Northwestern sat down and drafted a Charitable Pledge Agreement where Northwestern would agree to make an annual contribution to the City for economic development purposes.

It should be noted that both the PILOT agreement and the Chartable Pledge Agreement are voluntary on the part of Northwestern. As a City we cannot force or condition Northwestern to enter into the agreements. The documents presented to the City Council are based on the willingness of Northwestern to enter into the agreements. The details of the agreement have been discussed and negotiated between City staff and Northwestern as a reasonable approach to address the issue of Northwestern's tax exempt property within the City of Roseville.

The two draft agreements are summarized below:

Payment in Lieu of Taxes Agreement (PILOT)

This agreement recognizes that the City provides certain services to Northwestern on property that is tax exempt. In an effort to partially reimburse the City for those costs Northwestern will pay an amount that will cover the costs of providing police, fire, and street maintenance services to their property that is not located on the main campus north of Lydia Ave. The "off-campus"

properties are identified as part of the agreement and includes instructional facilities, administrative offices, and student housing.

The term of the PILOT agreement is for 10 years. Under this agreement, Northwestern will pay \$18,000 for the City services to these properties starting in 2015. The amount paid will be adjusted each year and will end with a final payment of \$19,686 in 2024. If Northwestern sells any property during the period covered by this agreement, the PILOT will be reduced in an amount that is equal to the City's increase in real property tax receipts from the property returning to the tax rolls. However, in no case shall the amount of the PILOT payment be reduced below \$9,000 annually. Conversely, if Northwestern purchases property and makes it tax exempt, the annual PILOT will be adjusted upward by mutual agreement by both parties.

Charitable Pledge Agreement

This agreement recognizes that the purchase of the Country Inn and Suites building by Northwestern for student housing will remove that property from the tax rolls in an existing TIF district and therefore the district will generate less TIF revenue for which the City can use for economic development purposes. Based on this understanding, Northwestern agrees to make an annual contribution of \$18,500 for a period of ten years expiring in 2024 to the City to be used for economic development purposes.

Under this agreement, economic development activities would include, but not be limited to business retention and recruitment, marketing of the City to prospective businesses, special studies for development and redevelopment activities, and for costs related to economic development interns. As part of this agreement, the City would also agree to consider using Northwestern students as economic development interns or provide assistance in class projects.

POLICY OBJECTIVE

Entering into a PILOT Agreement is consistent with the 2007 PUD Agreement between Northwestern and the City. Entering into the Charitable Pledge Agreement will allow for more resources to be put into economic development and redevelopment, a strategic priority for the City and the Roseville Housing and Redevelopment Authority.

BUDGET IMPLICATIONS

Under the two agreements, the City will receive approximately \$37,000 annually, or \$370,000 through the life of both agreements. The PILOT will return \$18,000 to \$19,686 annually to the City over the next 10 years. The Charitable Pledge Agreement will provide \$18,500 annually for 10 years to the Community Development Fund annually for economic development purposes.

STAFF RECOMMENDATION

Staff recommends approval of the PILOT Agreement and the Charitable Pledge Agreement with the University of Northwestern – St. Paul.

REQUESTED COUNCIL ACTION

Motion to authorize the Mayor and City Manager to enter into a Payment in Lieu of Taxes (PILOT) Agreement and Charitable Pledge Agreement with the University of Northwestern-St. Paul.

-or-

73 Motion to not authorize the Mayor and City Manager to enter into a Payment in Lieu of Taxes
74 (PILOT) Agreement and Charitable Pledge Agreement with the University of Northwestern-St.
75 Paul.

76 -or-

77 Motion to table consideration of the Payment in Lieu of Taxes (PILOT) Agreement and
78 Charitable Pledge Agreement with the University of Northwestern-St. Paul.

79

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

Attachments: A: Draft PILOT Agreement
B: Draft Charitable Pledge Agreement

PAYMENT IN LIEU OF TAXES AGREEMENT

This Agreement is entered into this ____ day of June, 2014, by and between University of Northwestern–St. Paul., a Minnesota non-profit corporation (“Northwestern”), and the City of Roseville, Minnesota, a Minnesota statutory city (the “City”).

WHEREAS, Northwestern is a university with various properties located within the City as generally depicted in Exhibit A hereto (the “Facilities”);

WHEREAS, Northwestern is organized and is operated solely for educational, religious and charitable purposes;

WHEREAS, the Facilities are, or will be, exempt from real property taxes under Article 10, Section 1, of the Minnesota Constitution and Minnesota Statutes Section 272.02;

WHEREAS, the City will provide police, fire and other services to the Facilities and construct and maintain streets, sidewalks and other improvements benefitting the Facilities; and

WHEREAS, Northwestern, in recognition of the services provided by the City to Northwestern, agrees to make certain payments in lieu of taxes.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Northwestern agrees that it shall pay to the City annual payments in lieu of taxes (“PILOT”) in the amounts described in this Section.

2015	\$18,000
2016	\$18,180
2017	\$18,362
2018	\$18,545
2019	\$18,731
2020	\$18,918
2021	\$19,107
2022	\$19,298
2023	\$19,491
2024	\$19,686

2. Northwestern agrees to make annual payments to the City of the amounts shown in Section 1 in two equal installments on or before May 15 and October 15 each year of 2015 through 2024.

3. This Agreement shall terminate on October 15, 2024 or upon receipt by the City of all payments specified in Section 1, whichever is earlier. Prior to termination, the City and Northwestern agree to negotiate in good faith whether this agreement shall be amended to provide for additional PILOT payments. In addition, the City and Northwestern agree that if

Northwestern sells or otherwise transfers any of the Facilities prior to termination, the City will reduce the PILOT in an amount equal to the City's actual increase in real property tax receipts from that portion of the Facilities which becomes subject to real property taxation, but in no event during the term of this Agreement will the PILOT be reduced below Nine Thousand Dollars (\$9,000.00) annually. If additional tax-exempt Facilities (beyond those depicted in Exhibit A) are added by Northwestern during the term of this Agreement, the annual PILOT shown in Section 1 will be adjusted by mutual agreement of the parties to this Agreement.

5. This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota.

6. All notices, reports or other communications relating to this Agreement shall be sent to the parties at the following addresses, unless otherwise provided by one party to the other party in writing:

To Northwestern: Douglas R. Schroeder, Chief Financial Officer
University of Northwestern – St. Paul
3003 Snelling Avenue North
St. Paul, MN 55113-1598

Copy: Jay R. Lindgren
Dorsey & Whitney LLP
50 South Sixth Street, Suite 1500
Minneapolis, MN 55402-1498

To the City: City of Roseville
Attn: City Manager
2660 Civic Center Drive
Roseville, MN 55113

7. This Agreement may be amended in writing at any time, and from time to time, by the mutual consent of the parties hereto.

8. Notwithstanding any provision of this Agreement to the contrary, any payment by Northwestern not made within the time specified herein shall not bear interest, penalty or any similar charge.

9. This Agreement may be executed in one of any number of counterparts, each of which will be deemed an original and all of which, taken together, will constitute one and the same instrument, binding on all of the parties hereto, notwithstanding that all of the parties may not be signatory to the original of the same counterpart.

[This space left intentionally blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the
day and year first written above.

UNIVERSITY OF NORTHWESTERN
-ST. PAUL

By _____

Its _____

[This space left intentionally blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first written above.

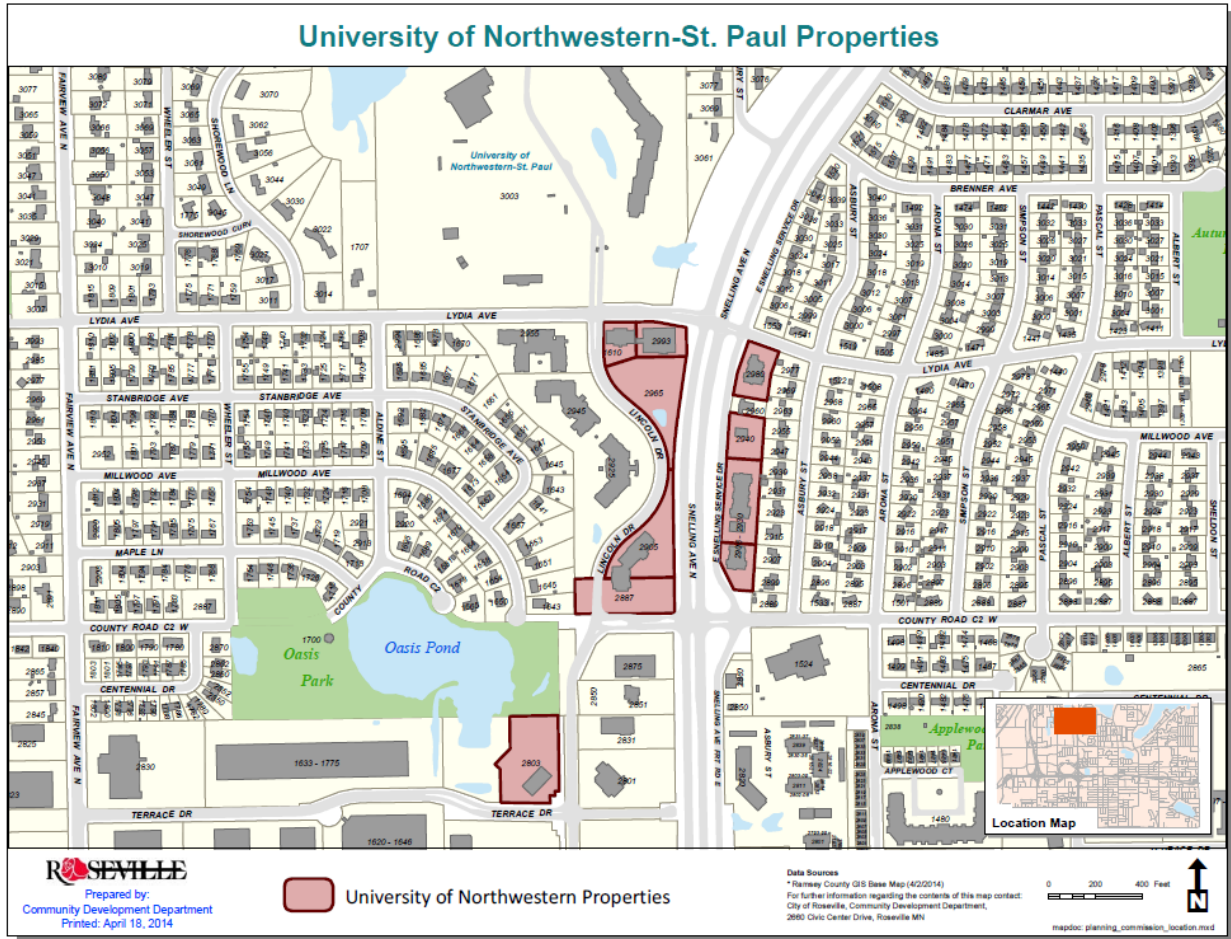
CITY OF ROSEVILLE

By _____
Mayor

And _____
City Manager

EXHIBIT A

FACILITIES DEPICTION



CHARITABLE PLEDGE AGREEMENT

This Agreement (“Agreement”) is made on this ____ day of _____, 2014, by and between the University of Northwestern—St. Paul, a Minnesota non-profit corporation (“Donor”) and the City of Roseville, Minnesota, a Minnesota statutory city (the “City”).

WHEREAS, Donor is a university with various properties located within the City (the “Facilities”);

WHEREAS, the Facilities are, or will be, exempt from real property taxes under Article 10, Section 1, of the Minnesota Constitution and Minnesota Statutes Section 272.02; and

WHEREAS, Donor wishes to assure support for economic development activities within the City which lead to an enhanced tax base for the City.

NOW, THEREFORE, the parties hereto agree as follows:

1. The Donor herewith pledges to give One Hundred Eighty-Five Thousand Dollars (\$185,000.00) (“Pledge”) to the City to be delivered over ten years in installments as follows:

2015	\$18,500
2016	\$18,500
2017	\$18,500
2018	\$18,500
2019	\$18,500
2020	\$18,500
2021	\$18,500
2022	\$18,500
2023	\$18,500
2024	\$18,500

2. Donor agrees to make the Pledge payments to the City of the Amounts shown in Section 1 in two equal installments of Nine Thousand Two Hundred Fifty Dollars (\$9,250.00) on or before May 15 and October 15 each year of 2015 through 2024.

3. Donor’s Pledge shall be used to fund economic development activities by the City of Roseville. Economic development activities shall be broadly defined as tasks such as business retention and recruitment, marketing of the city to prospective businesses, special studies and reports for redevelopment and economic development activities, and the paying of salaries of interns to assist in economic development activities. In consideration of Donor’s Pledge, the City agrees to make good faith efforts to involve the Donor’s students in economic development for the City through the use of interns and class projects.

4. Regarding any Pledge provided under this Agreement, the Donor and City shall have the right to approve any publicity relating thereto.

27 5. City shall be responsible for the retention, investment and disbursement of any
28 and all funds received by it from Donor pursuant to Donor's Pledge.

29 6. City agrees to provide Donor with all appropriate information reasonably
30 necessary for Donor to substantiate the donation relating to Donor's Pledge for accounting,
31 auditing or other purposes reasonably requested by Donor.

32 7. This Agreement shall be binding and conclusive upon the Donor and its
33 successors and assigns and upon City and its successors and assigns.

34 8. All notices, reports or other communications relating to this Agreement shall be
35 sent to the parties at the following addresses, unless otherwise provided by one party to the other
36 party in writing:

37 To Northwestern: Douglas R. Schroeder, Chief Financial Officer
38 University of Northwestern – St. Paul
39 3003 Snelling Avenue North
40 St. Paul, MN 55113-1598

41 Copy: Jay R. Lindgren
42 Dorsey & Whitney LLP
43 50 South Sixth Street, Suite 1500
44 Minneapolis, MN 55402-1498

45 To the City: City of Roseville
46 Attn: City Manager
47 2660 Civic Center Drive
48 Roseville, MN 55113

49 9. The language in all parts of the Agreement shall be in all cases construed simply
50 according to its fair meaning and not strictly for or against any of the parties.

51 10. The terms and provisions of this Agreement shall be construed in accordance with
52 Minnesota law.

53 11. This Agreement may be amended in writing at any time, and from time to time,
54 by the mutual consent of the parties hereto.

55 12. Notwithstanding any provision of this Agreement to the contrary, any payment by
56 Donor not made within the time specified herein shall not bear interest, penalty or any similar
57 charge.

58 13. This Agreement may be executed in one of any number of counterparts, each of
59 which will be deemed an original and all of which, taken together, will constitute one and the
60 same instrument, binding on all of the parties hereto, notwithstanding that all of the parties may
61 not be signatory to the original of the same counterpart.

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63

[This space left intentionally blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first written above.

UNIVERSITY OF NORTHWESTERN
-ST. PAUL

By _____

Its _____

[This space left intentionally blank. Signature pages follow.]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first written above.

CITY OF ROSEVILLE

By _____
Mayor

And _____
City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06-09-14

Item No.: 13 . c

Department Approval *V. Paul Butcher*

James J. Ferguson
City Manager Approval

Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 311 County Road B.**

BACKGROUND

The subject property is a large residential property with one single-family home and a few accessory buildings on the site. It is pending sale to a developer.

The current owner is listed as Mr. Michael D. Boudin, Trustee.

Current violations include:

- A large recreational trailer parked in a front yard area (for over the allowed 72 hours) and being used as a dwelling unit:
 - A violation of City Code Section 407.03.Q Storing of Trailers in Front Yards, and, Zoning Ordinance Section 1004.07 Table of Allowed Uses.
- Outside storage of junk, debris and dead brush, all in public view:
 - A violation of City Code Sections 407.03H Junk, and, 407.02.D Debris.

A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

An abatement action would include:

- Removal and disposal of junk, debris and piles of dead brush from the property.
 - A cost of approximately \$2,500.00.
- Remove from the property, through impounding, the large recreational trailer.
 - Administrative fee: \$125.00

Total: Approximately – \$2,625.00

32 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
33 \$100,000 for abatement activities. The property owner would then be billed for actual and
34 administrative costs. If charges were not paid, staff would recover costs as specified in Section
35 407.07B. Costs will be reported to Council following the abatement.

36 **STAFF RECOMMENDATION**

37 Staff recommends that the Council direct Community Development staff to abate the public nuisance
38 violations at 311 County Road B by hiring a contractor to remove and dispose of all junk, debris and
39 piles of dead brush, and, have the large recreational trailer impounded and removed from the property.

40 **REQUESTED COUNCIL ACTION**

41 Direct Community Development staff to abate the public nuisance violations at 311 County Road B by
42 hiring a contractor to remove and dispose of all junk, debris and piles of dead brush, and, have the large
43 recreational trailer impounded and removed from the property.

44 The property owner is then to be billed for actual and administrative costs. If charges are not paid, staff
45 is to recover costs as specified in Section 407.07B.

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Prepared by: Don Munson, Codes Coordinator

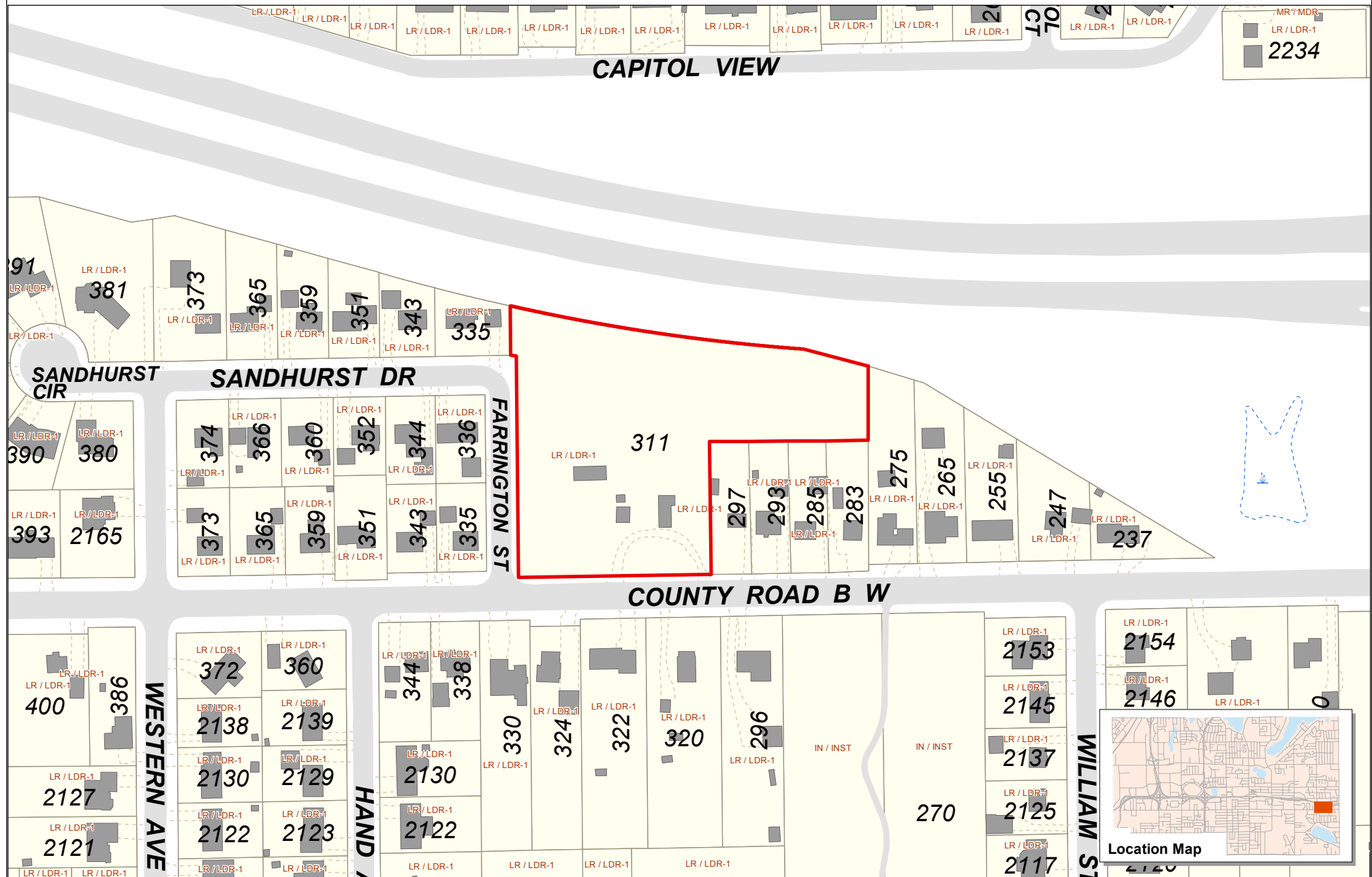
Attachments: A: Map of 311 Cty Rd B
B: Photo

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311 County Road B



Prepared by:
Community Development Department
Printed: May 23, 2014

Site Location

LR / LDR-1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (4/30/2014)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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

0 100 200 Feet



mapdoc: planning_commission_location.mxd



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 9, 2014
Item No.: 13.d

Department Approval



City Manager Approval



Item Description: **PRESUMPTIVE PENALTY APPROVAL —SMASHBURGER
RESTAURANT ALCOHOL COMPLIANCE FAILURE**

Background

On or about March 31st, 2014, all businesses with a city liquor license were mailed a packet from the Roseville Police Department announcing two city wide alcohol compliance checks to be conducted before the end of the calendar year. On the front of the packet envelope stamped in 3/8" letters were the words "ALCOHOL COMPLIANCE!" The 3/8" stamped words were intentionally placed on the front of the envelope to ensure the mailing would be directed to the business owner/manager/alcohol compliance employee. The envelope packet included notice of recent changes to Roseville City Ordinances regarding mandatory liquor licensee training programs and penalties for noncompliance. Also in the letter was a complete copy of the City of Roseville Manager and Server Training Program and the name and telephone number of a police contact should a business have any questions/concerns relating to alcohol compliance.

Compliance Failure

On Thursday, May 1, 2014, at 4:40 p.m., a plain clothes Roseville Police Officer, along with a 19-year old underage buyer, entered the Smashburger Restaurant, 2100 North Snelling Avenue, Roseville Minnesota, to conduct an alcohol compliance check. The underage buyer and the plain clothes police officer approached the restaurant's service counter. A server approached and asked the underage compliance checker for her order. The underage compliance checker asked for a bottle of Summit EPA Ale. The server asked the underage compliance checker for her identification. The compliance checker provided the server her Minnesota photo drivers license which displays her date of birth as 10-24-1994. The server looked at the compliance checker's license and then provided the underage compliance checker with an open bottle of Summit EPA Ale. The server asked the compliance checker for \$3.28 for the ale which the checker provided. The officer identified himself as police officer and asked the server why she served alcohol to an underage person? The server stated she was confused with the dates on the identification. The server was administratively cited for the violation and released.

On Friday, May 23, 2014, an attorney representing Smashburger Restaurant advised the department none of the restaurant's employees had completed manager/server alcohol training.

This is the Smashburger Restaurant's second liquor compliance failure/violation within the last thirty six (36) months. Smashburger's first compliance violation occurred on September 13, 2011. At the November 14, 2011 council meeting, council ordered a 1-day liquor license suspension and a \$1,000.00 fine.

Staff Recommendation

Issue and administer the presumptive penalty pursuant to City Code Section 302.15, for on-sale license holders for the second violation within thirty-six (36) months. The mandatory minimum penalty shall be a two thousand dollar (\$2,000.00) fine and a five (5) day suspension.

Discuss violation of City Code Section 308.08C, Manager and Server Training. Failure to comply with this provision in its entirety is sufficient grounds for denial or non-renewal of a requested license in 2014.

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Prepared by: Lt. Lorne Rosand

A: Police Report CN/14011435
B: Letter announcing compliance checks and enclosures
C: Letter announcing Council Meeting



ROSEVILLE POLICE DEPARTMENT

INCIDENT REPORT

ICR# 14011435	AGENCY ORI# MN0620800	JUVENILE:
INCIDENT	Reported: 05-01-2014 1600 Committed Start: 1545 Committed End: Title: Alcohol Compliance Failure How Received: None Selected Summary: May 1, 2014 city wide alcohol compliance check. Smashburger employee sold alcohol to agency's 19-year old compliance checker. See supplement for additional details. Location(s) SMASHBURGER Address: 2100 SNELLING AV N City: Roseville State: MN Zip: 55113 Country: USA	
OFFICERS	Officer Assigned: Adams, Joe Badge No: 200 Primary: Yes Officer Assigned: Rosand, Lorne (Administrative Action) Badge No: 3 Primary: No Officer Assigned: Dattilo, Grant Badge No: 196 Primary: No	
MOC	MOC: M4102 Literal: LIQUOR - SELLING Statute: 340A-401 UCR: 22	
NAMES	Involved: Other Name: Peres, Elizabeth Cardoza DOB: 01-13-1992 Age: 22 Sex: Race: Height: 0 Weight: 0 Address: 2100 Snelling Avenue City: Roseville State: MN Zip: 55113 Country: Phone: (Home) (651)251-0220 Hair Color: Involved: RPFI Name: Pierson, Sharae Michelle DOB: 08-19-1992 Age: 21 Sex: F Race: B Height: 503 Weight: 115 Address: 733 Central Avenue W City: St. Paul State: MN Zip: 55104 Country: USA Phone: (Home) (763)300-2980 Eye Color: BRO Involved: Mentioned Name: Becker, Kate DOB: -- Age: Sex: F Race: Height: 0 Weight: 0 Address: 80 South 8th Street 900 City: Minneapolis State: MN Zip: 55402 Country: USA Phone: (Cell) (651)357-7899 Email: (Work)kbecker@becker-law.net	
OFFENSES	Offense: Suspect sold alcohol to a 19-year old police compliance checker. Case to city attorney for charging consideration. (340A.702(8)) Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr	
CHARGES	#: 1 Level: Gross Misdemeanor Status: COURT/PENDING Statute: 340A.702(8). Description: Sell Alcohol to Minor Offender Last Name: Pierson First: Sharae Middle: Michelle DOB: 08-19-1992	

Supplemental Report

ICR: 14011435

Last Modified: 05-15-2014 1042

Title: Fail

Created By: Grant Dattilo

On 05/01/14 I and the underage checker, XXXXX (herein after referred to as FP) entered Smashburger located at 2100 Snelling Avenue. .

The FP and I approached the service counter where they were met by employee, Sharae Michelle Pierson DOB 08/19/1992 . The FP then asked for a Bottle of Summit EPA and nothing else. Pierson then asked for the FP's identification which the FP provided to her. After looking at the identification Pierson provided the FP with an opened bottle of Summit EPA.

Pierson told FP that she owed \$3.28. The FP gave her a \$10.00 bill, and received the proper change. A copy of the receipt was scanned to the report.

I identified myself as a police officer and made contact with the server, Pierson. Pierson was informed of the violation and she advised me that she was confused with the dates on the identification.

I spoke with Peres (Manager) about the situation. She told me that she understood what I had explained, and that she would follow up with the police department in the next week. I gave her a business card for Lt. Rosand.

Pierson was issued administrative citation #11364 for selling to an underage party.

See attached for additional information.

Supplemental Report

ICR: 14011435

Last Modified: 05-21-2014 0852

Title: Attorney Information

Created By: Lorne Rosand

On Tuesday, May 20, 2014, I received a telephone call from a woman who identified herself as Kate Becker (mentioned).

Becker said she is the attorney representing Smashburger Restaurant specific to the May 1, 2014 alcohol compliance failure. Attorney Becker asked all future correspondence specific to the compliance failure go through her office.

Report for informational purposes.

Supplemental Report

ICR: 14011435

Last Modified: 05-23-2014 1208

Title: Sharae Pierson - Formal Charging Supplement

Created By: Lorne Rosand

On Wednesday, May 21, 2014, I issued citation number 620800100146 to Sharae Pierson (cited) for violating Minnesota State Statute 340A.503 Subd 2(1) - serving alcohol to a person under the age of 21-years, a misdemeanor offense.

It was on Thursday, May 1, 2014 at 1640 hours, Pierson was employed as a cashier/server at Smashburger restaurant when she sold alcohol to a 19-year old police compliance checker. On the day of the violation, Officer Dattilo issued Pierson an administrative citation (#11364) for the offense.

When the administrative citation (\$250.00) wasn't paid, I attempted to contact Pierson but learned the telephone number she had provided Officer Dattilo was not her telephone number.

After waiting 3-weeks for the payment of this administrative fine, I issued Pierson the attached criminal citation and mailed it along with a cover letter to Pierson's last reported home address (according to DVS records).

See the report's media file for a scanned copy of the criminal citation and cover letter mailed to Pierson.

On Friday, May 23, 2014, I was informed by the Roseville City Attorney's office that selling alcohol to a minor is in fact a gross misdemeanor violation of Minnesota State Statute 340A.702(8).

On same date, I requested the above listed misdemanor citation be dismissed by the courts.

On same date, I mailed Pierson the attached letter advising her citation had been dismissed and she will be formally charged by the Roseville City Attorney's Office at a later date.

I scanned my May 23, 2014 letter to Pierson to the report's media file.

Report for informational purposes.

Supplemental Report

ICR: 14011435

Last Modified: 05-23-2014 1310

Title: Manager/Server Training Records

Created By: Lorne Rosand

On Thursday, May 15, 2014 at 1330 hours, I traveled to Smashburger Restaurant located at 2100 North Snelling Avenue.

Upon my arrival, I entered the restaurant, approached the counter and asked to speak with the on-duty manager.

I was directed to a woman who identified herself as Elizabeth Peres (assistant manager).

Upon meeting Peres, I provide her my business card and paper copy of Roseville City Ordinance 302 - Liquor Control.

I explained to Peres I was in need of copies of all employee alcohol server training documentation.

Peres explained Larry Fitzpatrick was the restaurant's general manager but was out for the day. Peres said she would pass my business card and documentation onto Fitzpatrick when he returns to work the following day. I advised Peres I needed all employee alcohol server training documents no later than Thursday, May 22, 2014. Peres understood.

On Tuesday, May 20, 2014, I received a telephone call from a woman who identified herself as Kate Becker (mentioned). Becker explained she was the attorney representing Smashburger specific to the May 1, 2014 Alcohol Compliance Failure.

Becker advised me she would be the point of contact person for all future contacts/correspondence with Smashburger Restaurant.

Becker said she was aware I was seeking manager/server alcohol training documentation on all employees who serve alcohol at the Roseville Smashburger Restaurant location. Becker said she was working with restaurant management to obtain those documents and would have them to me by my Thursday, May 22, 2014 deadline.

On Thursday, May 22, 2014, I received a late afternoon voice mail message from Becker indicating she had a late afternoon situation she needed to attend and promised to call me Friday, May 23, 2014 to discuss Smashburger's training records.

On Friday, May 23, 2014 at approximately 9:00 a.m., Becker called to advise Smashburger had **no** manager/server alcohol training records to provide police. Becker advised since the May 1, 2014 alcohol compliance violation, management and employees who serve alcohol have completed the Roseville Alcohol Server Training. Becker said she would e-mail me a PDF showing proof Smashburger management and staff had completed their mandated training.

Becker did in fact e-mail me two PDF files showing Smashburger employees had in fact completed Roseville Alcohol Server Training but all training was completed post May 1, 2014 alcohol compliance failure.

On Friday, May 23, 2014, I mailed Attorney Becker as well as Smashburger General Manager Fitzpatrick the attached letter advising the Roseville City Council will take action (RCA) specific to the May 1, 2014 alcohol compliance failure at their Monday, June 9, 2014 council meeting.

I scanned and attached a copy of this letter to the report's media file.

I will supplement this report after the Monday, June 9, 2014 Roseville Council meeting.

Report for informational purposes.



Date

Business
Address
Roseville, MN 55113

ATTN: MANAGER

Please thoroughly review the following information as it pertains to alcohol compliance checks conducted by the Roseville Police Department, relative to your establishment.

The City of Roseville began alcohol compliance checks on licensed alcoholic beverage sellers in 1997. At that time, the compliance rate was only 70%. Nearly 30% of our licensees failed those compliance checks. Our goal is to achieve 100% compliance. We need your cooperation to make that happen.

The Roseville Police Department conducts yearly compliance checks to insure licensed alcoholic beverage sellers in the City of Roseville are complying with State law and Roseville Code Provisions relating to the selling of alcoholic beverages.

Please review the following relating to sales of alcohol to underage persons:

Minnesota Statute Chapter 340A.503 PERSONS UNDER 21; ILLEGAL ACTS.

Subdivision 1. Consumption.

(a) It is unlawful for any:

(1) retail intoxicating liquor or 3.2 percent malt liquor licensee, municipal liquor store, or bottle club permit holder under section 340A.414, to permit any person under the age of 21 years to drink alcoholic beverages on the licensed premises or within the municipal liquor store;

Subdivision 2. Purchasing. It is unlawful for any person:

(1) to sell, barter, furnish, or give alcoholic beverages to a person under 21 years of age;

The City of Roseville has passed Chapter 302, Roseville's Liquor Control Ordinance. The Roseville Police Department encourages you to become familiar with the Liquor Control Ordinance. For your convenience, a complete copy of Roseville Liquor Control Ordinance Chapter 302 has been enclosed for your review. Roseville's ordinances are also available for on-line viewing at www.cityofroseville.com

The civil penalties for underage alcoholic beverage sales are set forth in the Roseville City Code. Presumptive penalties are set forth in § 302.15 of the Code. These penalties vary depending upon whether it is a first time violation, a second time violation, a third time violation, etc.

The Roseville Police Department has worked with City alcoholic beverage licensees to promote training for both servers and managers to prevent sales of alcohol to underage persons, and to prevent other violations of the Liquor Control Ordinance. All licensees and their managers, and all employees or agents employed by the licensee that sell or serve alcohol, must complete a city approved or city provided liquor licensee training program. A City of Roseville Manager/Server Approved Training Program is included in this packet for your convenience.

Additional city approved licensee training/resources are listed in the enclosed manager/server training packet.

Both the City's approval and the required training shall be completed:

1. Prior to licensure or renewal for licensees and managers, or
2. Prior to serving or selling for any employee or agent, and
3. Every year thereafter.

Your business must maintain documentation that you have properly trained every employee that sells or serves alcohol, and produce such documentation upon reasonable request made by a peace officer, health officer or properly designated officer or employee of the city. The City will not maintain these records for you. Additional penalties may be assessed if you are unable to provide documentation or it is determined the employee did not under-go the required training.

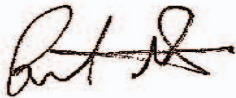
The mandatory minimum penalty (imposed upon the licensee) for the sale of alcoholic beverages to underage individuals is a \$1,000 fine and a one day suspension.

These penalties are civil in nature. Please be aware criminal penalties may also be imposed for violations of the Liquor Control Ordinance.

The Roseville Police Department will conduct a minimum of two compliance checks in 2014 beginning this spring. Please remind your employees of their legal and moral responsibility not to sell or serve alcoholic beverages to anyone under the age of 21.

Once again, we encourage you to review Roseville City Code, Chapter 302, to insure that you have familiarized yourself with the local regulations applicable to your establishment. If you have any questions, please contact Lt. Lorne Rosand at 651-792-7211.

Sincerely,



Rick Mathwig
Chief of Police

Enclosures:
Roseville City Code Chapter 302
Roseville City Approved Manager and Server Training Program

lr



May 23, 2014

Lawrence Fitzpatrick
General Manager
Smashburger Restaurant
2100 North Snelling Avenue
Roseville Minnesota 55113

Mr. Lawrence Fitzpatrick;

Reference Roseville PD Case File 14-011435: May 1, 2014 Smashburger Restaurant Alcohol Compliance Failure

On Monday, June 9, 2014, the Roseville City Council will discuss the May 1, 2014 alcohol compliance failure at Smashburger Restaurant. Staff has recommended Council impose the presumptive penalty of a \$2000.00 fine and five (5) day liquor license suspension.

A representative of your establishment may appear at the time of the council discussion to offer any information that you deem relevant as to whether the Council should deviate from the presumptive penalties set forth in the Roseville City Code. If you fail to appear at this meeting, the City Council will act without any input from your establishment.

Summary of Violation:

March 31, 2014: All businesses with a liquor license in the City of Roseville were mailed a letter from the Roseville Police Department announcing two alcohol compliance checks will be conducted before the end of the year.

May 1, 2014: A Smashburger Restaurant employee served an underage compliance buyer an alcoholic beverage. The Smashburger Restaurant employee/server provided an underage alcohol compliance checker with a Summit EPA Ale. This violation was witnessed by a plain clothing police officer.

May 23, 2014: The attorney representing Smashburger Restaurant specific to this violation informed police the restaurant does not have any current manager/server alcohol documents for any of their employees who serve alcoholic beverages as required by city code.

Roseville City Council will consider staff recommendation specific to this violation at its regular meeting scheduled for Monday, June 9, 2014. Council discussion of this violation will occur during the "Business Actions" segment of the meeting.

Finally, please be advised if another violation should occur, further penalties will be invoked. If you have any questions, you can reach me at my desk telephone number of 651-792-7211 during normal business hours.

Sincerely,

Lorne Rosand
Lieutenant

Cc: Rick Mathwig – Chief of Police
Patrick Trudgeon – City Manager
Roseville City Council
Smashburger Attorney Kate Becker

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 9, 2014
Item No.: 13.e

Department Approval



City Manager Approval



Item Description: **PRESUMPTIVE PENALTY APPROVAL —ROMANO’S
MACARONI GRILL RESTAURANT ALCOHOL COMPLIANCE
FAILURE**

Background

On or about March 31st, 2014, all businesses with a city liquor license were mailed a packet from the Roseville Police Department announcing two city wide alcohol compliance checks to be conducted before the end of the calendar year. On the front of the packet envelope stamped in 3/8" letters were the words "ALCOHOL COMPLIANCE!" The 3/8" stamped words were intentionally placed on the front of the envelope to ensure the mailing would be directed to the business owner/manager/alcohol compliance employee. The envelope packet included notice of recent changes to Roseville City Ordinances regarding mandatory liquor licensee training programs and penalties for noncompliance. Also in the letter was a complete copy of the City of Roseville Manager and Server Training Program and the name and telephone number of a police contact should a business have any questions/concerns relating to alcohol compliance.

Compliance Failure

On Thursday, May 1, 2014, at 3:45 p.m., two plain clothes Roseville Police Officers, along with a 19-year old underage buyer, entered the Romano's Macaroni Grill Restaurant, 1595 West Hwy. 36, Roseville Minnesota, to conduct an alcohol compliance check. The underage buyer and the plain clothes police officers entered the bar. A server soon approached and asked if they wanted anything to drink? The officers said they wanted water and the underage compliance checker ordered a Bud Light beer. The server asked the underage compliance checker for her identification. The compliance checker provided the server her Minnesota photo drivers license which displays her date of birth as 10-24-1994. The server looked at the compliance checker's license for a moment and then returned it to her. Shortly thereafter, the server returned with a poured glass of beer and placed it in front of the underage compliance checker to consume. The officers identified themselves as police officers to the server and asked why she served alcohol to an underage person? The server stated she had looked at the year (1994) and thought the compliance checker was 21-years of age. The server was administratively cited for the violation and released. On Wednesday, May 21, 2014, management of Romano's Macaroni Grill Restaurant provided the police department thirty-four (34) manager/server training employee documents. Of the 34 employees, 21 (62%) had current alcohol beverage server training. The remaining 13 employee server documents were rejected because they were found to be incomplete lacking completion dates or not signed by the trainer manager(s) or completed post violation. This is the Romano's Macaroni Grill Restaurant's first liquor compliance failure/violation in the last thirty six (36) months.

Staff Recommendation

Issue and administer the presumptive penalty pursuant to City Code Section 302.15, for on-sale license holders for the first violation within thirty-six (36) months. The mandatory minimum penalty shall be a one thousand dollar (\$1,000.00) fine and a one (1) day suspension.

Discuss violation of City Code Section 308.08C, Manager and Server Training. Failure to comply with this provision in its entirety is sufficient grounds for denial or non-renewal of a requested license in 2014.

Council Action Requested



ROSEVILLE POLICE DEPARTMENT

INCIDENT REPORT

ICR# 14011436	AGENCY ORI# MN0620800	JUVENILE:
INCIDENT	Reported: 05-01-2014 1600 Committed Start: 05-01-2014 1545 Committed End: 05-01-2014 1545 Title: Alcohol Compliance Failure How Received: In Person Summary: May 1, 2014 Alcohol Compliance Round I failure. See supplement documents for additional information. Location(s) Romanos Macaroni Grill Address: 1595 HIGHWAY 36 City: Roseville State: MN Zip: 55113 Country: USA	
OFFICERS	Officer Assigned: Rosand, Lorne (Administrative Action) Badge No: 3 Primary: No Officer Assigned: Adams, Joe Badge No: 200 Primary: Yes	
MOC	MOC: M4102 Literal: LIQUOR - SELLING Statute: 340A-401 UCR: 22 Name(s) Last Name: Norberg First: Patricia Middle: Marie DOB: 03-09-1951	
NAMES	Involvement: Arrested Name: Norberg, Patricia Marie DOB: 03-09-1951 Age: 63 Sex: F Race: W Height: 0 Weight: 0 Address: 1064 Killdeer Ct City: Lino Lakes State: MN Zip: 55014 Country: Phone: (Home) (651)653-9055 Arrest Date Time: 05-01-2014 1545 Involvement: Other Name: Kellen, Krista DOB: 03-04-1987 Age: 27 Sex: Race: Height: 0 Weight: 0 Address: 1595 Highway 36 City: Roseville State: MN Zip: 55113 Country: Phone: (Work) (651)633-2148 Involvement: Mentioned Name: Carbone, Anthony Eugene DOB: 07-14-1981 Age: 32 Sex: M Race: W Height: 504 Weight: 123 Address: 653 Fairview Ave City: ST PAUL State: MN Zip: 55116 Country: USA Phone: (Cell) (573)268-4892 Phone: (Work) (651)633-2148 Phone: (Fax) (651)633-2151 Email: (Work)1278@macgrill.com Eye Color: HAZ Hair Color: BLK Involvement: Mentioned Name: Reilly, Matthew DOB: -- Age: Sex: M Race: Height: 0 Weight: 0 Address: 9900 Westpark Drive 300 City: Houston State: TX Zip: 77063 Country: USA Phone: (Work) (713)366-7589 Phone: (Fax) (832)553-7841 Email: (Work)mreilly@igniterestaurants.com	

Supplemental Report

ICR: 14011436

Last Modified: 05-12-2014 1736

Title: Alcohol Compliance Failure

Created By: Joe Adams

On 05/01/14 Officer Dattilo, myself and underage checker, XXXXX (herein after referred to as FP) entered Romano's Macaroni Grill located at 1595 Highway 36.

The FP, Dattilo and I sat at the bar. We were soon approached by a female bartender (later identified as, Patricia Marie Norberg DOB 03/09/1951. Norberg asked all three of us what we would like a drink. Dattilo and I advised we would only be drinking water and the FP requested a Bud Light beer. Norberg then requested the

FP's identification which the FP provided to her. Norberg viewed the MN Drivers license for a short while and returned it to the FP. Shortly thereafter, Norberg returned with poured glass of beer which she left on the bar in front of the FP for her to consume.

Officer Dattilo and I then identified ourselves as a police officers and made contact with Norberg and the manager on duty, above Kellen. I informed both parties of the violation. Norberg stated that she had looked at the date (1994) and thought the FP was 21 years of age.

Norberg was issued administrative citation #11363 for selling to underage party.

See attached for additional information.

Supplemental Report

ICR: 14011436

Last Modified: 05-23-2014 1014

Title: Administrative Citation #11363 Paid

Created By: Lorne Rosand

On Tuesday, May 6, 2014, Norberg traveled to the Roseville City Hall and paid the \$250.00 administrative citation (#11363).

With Norberg paying her administrative citation, I consider her her portion of the case closed.

Report for informational purposes.

Supplemental Report

ICR: 14011436

Last Modified: 05-23-2014 1057

Title: Manager Server Training Records

Created By: Lorne Rosand

On Wednesday, May 21, 2014 at 1710 hours, I met with Romano's Macaroni Grill General Manager Tony Carbone at his restaurant.

When we met, I identified myself to Tony Carbone with my police photo identification, wallet shield as well as business card. I did this because I was in plain clothing.

Carbone provided me with his restaurant's server training records as well as a cover letter authored by the restaurant's service manager Krista Kellen explaining the types of alcohol server training employees receive.

I asked Carbone to present Patricia Norberg's alcohol server training document. Carbone had Norberg's training document on top of the stack of server training records.

I reviewed Norberg's alcohol server training documents and learned she had completed her training on February 26, 2014 and scored 100% on her server training test.

Prior to ending our meeting, Carbone explained he had provided me with all original documents and asked I return the documents once I had completed my review.

On Thursday, May 22, 2014, I reviewed all thirty-four (34) Macaroni Grill employee alcohol server training documents. What follows is a summary of my observation of these records:

- Of the 34 alcohol server training documents, I accepted 21 (62%). I accepted these documents noting the records were current, dated and signed by a restaurant manager.

- Of the 34 server training documents, I rejected 13 (38%). I rejected these training records because they were not dated or they were dated after the May 1st compliance check or were not signed by a grading manager.

I scanned both the accepted and rejected server training documents to the case file and secured in the Media file.

With 38% of Romano's Macaroni Grill server training records being incomplete, I called Carbone and spoke him

about my concerns. Carbone agreed to meet me at the police department at 1430 hours on Thursday, May 22, 2014 to review incomplete training records and provide an explanation.

At 1430 hours Carbone arrived at the police department. We talked in the Chief's conference room.

Carbone explained one of the records was in fact of an employee who was hired after the May 1, 2014 alcohol compliance failure. As far as the other 12 server training records, Carbone acknowledged "*poor house keeping*" specific to the testing employee forgetting to document the date the alcohol server testing was administered as well as the manager neglecting to sign the training document.

Carbone assured me Romano's Macaroni Grill would improve their record keeping. Carbone also acknowledged a better understanding of the city code specific to server training documentation.

Report for informational purposes.

Supplemental Report

ICR: 14011436

Last Modified: 05-23-2014 1041

Title: June 9, 2014 Council Hearing

Created By: Lorne Rosand

On Thursday, May 22, 2014, I prepared the attached letter to Romano's Macaroni Grill summarizing the May 1, 2014 alcohol compliance violation and notifying of the June 9, 2014 request for council action (RCA) hearing.

I scanned and placed a copy of this letter in the report's media file. I also electronic e-mailed a copy of this same letter to Matthew Reilly (mentioned) who is the Licensing Manager for Ignite Restaurant Group (owners of Romano's Macaroni Grill).

I will supplement this case file after the June 9, 2014 request for council action specific to the May 1, 2014 alcohol compliance failure.

Report for informational purposes.



Date

Business
Address
Roseville, MN 55113

ATTN: MANAGER

Please thoroughly review the following information as it pertains to alcohol compliance checks conducted by the Roseville Police Department, relative to your establishment.

The City of Roseville began alcohol compliance checks on licensed alcoholic beverage sellers in 1997. At that time, the compliance rate was only 70%. Nearly 30% of our licensees failed those compliance checks. Our goal is to achieve 100% compliance. We need your cooperation to make that happen.

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Please review the following relating to sales of alcohol to underage persons:

Minnesota Statute Chapter 340A.503 PERSONS UNDER 21; ILLEGAL ACTS.

Subdivision 1. Consumption.

(a) It is unlawful for any:

(1) retail intoxicating liquor or 3.2 percent malt liquor licensee, municipal liquor store, or bottle club permit holder under section 340A.414, to permit any person under the age of 21 years to drink alcoholic beverages on the licensed premises or within the municipal liquor store;

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Additional city approved licensee training/resources are listed in the enclosed manager/server training packet.

Both the City's approval and the required training shall be completed:

1. Prior to licensure or renewal for licensees and managers, or
2. Prior to serving or selling for any employee or agent, and
3. Every year thereafter.

Your business must maintain documentation that you have properly trained every employee that sells or serves alcohol, and produce such documentation upon reasonable request made by a peace officer, health officer or properly designated officer or employee of the city. The City will not maintain these records for you. Additional penalties may be assessed if you are unable to provide documentation or it is determined the employee did not under-go the required training.

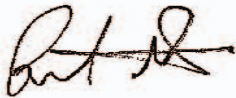
The mandatory minimum penalty (imposed upon the licensee) for the sale of alcoholic beverages to underage individuals is a \$1,000 fine and a one day suspension.

These penalties are civil in nature. Please be aware criminal penalties may also be imposed for violations of the Liquor Control Ordinance.

The Roseville Police Department will conduct a minimum of two compliance checks in 2014 beginning this spring. Please remind your employees of their legal and moral responsibility not to sell or serve alcoholic beverages to anyone under the age of 21.

Once again, we encourage you to review Roseville City Code, Chapter 302, to insure that you have familiarized yourself with the local regulations applicable to your establishment. If you have any questions, please contact Lt. Lorne Rosand at 651-792-7211.

Sincerely,



Rick Mathwig
Chief of Police

Enclosures:
Roseville City Code Chapter 302
Roseville City Approved Manager and Server Training Program

lr

Attachment C



Lieutenant Rosand ~

Here are all of our Alcohol tests/certifications for all employees including management. You will notice there are two different kinds for some employees and only one kind for others. It used to be Macaroni Grill standard to have Learn2Serve be our alcohol certification provider. However Macaroni Grill was sold to a new company and they have now switched the standard. We now have all staff complete the "Ignite Alcohol Awareness Training Program." It was put together by our new owners, but still meets state requirements for employee alcohol certifications. We keep both on file just to be safe as they are still valid. Please let us know if you need anything else, thank you.

~Krista Kellen
Service Manager
Romano's Macaroni Grill
651-633-2148

ALCOHOL AWARENESS TEST

NAME: Patricia DATE: Norbury 2/24/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Tony Carbone
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Krista Kellen DATE: 2/27/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Kellen
- SIGNATURE: Krista Kellen
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Tony Carbone DATE: 2/26/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Tony Carbone
- SIGNATURE: FE
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Sudney G DATE: 3/1/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - ☒ c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - ☒ a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
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12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
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 - c. Choice of appetizer
 - ☒ d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - ☒ b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Keller
- SIGNATURE: Krista Keller
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME:

Indira Musneef

DATE:

2/26/14

SCORE:

100

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - ☒ c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- ☒ a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False

GRADING MANAGER NAME: Jerry Stork

SIGNATURE: [Signature]

ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: Amanda Kapoun DATE: 2/26/14 SCORE: 100

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Jeremy Stank
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Ashley Guillaume DATE: 03/01/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - c. Any Manager
 - ☒ d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Ke'een
- SIGNATURE: Krista Ke'een
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Deniu

DATE: 3/1/14

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - ☒ a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - ☒ d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
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 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
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 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
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 - ☒ b. Yellow
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11. Which of the following are signs of intoxication? (Circle all that may apply.)
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12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
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 - c. Choice of appetizer
 - ☒ d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Keller
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPRO** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Dan DATE: 2/27/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
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4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - b. Your Manager
 - c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - a. True
 - b. False
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 - a. Ask the Guest to see their ID
 - b. Feel the ID for signs of tampering
 - c. Match the face on the picture to the Guest
 - d. Check the expiration date
 - e. Ask questions of the Guest about the information on the ID
 - f. Return the ID to the Guest
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 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?

- a. Foods high in protein
- b. Foods high in fat
- c. Foods high in carbohydrates
- d. Coffee

10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)

- a. Green
- b. Yellow
- c. Red
- d. Black

11. Which of the following are signs of intoxication? (Circle all that may apply.)

- a. Slurred speech
- b. Drowsiness
- c. Glassy eyes
- d. Loss of coordination
- e. Impaired judgement

12. What do we provide free of charge for any Guest who needs it?

- a. A cab ride home
- b. Their first drink
- c. Choice of appetizer
- d. Coffee

13. Gender and size affect the way in which a Guest may respond to alcohol.

- a. True
- b. False

14. Who can refuse service of alcohol to a Guest?

- a. Any Server
- b. Any Bartender
- c. Any Manager
- d. Only the General Manager

"C" only

15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.

- a. True
- b. False

16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.

- a. True
- b. False

GRADING MANAGER NAME:

Kristen Kellen

SIGNATURE:

Kristen Kellen

ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME:

Grace

DATE:

3-1-14

SCORE:

100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
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 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Kellen
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Heidi Rieker DATE: 2/27/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
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- ☒ a. A cab ride home
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 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
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14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Vellen
- SIGNATURE: Krista Vellen
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Hannah Green DATE: 2/26/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - b. 30
 - c. 40
 - ☒ d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - ☒ a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - ☒ d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - ☒ c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
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12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Jenny Storch
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
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ALCOHOL AWARENESS TEST

NAME: Josh Conter DATE: 2-26-14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - b. Your Manager
 - c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - a. Ask the Guest to see their ID
 - b. Feel the ID for signs of tampering
 - c. Match the face on the picture to the Guest
 - d. Check the expiration date
 - e. Ask questions of the Guest about the information on the ID
 - f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Keller
- SIGNATURE: Krista Keller
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



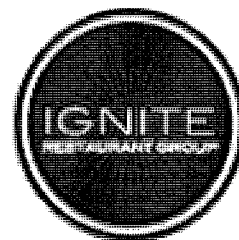
ALCOHOL AWARENESS TEST

NAME: Jeremy Stanek DATE: 2/26/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
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6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
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 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
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 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
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 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
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10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
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15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Tony Carbone
- SIGNATURE: 
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME:

Leigh Windsorski

DATE:

3/1/14

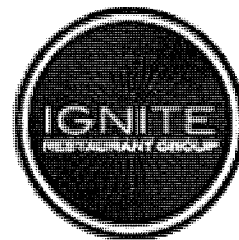
SCORE:

100%

1. What age must a Guest be to legally consume alcoholic beverages?
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ALCOHOL AWARENESS TEST

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16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
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- GRADING MANAGER NAME: Krista Kellen
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Laura Chen

DATE: 2/26/2014

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
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 - c. 40
 - d. We ID ALL Guests
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 - ☒ c. Government ID Booklet
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ALCOHOL AWARENESS TEST

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15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Denery Starch
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Renee C DATE: 2/26/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
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ALCOHOL AWARENESS TEST

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 - ☒ b. Yellow
 - ☒ c. Red
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- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Kellen
- SIGNATURE: Krista Kellen
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Rachel Anderson

DATE: Feb 26, 2014

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: FE
- SIGNATURE: Tony Cadbone
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Simon Kinsler DATE: 2/26/2014 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False

GRADING MANAGER NAME:

SIGNATURE:

ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%,
ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULtiPro** FOR TRACKING,
THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: Tim

DATE: 2-27-14

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - ☒ d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Kristy Keller
- SIGNATURE: Jim Lohr
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Tori

DATE: 2-27-14

SCORE: 10/16

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - ☒ d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - ☒ a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- ☒ a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Krista Keller
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: SAM Basson DATE: 5/15/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: SAM BARON
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Whitney DATE: [redacted] SCORE: 100

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: Jeremy Stark
- SIGNATURE: [Signature]
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Vanessa

DATE: [REDACTED]

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Vlad DATE: 4/10/15 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Tessa DATE: 2/28/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and how the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. None
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Low
 - ☒ b. High
 - c. Very High
 - d. Back
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- ☒ a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: Shantel

DATE: 2-26-14

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Samantha

DATE: 2/27/14

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - ☒ d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False

GRADING MANAGER NAME: _____

SIGNATURE: _____

ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%,
ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING,
THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: Peter DATE: SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Jim DATE: 5/3/14 SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME: Jacki

DATE: 5/4/14

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - ☒ c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME:

Ben Winkler

DATE:

SCORE:

100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - b. Your Manager
 - c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - a. Ask the Guest to see their ID
 - b. Feel the ID for signs of tampering
 - c. Match the face on the picture to the Guest
 - d. Check the expiration date
 - e. Ask questions of the Guest about the information on the ID
 - f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?

- a. Foods high in protein
- b. Foods high in fat
- c. Foods high in carbohydrates
- d. Coffee

10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)

- a. Green
- b. Yellow
- c. Red
- d. Black

11. Which of the following are signs of intoxication? (Circle all that may apply.)

- a. Slurred speech
- b. Drowsiness
- c. Glassy eyes
- d. Loss of coordination
- e. Impaired judgement

12. What do we provide free of charge for any Guest who needs it?

- a. A cab ride home
- b. Their first drink
- c. Choice of appetizer
- d. Coffee

13. Gender and size affect the way in which a Guest may respond to alcohol.

- a. True
- b. False

14. Who can refuse service of alcohol to a Guest?

- a. Any Server
- b. Any Bartender
- c. Any Manager
- d. Only the General Manager

15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.

- a. True
- b. False

16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.

- a. True
- b. False

GRADING MANAGER NAME:

Krista Kellen

SIGNATURE:

Krista Kellen

ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%,
ENTER THE FOLLOWING CERTIFICATION NUMBER INTO ULTIPro FOR TRACKING,
THEN PLACE THIS TEST IN THE TEAM MEMBERS FILE FOLDER:

834916



ALCOHOL AWARENESS TEST

NAME: Drew Samrou DATE: _____

SCORE: 100%

1. What age must a Guest be to legally consume alcoholic beverages?
 - a. 18
 - b. 20
 - ☒ c. 21
 - d. 18 with an active military ID
2. It is our policy to check ID for every Guest who appears to be under the age of:
 - a. 25
 - ☒ b. 30
 - c. 40
 - d. We ID ALL Guests
3. Which of the following forms of ID is NOT acceptable?
 - a. Valid state-issued ID card with photograph
 - b. Passport (US or foreign) with photograph
 - c. Active Duty US Military ID with photograph
 - d. US Immigration ID with photograph
 - ☒ e. Current University ID with photograph
4. Which options do you have for help when checking an out-of-state ID? Circle all that apply.
 - a. A bartender
 - ☒ b. Your Manager
 - ☒ c. Government ID Booklet
 - d. Another Server
5. A valid state-issued driver's license with a photograph is a valid form of ID.
 - ☒ a. True
 - b. False
6. When checking an ID you must: (Circle all that apply)
 - ☒ a. Ask the Guest to see their ID
 - ☒ b. Feel the ID for signs of tampering
 - ☒ c. Match the face on the picture to the Guest
 - ☒ d. Check the expiration date
 - ☒ e. Ask questions of the Guest about the information on the ID
 - ☒ f. Return the ID to the Guest
7. What should you do if a Guest gives you an ID that does not look like the Guest?
 - a. Serve the Guest anyway
 - b. Confront the Guest
 - c. Refuse to serve the Guest
 - ☒ d. Notify a Manager
 - e. Keep the ID and call the police
8. On average, how much pure alcohol does the body burn per hour?
 - a. 1/4 oz. to 1/2 oz.
 - ☒ b. 1/2 oz. to 3/4 oz.
 - c. 3/4 oz. to 1 oz.
 - d. Over 1 oz.

ALCOHOL AWARENESS TEST

9. Which of the following foods help to break down the alcohol and slow the absorption rate the best?
- ☒ a. Foods high in protein
 - b. Foods high in fat
 - c. Foods high in carbohydrates
 - d. Coffee
10. You should inform a Manager when a Guest gets to which level of intoxication. (Circle all that may apply.)
- a. Green
 - ☒ b. Yellow
 - c. Red
 - d. Black
11. Which of the following are signs of intoxication? (Circle all that may apply.)
- ☒ a. Slurred speech
 - ☒ b. Drowsiness
 - ☒ c. Glassy eyes
 - ☒ d. Loss of coordination
 - ☒ e. Impaired judgement
12. What do we provide free of charge for any Guest who needs it?
- ☒ a. A cab ride home
 - b. Their first drink
 - c. Choice of appetizer
 - d. Coffee
13. Gender and size affect the way in which a Guest may respond to alcohol.
- ☒ a. True
 - b. False
14. Who can refuse service of alcohol to a Guest?
- a. Any Server
 - b. Any Bartender
 - ☒ c. Any Manager
 - d. Only the General Manager
15. It is okay to serve alcohol to a Guest who is intoxicated as long as they are not driving.
- a. True
 - ☒ b. False
16. A Guest showing visible signs of intoxication should be allowed to drive after they have eaten.
- a. True
 - ☒ b. False
- GRADING MANAGER NAME: _____
- SIGNATURE: _____
- ONCE THE TEAM MEMBER HAS PASSED THIS TEST WITH A SCORE OF 100%, ENTER THE FOLLOWING CERTIFICATION NUMBER INTO **ULTIPro** FOR TRACKING, THEN PLACE THIS TEST IN THE **TEAM MEMBERS** FILE FOLDER:
- 834916



ALCOHOL AWARENESS TEST

NAME:

Ammy

DATE:

SCORE:

10/5/20

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- SIGNATURE: Krista Kellen
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- 834916





May 22, 2014

Tony Carbone
General Manager
Romano's Macaroni Grill Restaurant
1595 West Hwy. 36
Roseville Minnesota 55113

Mr. Tony Carbone;

Reference Roseville PD Case File 14-011436: May 1, 2014 Romano's Macaroni Grill Restaurant Alcohol Compliance Failure

On Monday, June 9, 2014, the Roseville City Council will discuss the May 1, 2014 alcohol compliance failure at Romano's Macaroni Grill Restaurant. Staff has recommended Council impose the presumptive penalty of a \$1000.00 fine and one (1) day liquor license suspension.

A representative of your establishment may appear at the time of the council discussion to offer any information that you deem relevant as to whether the Council should deviate from the presumptive penalties set forth in the Roseville City Code. If you fail to appear at this meeting, the City Council will act without any input from your establishment.

Summary of Violation:

- March 31, 2014: All businesses with a liquor license in the City of Roseville were mailed a letter from the Roseville Police Department announcing two alcohol compliance checks will be conducted before the end of the year.
- May 1, 2014: A Romano's Macaroni Grill Restaurant employee served an underage compliance buyer an alcoholic beverage. The Romano's Macaroni Grill Restaurant employee/server provided an underage alcohol compliance checker with a Bud Light beer. This violation was witnessed by two plain clothing police officers. The employee server was administratively cited for the violation.
- May 6, 2014: The Romano's Macaroni Grill Restaurant server/violator paid a \$250.00 administrative fine to the City of Roseville for violating city code.
- May 21, 2014: Romano's Macaroni Grill Restaurant management provides police with server training documentation showing the offending server last received alcohol server training on February 26, 2014.

Roseville City Council will consider staff recommendation specific to this violation at its regular meeting scheduled for **Monday, June 9, 2014.** Council discussion of this violation will occur during the "Business Actions" segment of the meeting.

Finally, please be advised if another violation should occur, further penalties will be invoked. If you have any questions, you can reach me at my desk telephone number of 651-792-7211 during normal business hours.

Sincerely,

Leanne Rosand
Lieutenant

Cc: Rick Mathwig – Chief of Police
Patrick Trudgeon – City Manager
Roseville City Council

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 9, 2014
Item No.: 13.f

Department Approval



City Manager Approval



Item Description: **Support for Sherman and Associates, Inc. Redevelopment of 2785 Fairview Avenue and Financing Needs**

BACKGROUND

Sherman Associates, Inc. is proposing a two-phase redevelopment of 2785 Fairview Avenue North. The City Council previously discussed this development at its July 22, 2013, meeting. Phase 1 would result in two buildings with a total of 190 units – approximately 126 market rate units and 64 affordable units. Income ranges for the affordable units can be found in the chart below. All housing units would be non-age restricted. Phase 2 would feature approximately 6,000 square feet of office/retail. This proposal supports the 3 top priorities and housing needs identified in the Comprehensive Market Study that was completed in 2013 for the City: to build market rate rental units and to provide affordable housing for seniors and families.

Number of family members	Income range
1 person	\$29,400-\$35,280
2 person	\$33,600-\$40,320
3 person	\$37,800-\$45,360
4 person	\$41,950-\$50,340

Estimated construction costs for both buildings is over \$23,000,000, and the total project cost is estimated to be more than \$32,000,000, which is a great reinvestment for a site that's building is currently valued at just \$1,000.

Phases 1 would commence construction in summer 2015 if all funding requirements are met; Phase 2 would commence construction later in 2015.

The project involves the first market rate apartment developed in the City in many years. This project will create a rental product with the modern amenity expectations that are important to the Millennial Generation and empty-nester Baby Boomers. If successful, this project will establish a new, high-quality baseline for market-rate apartments that can spur additional investment in existing properties and encourage investment in new properties.

The strategic location of this property may provide catalyst benefits to other properties in the Twin Lakes area by enabling the extension of Twin Lakes Parkway, which opens up

34 some of the interior sites of Twin Lakes for redevelopment.

35
36 The applicant is before the City Council tonight because there are pending application
37 deadlines for outside funding that require actions of support from the City Council. To
38 finance the project, Sherman Associates, Inc. is applying for loans through the Minnesota
39 Housing Finance Agency (MHFA) – that application is due June 10, 2014 – and from the
40 Tax Base Revitalization Account (TBRA) through the Met Council.

41
42 Additional CDBG funds from Ramsey County will be applied for in the spring of 2015 as
43 Ramsey County has already committed \$162,063 of the initial request of \$350,000 this
44 year.

45
46 Sherman Associates, Inc. is also requesting that the City and the RHRA commit to the
47 following financial support:

- 48 • The use of the CDBG funds, which has a current balance of approximately
49 \$270,000. The RHRA committed the CDBG funds to the development on May
50 20, 2014.
- 51
52 • LCDA grant dollars in the amount of \$1,442,395, which would be applied for by
53 the RHRA but paid for by the Metropolitan Council. If granted, the funds would
54 be used to pay for redevelopment costs such as demolition of existing buildings,
55 putting in a public road in front of the apartment complexes, and assisting with
56 some of the costs to acquire the site and improve the storm water management.
- 57
58 • City establishment of a Housing Tax Increment Financing (TIF) district for 26
59 years. The estimated value of this assistance is roughly \$3,500,000. Springsted,
60 the City's financial advisor, has reviewed the requested TIF amount and
61 determined that the proposed development would support the request and may
62 even produce more proceeds than requested. TIF does require that a percentage
63 of the units meet affordability requirements: either 20% of the units must be
64 available at 50% area medium income (AMI) or 40% of the units at 60% AMI
65 (see chart on page 1 for income ranges). The Difference between Housing TIF
66 and regular TIF is that Housing TIF does not require job creation.
- 67
68 • The applicant is asking that the City waive the SAC fees estimated to be
69 \$472,150, which the City has the authorization to do based upon SAC credits that
70 the City has.
- 71
72 • The applicant is proposing to fully fund park dedication fees as part of the
73 development of this project, which would assist with enhancements to Langton
74 Lake Park.

75
76 All requests for funds from the City and RHRA are contingent on final underwriting from
77 Springsted, which would determine what, if any, gaps in financing exist once all other
78 resources have been explored and applied for. During that time the City will go through a
79 formal "but-for" analysis, which is a law requirement. Given the economics that have
80 been provided for this project, it would not be able to go forward with out TIF assistance.

81
82 The City Council will therefore have future approvals to indicate approval of final

83 financial support levels. However, if the City Council is not comfortable with providing
84 the level and types of support requested, it would be appropriate to indicate so at this time
85 in order to save additional time and expense by the developer and staff going forward.

86 **POLICY OBJECTIVE**

87 The proposed redevelopment supports the City's priorities in the following ways:

- 88 1. Addresses housing priorities that are identified in the Comprehensive Multifamily
89 Housing Needs Analysis.
- 90 2. Addresses the Comprehensive Plan goal of providing a wide variety of housing
91 options in order to retain and attract a diverse mix of people and family types with
92 various economic statuses, ages, and abilities.
- 93 3. Redevelops a contaminated and blighted property in the Twin Lakes
94 Redevelopment Area.
- 95 4. Assists with the City's priority of redeveloping the Twin Lakes Area by
96 completing the last portion of Twin Lakes Parkway.
- 97 5. Supports the City's Twin Lakes Public Financial Participation Framework, which
98 was adopted on March 3, 2008, to guide the City when TIF is requested for
99 redevelopment of Twin Lakes. There are 8 community objectives and 23 scoring
100 criteria by which to measure potential achievement of these objectives. The
101 objectives include a mix of uses, enhanced aesthetics, environmental quality and
102 sustainability, relationship to parks, transit and transportation options, diverse
103 employment opportunities, diverse tax base, and diverse housing options. In order
104 for the City to consider financial assistance for an individual project, the project
105 must work toward achieving 1/3 of the scoring criteria (8) within at least 4 of the
106 objective categories. The proposed development achieves 5 of the 8 community
107 objectives and meets 13 of the 23 scoring criteria. (Attachment C).

108 The RHRA made a recommendation on May 20, 2014, that the City of Roseville assist
109 the redevelopment of 2785 Fairview by establishing a TIF district and by assisting with
110 SAC fees, contingent on a final underwriting review by Springsted.

111 **BUDGET IMPLICATIONS**

- 112 • The Housing TIF assistance will be based on the added value that the
113 development will create above what is currently being collected by the existing
114 use. For the life of the TIF District (assumed to be approximately 26 years), the
115 property tax budget impact will remain static at current levels with no escalation
116 for inflation or other valuation changes. At the end of the TIF district, the
117 assistance will end and the property will be valued at its redeveloped level, which
118 should be significantly higher than current levels, providing a future budgetary
119 benefit. During the life of the TIF District, the City will receive 10% of the TIF
120 revenue to cover overhead costs associated with the issuance of the TIF District.
- 121 • Waiving the SAC charges will not directly impact the budget, however, it will
122 reduce the amount of SAC credits that the City maintains in its inventory for
123 future needs.
- 124 • The use of CDBG funds (which originate from HUD) will not affect the City's
125 budget and can create problems for the recipients, like Ramsey County, if they are
126 not spent. The inclusion of these funds in the financial package is actually

beneficial to local CDBG recipients because they can more easily qualify for additional CDBG funds.

- The LCDA funds originate from the Metropolitan Council and will not have an impact on the City's budget.
- The Minnesota Housing Finance Agency funding is a transaction between the developer and the agency and therefore will have no impact on the City's budget.
- The inclusion of Twin Lakes Parkway construction costs in this project's financing may have a positive impact on the capital improvement funds that could have had to fund more of the construction costs if the project were not funding it.
- The fund for Park Dedication fees will see a positive budget impact since the project is proposing to fully fund the Park Dedication fee requirements.

STAFF RECOMMENDATION

Staff believes that the proposed apartment development on the Hagen Property is very desirable and consistent with the vision of Twin Lakes. Staff would recommend that the City approve the resolution of support for the LCDA application and continue to work with the developers to determine if financial assistance is possible for the project.

Tonight the City Council is being asked to support the proposed development with TIF and SAC fees. This will allow Sherman Associates, Inc. to apply for funding from the MHFA, the Metropolitan Council, and Ramsey County, and it will allow the RHRA to apply for LCDA funds. Should Sherman Associates, Inc. and the RHRA receive the applied for funds, a public hearing would be held regarding the establishment of a TIF district, and a full underwriting would be done by Springsted to determine to what extent the proposed development needs financial assistance.

If in support of the proposed development, formally adopt the attached resolution authorizing the submittal of an LCDA application for funds to assist with the redevelopment of 2785 Fairview Avenue and resolution of financial assistance of TIF and SAC.

REQUESTED COUNCIL ACTION

Two separate motions for consideration:

1. APPROVE the resolution authorizing the submittal of an LCDA application for funds to assist with the redevelopment of 2785 Fairview Avenue.
2. APPROVE the resolution for financial assistance with TIF and SAC fees.

ALTERNATE COUNCIL ACTIONS

- Motion to DENY the request for support by Sherman Associates for support of the LCDA application and other financing.
- Motion to MODIFY the attached resolutions and APPROVE the modified resolutions.

Prepared by: Jeanne Kelsey, Acting Executive Director RHRA 651-792-7086
Attachments: A: Aerial of 2785 Fairview Ave.
B: Conceptual Site Plan
C: Twin Lakes Financial Participation Framework

- D: Roseville HRA Resolution of Support
- E: Draft RHRA meeting minutes from May 20, 2014
- F: Council meeting minutes from July 22, 2013
- G: Resolution of support of LCDA Grant Application
- H: Resolution of support for financial assistance

2785 Fairview Ave N



Prepared by:
Community Development Department
Printed: May 13, 2014

Future Twin Lakes Pkwy



Data Sources

* Ramsey County GIS Base Map (4/30/2014)
* Aerial Data: MnGeo (4/2012)

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

Disclaimer

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

0 100 200 Feet



P:\Proposals\14-05-C-Sherman-Roseville Models\14-05-C-Sherman-Roseville V3.rvt



1 SD Site Plan
1" = 60'-0"



kaas
wilson
architects

2104 4th Avenue S. Suite B
Minneapolis, MN 55404
tel: (612) 879-6000
fax: (612) 879-6666

Roseville Twin Lakes Development

Project Number: 14-05-C
Issue Date: 05/28/2014

Revision Number:
Revision Date:

Aerial/Site Plan

P2-0

6/3/2014 11:39:21 AM



Twin Lakes Public Financial Participation Framework

Introduction

Since 1988, the City of Roseville has worked to spark investment in the 275-acre Twin Lakes Redevelopment Area. The City initiated the creation of a Master Plan for the area, which has been updated several times since its inception. Over time, the importance of this project has become deeply rooted within the community, which is demonstrated by the adoption of Twin Lakes Master Plan into the City's Comprehensive Plan.



Twin Lakes Redevelopment Area

During the initial phases of redevelopment activities, public financial participation is often requested by developers to assist in off-setting the increased development costs associated with development on these more complicated sites. With limited financial resources and community expectations high, the City of Roseville has established a Public Financial Participation Framework to identify objectives and criteria by which to consider future financial requests for projects within the Twin Lakes Redevelopment Area.

The following framework, which has been developed with consideration to community goals articulated through the Imagine Roseville 2025 process, the Twin Lakes Master Plan (2001), and the Twin Lakes Design Principles, describes general policies that the City of Roseville will use when considering if to participate, what type of activities to assist with, and parameters of participation. These policies are intended to clarify what is within the realm of consideration when public financial participation is considered for elected officials, city staff, the public, and the development community.

Twin Lakes Public Financial Participation Determination

For all projects requesting financial assistance, the requestor must demonstrate (to be verified by the City) that the project is unlikely to proceed without the infusion of City funds. Beyond need, developers must demonstrate how their project will advance the city's overarching objectives. On the following page are eight community objectives and twenty-three scoring criteria by which to measure potential achievement of these objectives. The objectives include a mix of uses, enhanced aesthetics, environmental quality and sustainability, relationship to parks, transit and transportation options, diverse employment opportunities, diverse tax base, and diverse housing options. In order for the City to consider financial assistance for an individual project, the project must work toward achieving one-third of scoring criteria (eight criteria) within at least four of the objective categories.

Objectives and Scoring Criteria**1. Mix of Uses**

- ☐ Overall Use Mix: Contributes toward the desired mix of uses within the project area described in the Twin Lakes Master Plan
- ☐ Needed Services: Provides a needed service in Roseville.
- ☐ Community Spaces: Incorporates community spaces, such as plazas and greenspaces, into the project that are open for use by the general public

2. Enhanced Aesthetics

- ☐ Blight Elimination: Removes, prevents, or reduces blight or other adverse conditions of the property
- ☐ Urban Design: Achieves a walkable, pedestrian friendly environment, creates a strong “public realm,” and internalizes parking to the project as indicated in the Twin Lakes Design Principles
- ☐ Building Quality: Uses high quality, long-lasting building and construction materials
- ☐ Structured Parking: Replaces large, surface-parking lots with parking structures integrated into the overall project design

3. Environmental Quality and Sustainability

- ☐ Environmental Remediation: Cleans up existing soil and groundwater contamination
- ☐ Green Building: Is designed to a LEED-Silver rating or higher
- ☐ Green Infrastructure: Uses innovative stormwater management techniques, such as rain gardens/bioretention, porous pavement, or underground holding chambers
- ☐ Environmental Preservation: Preserves or improves quality of wetlands, wildlife habitats, or other natural areas inside or outside of parks.

4. Relationship to Parks

- ☐ Park Connections: Provides connectivity to the neighboring parks
- ☐ Buffers: Offers a buffer between the adjacent park and the new land uses
- ☐ Mitigates Environmental Impacts: Addresses environmental impacts related to park resources

5. Transit and Transportation Options

- ☐ Multimodal Transportation: Integrates bus, bicycle, and pedestrian connections into the project
- ☐ Transportation Demand Management: Works to reduce the number of trips to the project area by implementing various transportation demand options

6. Diverse Employment Opportunities

- ☐ Job Creation: Creates or retains a wide-range of professional-level, family-sustaining jobs
- ☐ Businesses Attraction/Retention: Attracts or retains competitive and financially strong businesses to Roseville

7. Diverse Tax Base

- ☐ Tax Base: Diversifies the overall tax base of the City
- ☐ Enhanced Tax Base: Maximizes tax-base potential within the redevelopment area

8. Diverse Housing Choices

- ☐ Unmet Housing Markets: Provides housing options not currently realized in the Roseville market (e.g. market-rate apartments, mid-sized single-family homes)
- ☐ Affordable Housing: Provides affordable housing opportunities.

Priority Funding Activities

The following is a list of activities, fundable under state statute, in which the City may consider financial participation.

- Cleanup of environmental contamination
- Construction of public infrastructure (e.g. utilities, roads, and sidewalks)
- Streetscaping
- Public, structured parking facilities
- Site improvements (e.g. soil correction)
- Land acquisition (e.g. right-of-way acquisition)
- Others on a case-by-case basis

General Financial Participation Parameters

If it is determined that the City will financially participate in a project, the following are the general parameters by which a development agreement will be negotiated.

Grants

- The City will apply for available regional, state, and federal grant funds to offset city costs associated with City-led project elements.
- The City will consider applying for regional, state, and federal grant funds to assist developer costs for projects that provide a demonstrated community benefit.
- If limited funds available, City will give priority to City-led elements.

Tax Increment Financing (TIF)

- Pay-as-you-go Financing: Initial financing of eligible improvements will be the responsibility of the developer with the City repaying the developer for eligible costs as revenue is generated (Developer-led project elements)
- Upfront Capitalization: Upfront financing for public improvements (City-led project elements)
- Financing Terms: Minimum financing for the shortest terms for the project to proceed.

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

Pursuant to due call and notice thereof, a regular meeting of the Housing and Redevelopment Authority in and for the City of Roseville, County of Ramsey, Minnesota, was duly called and held at the City Hall on Tuesday, the 20th day of May, 2014, at 6:00 p.m.

The following members were present: Etten, Majerus, Lee, Elkins, and Maschka

and the following were absent: Masche and Quam

Commissioner Elkins introduced the following resolution and moved its adoption:

Resolution No. 57

**SUPPORT FOR SHERMAN AND ASSOCIATES INC. APPLICATION FOR
MINNESOTA HOUSING FINANCE AGENCY FUNDS AND LIVEABLE
COMMUNITIES DEMONSTRATION ACCOUNT FUNDS**

WHEREAS, the 2785 Fairview Avenue in the City of Roseville was identified by the City as a potential mixed use redevelopment site in the Twin Lakes Redevelopment Area; and

WHEREAS, the Housing and Redevelopment Authority has recently completed a Comprehensive Multifamily Housing Needs Analysis and such proposed development meets an identified need in Roseville; and

WHEREAS, the Comprehensive Multifamily Housing Needs Analysis supports such proposed development as high priorities for Roseville.

WHEREAS, proposed redevelopment site meets the Housing and Redevelopment Authority 2012-2016 Strategic Plan; and

WHEREAS, Sherman Associates, INC. a reputable Twin Cities housing developer, has proposed to build approximately 190 units of a mix of market rate and affordable housing.

NOW THEREFORE BE IT RESOLVED THAT the Housing and Redevelopment Authority, in and for the City of Roseville hereby supports and strongly recommends funding to Sherman Associates, INC for the redevelopment of 2785 Fairview Avenue with the goal to redevelop the site into mixed use and income housing options with commercial amenity that will significantly improve the Twin Lakes Redevelopment Area.

Adopted by the Board of the Authority this 20th day of May, 2014.

Certificate

I, the undersigned, being duly appointed and acting Executive Director of the Housing and Redevelopment Authority in and for the City of Roseville, Minnesota, hereby certify that I have carefully compared the attached and foregoing resolution with the original thereof on file in my office and further certify that the same is a full, true, and complete copy of a resolution which was duly adopted by the Board of Commissioners of said Authority at a duly called and regularly held meeting thereof on May 20, 2014.

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

Etten, Majerus, Lee, Elkins, and Maschka

And the following voted against the same: None

And the following abstained from voting: None

Whereupon said resolution was declared duly passed and adopted.

Witness my hand as the Executive Director of the Authority this 20th day of May, 2014

A handwritten signature in cursive script, appearing to read "Jan Kelsey", is written over a horizontal line.

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

HRA Meeting
Minutes – Tuesday, May 20, 2014
Page 4

Nays: 0

Motion carried.

Chair Maschka thanked Mr. Weingarten and Ms. Kelsey for implementing this strategy.

c. **Sherman and Associates Redevelopment of 2785 Fairview Avenue**

Ms. Kelsey reviewed the requested action, as detailed in the staff report dated May 20, 2014; in addition to the draft Resolution No. 57 as previously noted as a bench handout, **attached hereto and made a part hereof**. Recognizing that this was a complicated issue, and involved as number of funding sources needing to be met, including use of tax increment financing (TIF) funds at the discretion of the City Council.

Ms. Kelsey advised that the proposed development met four of the seven criteria developed by the City Council's TIF Plan for the Twin Lakes Redevelopment Area, as noted in Section 3.0 of the staff report. In a related note, Ms. Kelsey advised that the Greater Metropolitan Housing Corporation did not receive additional funding needed from Ramsey County and had therefore withdrawn their request for CDBG funds from Roseville, leaving a current balance of approximately \$270,000 (page 2 of the staff report). Ms. Kelsey reviewed other funding mechanisms, including Livable Community Development Account (LCDA) funds, with the developer having submitted a preliminary application at this time to assist with infrastructure and demolition costs, including the road construction identified as completion of Twin Lakes Parkway. Ms. Kelsey advised that it would remain unknown until later this month whether the developer would be invited to submit a formal application to the Metropolitan Council.

Ms. Kelsey clarified the definition of "affordable housing" in this instance to describe workforce housing as outlined in the staff report (Section 2.0) and income ranges accordingly, and non-age restricted units.

Ms. Kelsey advised that staff recommended approval, as the proposal supported the three top priorities and housing needs identified in the Comprehensive Market Study completed in 2013 to build market-rate rental units and provide affordable housing for seniors and families; in addition to achieving goals outlined in the RHRA's 2012-2016 Strategic Plan.

Ms. Kelsey noted that, as provided in the staff report, the developer originally proposed construction of the two buildings, totaling 190 units and 6,000 square feet of retail as a two-phase development. However, Ms. Kelsey noted that in order to meet the requirements for Housing TIF Districts requiring 20% of the units meeting income restrictions, it had been determined to build both phases at the same time and meet the affordable housing requirements. Ms. Kelsey advised that it was challenging to find investors to buy tax credits; and upon checking with the state, no one else was applying for the credits and would allow use of 4% tax credits along with mortgage revenue bonds from the Minnesota Housing Finance Agency (MHFA), with application deadline of June 10, 2014, and applications only accepted once per year. Ms. Kelsey noted that, in order to sell tax credits, the entire 190 units, including 80% affordable units, needed to be built as a mixed income property. Ms. Kelsey advised that the developer was proposing to accomplish this requirement by reducing the total number of 3-bedroom units and add more 1- and 2-bedroom units. Ms. Kelsey noted that this would be in line with staff findings supporting seniors moving into affordable units with elevators and other amenities desired; with that modification accepted by the state if the older adult population was inhabiting the buildings.

Ms. Kelsey further reviewed the developer's request that the City assist with its costs for sewer access charge (SAC) fees, and explained those fees and how they applied to this development.

Ms. Kelsey reiterated that there were many steps yet to be completed and a complicated process involved; however, she recommended RHRA support of the proposed development as

HRA Meeting
Minutes – Tuesday, May 20, 2014
Page 5

outlined in Section 4.0 of the staff report, as amended to include adoption of Resolution No. 57.

At the request of Chair Maschka, Ms. Kelsey defined work force housing at an annual income limit of <\$35,280 for a head of household, clearly separate from Section 8 housing typically considered as an “affordable housing” definition. Ms. Kelsey noted that rents on those affordable housing units may be somewhat lower than the remaining 20% market rate units, the 110 units in the market rate rentals in the other building would speak to that income restriction; and provide those at starting workforce wages or seniors on restricted incomes to qualify.

Andy Hughes, Project Manager with Sherman Associates

Mr. Hughes noted that the projected rent for the 1-bedroom units was \$750 to \$800/month; and 2-bedroom units at \$900/month, and require employment. Mr. Hughes projected that the unrestricted, market rate units would be about 200/month higher.

Chair Maschka spoke in support of the building design.

Member Majerus questioned how the project could and would be marketed in the midst of an industrial area.

Mr. Hughes recognized it would be challenging in this urban redevelopment site; however, he expressed confidence in the vision of Sherman Associates for this site, and the advances made to-date with the clean-up of the Walmart site and access and visibility from I-35W and I-694; and along with the Park and Ride located in the vicinity, it provided several amenities for the community and residents of the property.

Chair Maschka concurred, opining that someone had to start the process.

At the request and recommendation of Member Elkins, Mr. Hughes advised they had not yet considered working with the Federal Home Loan Bank in Des Moines, IA, but would willingly research that option.

At the request of Member Etten, Mr. Hughes provided a brief presentation of the proposed project, and reviewed various components. Mr. Hughes noted that the 3-bedroom units were all walkouts, and that the play area could be expanded further as the developer partnered with the City to enhance Langton Lake Park. While recognizing the challenges in developing this project, Mr. Hughes spoke enthusiastically and noted the success of Sherman Associates in their long-term management of sites; and expressed their interest in the site becoming an amenity for the community and provide a concrete plan for moving the Twin Lakes Redevelopment Area forward. Mr. Hughes noted that their firm considered all three identified funding sources as a last resort, but were found necessary to identify them to provide for the feasibility of the project itself and show local support for other stakeholders.

Member Etten noted the ongoing comments heard at the City Council level from property owners and developers to complete the Twin Lakes Parkway connection; and opined that this was a valuable component of this proposed project. Member Etten asked for identification of other outside funding sources.

Ms. Kelsey responded that those sources were identified in the staff report, and reviewed the portions of the project, including infrastructure requirements to apply to the total estimated Parkway at \$650,000, and applicable funding applications.

HRA Meeting
Minutes – Tuesday, May 20, 2014
Page 6

1 At the request of Member Etten, Mr. Hughes confirmed that sidewalks would be part of the
2 project, with their intent to connect Fairview Avenue and Twin Lakes Parkway as a pedestrian-
3 friendly road.
4

5 Member Etten suggested that Mr. Hughes consult with the City's Parks & Recreation
6 Department, as well as the Public Works/Engineering Department, to pre-plan and determine
7 how best to make that connection and incorporate the city-owned park property across the
8 road; as part of the park dedication portion of the project. Member Etten opined that those
9 were partnerships that would provide value for residents and make the project a positive for the
10 entire community.
11

12 At the request of Member Etten, Mr. Hughes briefly addressed pollutants found on properties
13 to the north of this project site, and their award of a small grant to assist in their estimated site
14 clean-up costs of \$250,000; with the above-ground pollutants (e.g. asbestos) covered in the
15 project's overall costs.
16

17 At the request of Member Etten, Ms. Kelsey reviewed the balance in the SAC funds, and the
18 process for determining those account balances; and how it related to the former Owasso
19 School site, also open for development in the future. Member Etten expressed his concern that
20 sufficient funds remain in the balance to address potential development of that site. Ms.
21 Kelsey advised that the SAC fee countdown clock began upon demolition of existing
22 structures, which had already been accomplished; and advised that she would further research
23 that status.
24

25 At the request of Member Etten, Mr. Hughes addressed their request for SAC fee assistance
26 from the City for 2015, the anticipated construction start, and future increases as they increased
27 at an estimated \$50 per year per unit.
28

29 At the request of Chair Maschka, Member Etten, in his role as City Councilmember, noted that
30 the City Council majority was fully supportive of completing building demolition and
31 completion of Twin Lakes Parkway as soon as feasibly possible; with staff continuing to work
32 on time frames and financing issues. Member Etten stated that this was a City Council priority
33 and should be a community priority as well.
34

35 Chair Maschka suggested this may create support for an enabling sales tax.
36

37 Member Etten noted that, if it could be used for this purpose, it may be prudent; however, he
38 noted that various impacts for the City and its residents and for long-term planning; even if the
39 request was approved by the legislature.
40

41 At the request of Member Lee, Mr. Hughes addressed the justification for reducing 3-bedroom
42 units compared to previous development proposals and City Council preference to avoid
43 concentrating families in one building versus an intergenerational approach. Mr. Hughes noted
44 that, upon consulting with the MHFA, the proposed unit allotment would provide the
45 affordable housing option as well as support senior housing, especially if placing seniors in the
46 walk out units similar to the concept of a townhome. Mr. Hughes reviewed the projected
47 breakdown of units: 50% to 60% as 1-bedroom units or 1-bedroom plus den; 20% to 25% 2
48 bedroom units; and the balance 3-bedroom units. While this served to create predominantly
49 smaller units, Mr. Hughes opined that this was where the market was at this time; and would
50 also limit their financing gap request to the City and outside financial sources.
51

52 Chair Maschka spoke in support of the intergenerational, non-segregated approach for the
53 units.
54

HRA Meeting
Minutes – Tuesday, May 20, 2014
Page 7

Member Etten referenced the former Sienna Green renovation project and the majority of 1-bedroom units with the exception of those units in the newly constructed building; and how these smaller units would address the apparent shortage or need for rental units for families, including how to address visitors or possible assistance for family members on a short-term basis.

Mr. Hughes noted that this was a fair observation; and advised that the new building would allow for that flexibility in the 1-bedroom plus den units. However, while this project is enhanced by the connection to Langton Lake, Mr. Hughes opined that this site was less conducive for family housing due to its location. Mr. Hughes further opined that, while it's appropriate to achieve that mix and to meet the good policy objectives of the City, this was not the project to push the market, but rather should be developed to be well-received by the current housing market.

At the request of Chair Maschka, Mr. Hughes anticipated construction beginning early in 2015.

Motion: Member Elkins moved, seconded by Member Majerus, recommendation by the RHRA for City support to assist in the redevelopment of 2785 Fairview Avenue by establishing a tax increment financing (TIF) District; and provide assistance with sewer access charge ISAC) fees, contingent on a final underwriting review by Springsted.

Ayes: 5

Nays: 0

Motion carried.

Motion: Member Majerus moved, seconded by Member Elkins, to authorize staff to prepare a letter of support from the RHRA committing to use of \$270,000 of the allotted Community Development Block Grant (CDBG) funds; and allowing submission by the RHRA of an application for Living Community Development Account (LCDA) funds to assist with the development of 190 housing units, 64 of which would be affordable.

Ayes: 5

Nays: 0

Motion carried.

Motion: Member Lee moved, seconded by Member Etten, adoption of RHRA Resolution No. 57 entitled, "Support for Sherman and Associates, Inc. Application for Minnesota Housing Finance Agency Funds and Livable Communities Demonstration Account Funds."

Ayes: 3

Nays: 0

Motion carried.

10. Information Reports and Other Business (Verbal Reports by Staff and Board Members)

a. Multi-family Rental Licensing Update

Ms. Kelsey advised that 144 applications for inspection had been received to-date; with only 18 properties, representing eight different property owners, not making application. Ms. Kelsey advised that staff would follow-up with those property owners to determine their rationale in not applying; with inspections scheduled to begin the first of June. Ms. Kelsey advised that so far, staff had fielded few questions about the program. Ms. Kelsey noted that the majority of the feedback from property owners and/or managers had been positive; and they considered the program fair to good property owners based on their perspectives.

Regular City Council Meeting

Monday, July 22, 2013

Page 31

b. Discuss Hagen Property Development

Interim City Manager Trudgeon introduced and welcomed Andy Hughes, Sherman Associates and Sherman Architect Link Wilson, referencing detail included in the RCA and attached Planning Commission meeting minutes.

Mr. Wilson reviewed his involvement with Sherman Associates since 1987 and provided examples of other projects completed throughout the metropolitan area. Mr. Wilson noted the potential of the Hagen Property site adjacent to Langton Lake and its amenities along with existing development to the north, allowing for the City's re-envisioning for this part town. Mr. Wilson advised that the proposal for this phased development was for a four (4) story, masonry and panel designed and modern architectural approach, with balconies, hidden parking and connection to pathways to the east to access the Park & Ride facility and on the south to access bus transportation; and employment to the south and east. Mr. Wilson opined that this would provide a dynamic project not yet seen in Roseville, and expressed the firm's excitement for this proposed project.

Mr. Hughes anticipated breaking ground for the market-rate and retail/office phase in the spring of 2014, with the rest to be completed in 2015. Mr. Hughes reiterated the firm's excitement with this being their first project in Roseville.

Discussion included the proposal to use Langton Lake as an asset and how and if the intent was to overtly connect the development to the lake, with the hope to make a connection to Twin Lakes Parkway and natural paths through partnership with the City for buildings in the development and focus of activities and attention on the east side of the building, with the north side intended to be a softer approach with a potential for independent townhomes that could serve as a gateway to the lake.

At the request of Councilmember Willmus, Mr. Hughes advised that until their financial due diligence had been completed with their lenders for market rate underwriting for the project he could not project the amount of TIF dollars that may be requested. Mr. Hughes noted that there were many variable factors including construction pricing, advising that this represented the first market rate development in Roseville since 1987 (Lexington Apartments); but anticipated that they would be seeking a significant amount of TIF assistance.

At the request of Councilmember McGehee regarding the proposed size for the tot lot, Mr. Hughes advised that designs were still being developed and at the next meeting he could provide photos of other tot lots they had done, but anticipated that this one would be approximately 50' x 35', similar in size to the City Council Chambers, fully fenced and holding a number of different areas.

Regular City Council Meeting

Monday, July 22, 2013

Page 32

Further discussion ensued regarding whether there was a consensus regarding connecting and/or extension of Twin Lakes Parkway, with the roadway and its re-alignment long platted with the City having purchased the property with the intention of extending the Parkway aligning with Terrace Drive further south to create an intersection and officially mapped in the 1980's; the existing City pond on the site and future use as a retention area depending on negotiations and stormwater management on the site in conjunction with City Engineer Bloom; proposed style of construction for each phase; and planning for a more flexible product for mixed use developments.

Regarding a future TIF funding request, Councilmember Willmus alerted the developer that one thing he personally gave significant consideration to was long-term job creation, as well as long-term ownership of a project by the developer. While he had also asked this question at the HRA presentation, for the benefit of the City Council and public, Councilmember Willmus requested that the developer review their company's philosophy regarding ownership of their developments.

Mr. Hughes responded that most developers sold their properties with the exception of condominiums; however, he advised that it was very rare that Sherman Associates sold their developments; and planned to develop, construct, own and manage the development along with the other buildings in their portfolio, for the long-term. Regarding job creation, Mr. Hughes advised that the Phase II portion of the project, defined for office/medical use, was intended to address that criteria.

Regarding his perspective on use of TIF funds, Mayor Roe stated that if TIF funds could achieve structured versus surface parking for the project, he would be willing to consider TIF to fill those funding gaps. Mayor Roe advised that other parking amenities (e.g. deck parking) that would open more green space would also increase his interest in providing TIF funding, as well as any shared parking options.

Mr. Hughes advised that, in attempting to have the housing component meet the requested amenities for top market rentals in Roseville, the underground parking and other amenity package proposed should accomplish the goals even at a significant cost but also provide a standard for Roseville and help renew apartment developments in Roseville.

At the request of Mayor Roe regarding the proposed use for DEED grant funding, Mr. Trudgeon advised that it was intended to demolish the existing Hagen building, asbestos removal and other site preparation costs, estimated at \$440,000, with August 1, 2013 as the application deadline. If the grant was approved, Mr. Trudgeon advised that a Memorandum of Understanding (MOU) would be prepared and presented to the City Council in the future. Mr. Trudgeon pointed out a typographical error in the draft ordinance.

Regular City Council Meeting

Monday, July 22, 2013

Page 33

Willmus moved, Laliberte seconded, adoption of Resolution No. 11082 entitled, "Resolution of Applicant", a DEED Redevelopment Grant application for the property located at 2785 Fairview Avenue;" *as amended to correct the typographical error from "2008" to "2013" in the first "BE IT RESOLVED."*

Roll Call

Ayes: McGehee; Willmus; Laliberte; Etten; and Roe.

Nays: None.

Mr. Trudgeon advised that the applicant and staff would return in the near future with a request for TIF funding based on the criteria and guidelines identified in the City's TIF Policy.

13. Business Items (Action Items)

a. Approve Springsted Amended Proposal for City Manager Search Services

Human Resources Manager Eldona Bacon briefly reviewed the Amended Springsted Contract for City Manager Search services as detailed in the RCA dated July 22, 2013, based on direction of the City Council at their July 8, 2013 meeting. With further negotiations with Springsted, and City Council preference for the firm not to be involved in the interview process, while this would alleviate the placement guarantee from the contract, Ms. Bacon advised that this would save \$4,900 in costs. Given the importance identified by Springsted to their overall process, Mr. Bacon advised that upon further negotiation, they had agreed to add that part back into the contract at a reduced cost of \$2,500.

Councilmembers Laliberte and Etten expressed confusion as to what the final decision had been by the City Council for their involvement in the interview process or if they had decided on the full package and process.

Even though he was unsure why this item was pulled or brought back for reconsideration, Councilmember Willmus took the opportunity to seek a revision to the entire process. Councilmember Willmus opined that he would frankly like to hold off doing anything with the City Manager Search process, and proceed through the entire budget cycle with the Interim City Manager and see how it went. Councilmember Willmus opined that this could provide an opportunity to vet some things found problematic in the past and to further determine which direction they wished to pursue. Councilmember Willmus advised that he had not yet personally determined a clear direction and strongly recommended holding off doing anything until January 1, 2014.

Councilmember Laliberte stated that she had similar interest in following that route; and as the one asking that this item be brought back for reconsideration, for which she thanked Councilmembers for their support in doing so. Given the many things currently weighing heavily on Ms. Bacon as the City's only Human

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 9th day of June, 2014 , at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES
DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING AN
APPLICATION FOR GRANT FUNDS TO ASSIST WITH THE
REDEVELOPMENT OF 2785 FAIRVIEW AVENUE**

WHEREAS the City of Roseville is a participant in the Livable Communities Act's Housing Incentives Program for 2014 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS the City has identified a proposed project within the City that meets the Demonstration Account's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City agrees to act as legal sponsor for the project contained in the grant application submitted on June 30, 2014; and

WHEREAS the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed project or key components of the proposed project can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

1. Finds that it is in the best interests of the City's development goals and priorities for the proposed project to occur at this particular site and at this particular time.
2. Finds that the project component(s) for which Livable Communities Demonstration Account funding is sought:
 - (a) will not occur solely through private or other public investment within the reasonably foreseeable future; and
 - (b) will occur within three years after a grant award only if Livable Communities Demonstration Account funding is made available for this project at this time.
3. Represents that the City has undertaken reasonable and good faith efforts to procure funding for the project component for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years and states that this representation is based on the following reasons and supporting facts:
 - (a) On June 9, 2014, the City Council approved the establishment of a Housing TIF district for the redevelopment of 2785 Fairview Avenue in 190 units of mixed income rental housing. The project will be leveraging other sources of funds for other uses in the project; however, the existing sources are insufficient to pay for all eligible costs, and the cost for putting in a public road, improving the storm water management improvements and assistances with acquiring the site fall outside the boundaries of the TIF district and are not eligible costs under the low income housing tax credit program. The Roseville HRA also has contributed CDBG funds to assist with the creation of affordable housing mix.
 - (b) Linking the development to a park and ride is an important element of the project. However, the city's capital improvement budgets for 2014 and 2015 does not have enough funding for the completion of the Twin Lakes Parkway

75

- 76 4. Authorizes its Housing and Redevelopment Authority to submit on behalf of the
77 City an application for Metropolitan Council Livable Communities
78 Demonstration Account grant funds for the project component(s) identified in the
79 application, and to execute such agreements as may be necessary to implement
80 the project on behalf of the City.

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

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

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89 and the following voted against the same: none.

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91 WHEREUPON said resolution was declared duly passed and adopted.

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1 **EXTRACT OF MINUTES OF MEETING**
2 **OF THE**
3 **CITY COUNCIL OF THE CITY OF ROSEVILLE**

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5 * * * * *

6
7 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City
8 of Roseville, County of Ramsey, Minnesota was duly held on the 9th day of June, 2014,
9 at 6:00 p.m.

10
11 The following members were present:

12
13 and the following were absent: .

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15 Member introduced the following resolution and moved its adoption:

16
17 **RESOLUTION No.**
18

19 **RESOLUTION EXPRESSING INTENT TO CREATE AND ADMINISTER A**
20 **HOUSING TAX INCREMENT FINANCE DISTRICT FOR AND CONSIDER**
21 **THE WAIVING OF SEWER ACCESS CHARGES FOR THE**
22 **REDEVELOPMENT OF 2785 FAIRVIEW AVENUE**

23 **WHEREAS**, the City of Roseville has been working to redevelop the Twin Lakes Area
24 and has identified a need for mixed income housing to meet the community needs
25 identified in the 2013 Comprehensive Multifamily Housing Needs Analysis; and

26 **WHEREAS**, the City Comprehensive Plan goal is to provide a wide variety of housing
27 options in order to retain and attract a diverse mix of people and family types with
28 various economic statuses, ages, and abilities; and

29 **WHEREAS**, the City has been working to redevelop a contaminated and blighted
30 property in the Twin Lake Redevelopment Area; and

31
32 **WHEREAS**, the City has adopted the Twin Lakes Public Financial Participation
33 Framework on March 3, 2008 and the proposed project meets 1/3 of the scoring criteria
34 for Tax Increment Financing Assistance in the Twin Lake Redevelopment Area; and

35
36 **WHEREAS**, Sherman Associates has been working on redeveloping 2785 Fairview into
37 190 units of mixed income housing; and

38
39 **WHEREAS**, it is anticipated that to successfully redevelop 2785 Fairview into mixed
40 income housing will require assistance in the form of Tax Increment Financing in order
41 to achieve financial feasibility; and
42

43 **WHEREAS**, the City will consider the waiving of Sewer Access Charges if so
44 determined the need exists.

45
46 **NOW THEREFORE BE IT RESOLVED**, that subject to further verification of
47 development financing need that substantiates that “but for” the use of Tax Increment
48 Financing for the redevelopment of 2785 Fairview would be unable to proceed and Sewer
49 Access Charges need to be waived, the City intends to create and administer a Tax
50 Increment Finance district limited in terms sufficient to minimally meet financial
51 requirements of the development in compliance with state statutes.

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

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

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61 and the following voted against the same: none.

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63 WHEREUPON said resolution was declared duly passed and adopted.
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By: _____
Mark Gaughan, City Attorney

REQUEST FOR COUNCIL ACTION

Date: 6-9-14
Item No.: 14 . a

Department Approval



City Manager Approval



Item Description: Consider Park Building Network Connectivity with Electronic Door Access Control, Video Security and Public Wireless Internet

BACKGROUND

At the May 12, 2014 City Council meeting, it was requested that staff bring back a proposal to equip park buildings and shelters with electronic door access, wireless internet access and video security systems.

City staff has been working together with the IT Division (who has been working on a city wide program) to identify the optimal approach that is consistent with other city facilities and the associated costs. The information is as follows:

1) Network Connectivity

The current electronic door access and video security systems and building wireless Internet access provided in buildings on the City Hall campus utilize the city IP network for device connectivity. The buildings that comprise the City Hall Campus network (City Hall, Skating Center, License Center, Public Works garage and Fire Station) are connected together via the City Fiber Network (“CFN”). Additionally the CFN reaches out to Cedarholm Golf Course, Harriet Alexander Nature Center, Fairview Water Tower, as well as the two closed fire stations. The CFN provides a fast and secure transport necessary to provide IP-based network services to city facilities.

Extending the city electronic door access, IP video security and Internet access to park buildings and shelters will require connecting these facilities by extending the CFN or via Internet virtual private network (VPN) connections using DSL (phone line), LTE (4G wireless broadband) or Comcast HSN (cable modem).

Network Connection Recommendation – For the newly constructed buildings and existing shelters the initial connection method will use Verizon 4G (LTE) wireless broadband data services. It is also recommended to extend the CFN to the Arboretum Building from the existing connection at the Nature Center. See accompanying report.

Network Equipment and Service - Newly Constructed Park Buildings (6)

To purchase the network switch and router, equipment cabinet, UPS and a City IP Telephone (staff office only) for the 6 newly constructed buildings at Autumn Grove, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park is estimated at \$13,350.

It is necessary that each building have network connectivity to support the additional services described in this report so it is recommended to install the required network equipment with the cost of \$13,350 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs for maintenance of the network equipment by in house IT staff is estimated at \$ 4,132 per year. Mobile broadband data services is estimated at \$60 per month per building (\$4,320 per year).

Network Connectivity - Existing Shelters in Central Park (4) To purchase the network switch and router, equipment cabinet and UPS for the existing Jaycee Shelter, Central Park Foundation Shelter, Lions Shelter and FOR Parks Shelter (4 buildings) is estimated at \$8,000.

It is necessary that each building have network connectivity to support the additional services described in this report so it recommended to install the required network equipment with the cost of \$8,000 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs for maintenance of the network equipment by in house IT staff is estimated at \$ 2,755 per year. Mobile broadband data services is estimated at \$60 per month per building (\$2,880 per year).

2) Electronic Door Access

Newly Constructed Park Buildings (6)

As part of the approved contract, the newly constructed park buildings will be ready (all conduit installed) to accept electronic door access to the front door, gathering room and warming area.

The estimated cost to provide electronic access hardware and wiring to the front door of the newly constructed buildings at Autumn Grove, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park is \$27,000.

The estimated cost to provide electronic access hardware and wiring to the gathering areas and warming areas of the newly constructed buildings at Autumn Grove, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park is \$60,000. This is suggested to be done at a later date.

It is recommended to install the electronic access feature for the front doors only at an estimated cost of \$27,000 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs are for the electronic access software and hardware is estimated at \$40 per year per controlled door (\$240 – 6 doors).

Existing Park Buildings and Shelters in Central Park (6)

This includes the Jaycee Shelter, Central Park Foundation Shelter, Lions Shelter, FOR Parks Shelter, Arboretum Building and the Harriet Alexander Nature Center.

The estimated cost to provide electronic access hardware and wiring to the front door and other public use doors (restrooms) of the existing Jaycee Shelter, Central Park Foundation Shelter, Lions Shelter, FOR Parks Shelter, Arboretum Building and the Harriet Alexander Nature Center is \$60,000.

It is recommended to install this feature at this time for an estimated cost of \$60,000 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs are for the electronic access software and hardware is estimated at \$40 per year per controlled door (\$480 – 12 doors).

3) Video Security Systems

Newly Constructed Park Buildings (6)

To purchase indoor rated IP network-based video cameras for the vestibule area only (to monitor the coming and going) for the 6 newly constructed buildings at Autumn Grove, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park is estimated at \$4,320.

The cost for the wiring and the conduit (1 camera per building) at this time for the above mentioned buildings is included in the new building construction wiring plan.

It is recommended to install this feature for an estimated cost of \$4,320 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs are for the video security software licenses and server hardware is estimated at \$60 per year per camera (\$360 – 6 Cameras).

Existing Park Buildings and Shelters in Central Park (6)

To purchase outdoor rated, vandal resistant cameras for the existing Jaycee Shelter, Central Park Foundation Shelter, Lions Shelter, FOR Parks Shelter, and indoor rated cameras for the Arboretum Building and the Harriet Alexander Nature Center is estimated at \$6,320.

The cost for the wiring (1 camera per building) is estimated at \$1,800.

It is recommended to install this feature for a total estimated cost of \$8,120 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

Ongoing costs are for the video security software licenses and server hardware is estimated at \$60 per year per camera (\$360 – 6 Cameras).

4) Internet Access

The optimal plan to provide wireless Internet access in city parks and buildings would require extending the CFN to all locations. It is estimated that this would cost \$418,400 to install fiber (see item #6) only to the 6 newly constructed park building. Given the high cost, the initial plan to use 4G mobile broadband services for building network connectivity will not provide sufficient bandwidth and access control to provide open the “CityGuest” Internet access that is available at other City buildings connected to the CFN. The 4G service would be reserved only for communications to building access control and IP video security.

5) Summary of Costs

	<u>New Buildings(6)</u>	<u>Existing Buildings(6)</u>	<u>Total Capital</u>	<u>Annual</u>
Network Connectivity	\$13,350	\$8,000	\$21,350	\$7200
Electronic Door Access (primary)	\$27,000	\$60,000	\$87,000	\$720
Electronic Door Access (delay secondary)	\$60,000	N/A	\$60,000	\$480
Video Security System	\$4,320	\$8,120	\$12,440	\$720
Internet Access (Arboretum Building)	N/A	\$8,000	\$8,000	N/A
Sub Total	\$104,670	\$84,120	\$188,790	\$9,120
Electronic Door Access (delay secondary)	(\$60,000)	N/A	(\$60,000)	(\$480)
Total Recommended	\$44,670	\$84,120	\$128,790	\$8,640

6) Consideration of Fiber Connecting Selected Sites

A number of the newly constructed park buildings are located near the existing CFN with other buildings a significant distance away.

Sandcastle Park - 3060 Patton Road

Distance to CFN -15,700'

Estimated Cost - \$151,200

Rosebrook Park – 2590 Fry Street

Distance to CFN – 1,200'

Estimated Cost - \$19,200

Oasis Park – 1700 County Road C2

Distance to CFN – 5,200'

Estimated Cost -\$83,200

Autumn Grove Park – 1365 Lydia Avenue

Distance to CFN – 2,900'

Estimated Cost - \$46,400

Lexington Park – 2131 Lexington Avenue N

Distance to CFN – 2,700

Estimated Cost - \$43,200

Villa Park – 2055 Cohansey Blvd N

Distance to CFN – 4,700'

Estimated Cost - \$75,200

Arboretum – 2525 Dale Street N

Distance to CFN – 350'

Estimated Cost - \$8,000

Buildings connected to the CFN would have access to managed “CityGuest” Internet access and additionally could support additional IP video security cameras and other data services.

Due to the proximity, it is recommended to install fiber to the Arboretum Building for a total estimated cost of \$8,000 to be taken from the \$150,000 budgeted 2014 Parks and Recreation Capital Improvement Fund.

POLICY OBJECTIVE

It is the policy of the City to provide safe, secure and accessible improvements to City facilities.

BUDGET IMPLICATIONS

The total capital cost of installing network connectivity, electronic door access and video security as described is estimated to cost \$128,790 to install. The annual operating costs for these systems are estimated at \$8,640.

STAFF RECOMMENDATION

Based on the interest to provide safe and secure facilities, it is the staff recommendation to add network connectivity to support electronic door access, video surveillance cameras and Internet access in locations as presented.

REQUESTED COUNCIL ACTION

Discussion and guidance

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