



City Council Agenda

Monday, September 14, 2009

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order for September: Roe, Pust, Ihlan, Johnson, Klausing
- 6:02 p.m. **2. Approve Agenda 7.n added-Declare HRA Vacancy / Process**
- 6:05 p.m. **3. Public Comment**
- 6:10 p.m. **4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report**
- 6:15 p.m. **5. Recognitions, Donations, Communications**
 - a. Proclaim September 15 to October 15, 2009 to be Hispanic Heritage Month
- 6:20 p.m. **6. Approve Minutes**
 - a. Approve Minutes of August 24, 2009 Meeting
- 6:25 p.m. **7. Approve Consent Agenda**
 - a. Approve Payments
 - b. Approve Business Licenses
 - c. Approve General Purchases and Sale of Surplus Items Exceeding \$5,000
 - d. Set Public Hearing on September 28, 2009 for On-Sale Wine and On-Sale 3.2% Liquor License for Szechuan, Inc.
 - e. Accept \$600 Donation from Target Corporation
 - f. Receive Quarterly Update of Imagine Roseville 2025 Medium and Long Term Goals
 - g. Adopt Restated Cafeteria Plan Documents
 - h. Approve 2009 Law Enforcement Legal Services Contract Terms
 - i. Approve Joint Powers Agreement with Forest Lake for IT

Support

- j. Adopt a Resolution Identifying Need for LCDA Grant Funds and Allowing Submission of a Grant Application for the Sienna Green (HarMar) Apartments Phase 2
- k. Approve Extension for Har Mar Apartment Livable Communities Demonstration Account Grant and Tax Base Revitalization Account Grant
- l. Adopt a Resolution Awarding Bid for Rosewood Neighborhood Drainage Improvements
- m. Set Public Hearing on September 29, 2009 for an Off-Sale Intoxicating Liquor License for Network Liquors LLC

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

9. General Ordinances for Adoption

10. Presentations

11. Public Hearings

12. Business Items (Action Items)

6:45 p.m. a. Approve City Abatement for Unresolved Code Violations at 2815 Rice Street *Item Pulled*

6:55 p.m. b. Approve Issuance of a Ramsey County Court Citation for Unresolved Code Violations at 2433 Simpson

7:05 p.m. c. Approve City Abatement for Unresolved Code Violations at 1350 Ryan *Item Pulled*

7:15 p.m. d. Adopt a Resolutions Adopting the 2010 Preliminary Tax Levy and Budget

8:00 p.m. e. Adopt a Resolution Adopting the the 2010 Preliminary HRA Tax Levy

8:15 p.m. f. Consider Scheduling Additional Meetings to Discuss the 2010 Budget

13. Business Items – Presentations/Discussions

8:25 p.m. a. Receive Springsted Report on Budget Program Cost Analysis

9:10 p.m. b. Discussion of Planning and Zoning Issues

9:25 p.m. **14. City Manager Future Agenda Review**

9:30 p.m. **15. Councilmember Initiated Items for Future Meetings**

16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	Sep 15	6:00 p.m.	Housing & Redevelopment Authority Cancelled
Saturday	Sep 19	8:30 a.m.	Parks and Recreation Commission Annual Park Tour Departing from the Nature Center, 2520 Dale St North, Roseville, MN 55113
Monday	Sep 21	6:00 p.m.	City Council Meeting
Tuesday	Sep 22	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Sep 28	6:00 p.m.	City Council Meeting (Joint Meeting with the Human Rights Commission)
Tuesday	Oct 6	6:30 p.m.	Parks & Recreation Commission
Wednesday	Oct 7	6:30 p.m.	Planning Commission
Monday	Oct 12	6:00 p.m.	City Council Meeting

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



Hispanic Heritage Month September 15 - October 15, 2009

Whereas: The City of Roseville is committed to recognizing and honoring contributions of all members of our community; and

Whereas: September 15 is the anniversary of independence for five Latin American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua; and Mexico achieved independence on September 16; and Chile achieved independence on September 18; and

Whereas: In 1988 the United States Congress adopted a resolution designating September 15 to October 15 of each year as National Hispanic Heritage Month; and

Whereas: The Hispanic community has a long history of contributions in language, history, music, arts, written words, education, sports, discoveries and other areas; and

Whereas: Hispanic Americans bring a rich cultural heritage representing many countries, ethnicities and religious traditions which contribute to America's future; and

Whereas: Approximately two percent of Roseville residents identify themselves as being Hispanic; and

Whereas: The City invites all members of the Roseville community to honor the 2009 Hispanic Heritage Month "Embracing the Fierce Urgency of Now."

Now, Therefore Be It Resolved, that the City Council hereby proclaim September 15 to October 15, 2009 to be Hispanic Heritage Month 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 fourteenth day of September 2009.

Mayor Craig D. Klausing

Date: 9/14/09
Item: 6.a
Minutes of 8/24/09

No Attachment

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/2009

Item No.: 7.a

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$1,881,477.94
56077—56317	\$732,283.71
Total	\$2,613,761.65

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: n/a

Accounts Payable

Checks for Approval

User: mjenson

Printed: 09/03/2009 - 11:16 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/20/2009	Recreation Fund	Operating Supplies	R & R Specialties Inc	Front Axle	296.81
0	08/20/2009	Recreation Fund	Training	R & R Specialties Inc	Maintenance Seminar-Hockemeyer	110.00
0	08/20/2009	Community Development	Transportation	Thomas Paschke	Mileage Reimbursement	100.10
0	08/20/2009	Internal Service - Interest	Investment Income	M&I Marshall & Ilsley Bank	Safekeeping	551.49
0	08/20/2009	Community Development	Office Supplies	Jamie Radel	Reimbursement	33.19
0	08/20/2009	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-July 2009	2,669.20
0	08/20/2009	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 8/11 Payroll	5,504.18
0	08/20/2009	General Fund	210501 - PERA Life Ins. Ded.	NCPERS Life Ins#7258500	Payroll Deductionf or 8/11 Payroll	80.00
0	08/20/2009	General Fund	210600 - Union Dues Deduction	Local Teamsters #320	Payroll Deductionf or Union Dues	578.24
0	08/20/2009	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for 8/11 Payroll	1,257.92
0	08/20/2009	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	1,923.00
0	08/20/2009	Golf Course	Vehicle Supplies	Cushman Motor Co Inc	Filter, Pump	151.13
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Outlets, Washers, Nails	20.70
0	08/20/2009	P & R Contract Maintenance	Use Tax Payable	North Heights Hardware Hank	Sales/Use Tax	-1.33
0	08/20/2009	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Twin Lake right-of-way Acquisition	7,952.50
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Servi	
0	08/20/2009	P & R Contract Maintenance	Use Tax Payable	North Heights Hardware Hank	Ruler, Stem	8.29
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Sales/Use Tax	-0.53
0	08/20/2009	P & R Contract Maintenance	Use Tax Payable	North Heights Hardware Hank	Sodium Phosphate, Fasteners	29.57
0	08/20/2009	General Fund	Vehicle Supplies	North Heights Hardware Hank	Sales/Use Tax	-1.90
0	08/20/2009	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	2009 Blanket PO for Vehicle Repairs	26.02
0	08/20/2009	General Fund	Operating Supplies	McMaster-Carr Supply Co	Sales/Use Tax	-1.67
0	08/20/2009	Information Technology	Professional Services	SHI International Corp	Software	1,795.50
0	08/20/2009	Storm Drainage		WSB & Associates, Inc.	Walsh Lake Watershet drainage analysis	724.00
0	08/20/2009	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Twin Lake right-of-way Acquisition	1,996.50
0	08/20/2009	General Fund	Employer Insurance		Servi	
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	Information Technology	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	62.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	61.67
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	682.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	62.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	62.00
0	08/20/2009	Recreation Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	P & R Contract Maintenance	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	93.00
0	08/20/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	Community Development	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	Community Development	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	31.00
0	08/20/2009	License Center	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	154.67
0	08/20/2009	Sanitary Sewer	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	62.00
0	08/20/2009	Water Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	93.00
0	08/20/2009	Storm Drainage	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	61.67
0	08/20/2009	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	-1,642.01
0	08/20/2009	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-July 2009	4,809.34
0	08/20/2009	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	33,983.64
0	08/20/2009	Golf Course	Operating Supplies	MTI Distributing, Inc.	Conv SVC ASM	388.12
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Plug Filter	21.75
0	08/20/2009	Golf Course	Operating Supplies	MTI Distributing, Inc.	Shaft Roller, Bushing	154.53
0	08/20/2009	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Professional Services April 2009	60,406.04
0	08/20/2009	Recreation Fund	Operating Supplies	Grainger Inc	Elbows, Split Rings	79.59
0	08/20/2009	General Fund	Vehicle Supplies	Grainger Inc	2009 Blanket PO for Vehicle Repairs	13.80
0	08/20/2009	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Tickets	183.67
0	08/20/2009	Water Fund	Professional Services	Gopher State One Call	Billable Tickets	183.67
0	08/20/2009	Storm Drainage	Professional Services	Gopher State One Call	Billable Tickets	183.66
0	08/20/2009	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Tickets	222.92
0	08/20/2009	Water Fund	Professional Services	Gopher State One Call	Billable Tickets	222.92
0	08/20/2009	Storm Drainage	Professional Services	Gopher State One Call	Billable Tickets	222.91
0	08/20/2009	Golf Course	Merchandise For Sale	Sysco Mn	Food for Resale	153.43
0	08/20/2009	Golf Course	Operating Supplies	Sysco Mn	Supplies	54.77
0	08/20/2009	Recreation Fund	Operating Supplies	Sysco Mn	Supplies	57.34
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	Toilet Tissue	61.99
0	08/20/2009	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	2009 Blanket PO for Pipe and Castings	1,334.45
0	08/20/2009	Water Fund	Operating Supplies	ESS Brothers & Sons, Inc.	Pipe and Castings	702.90
0	08/20/2009	Sanitary Sewer	Operating Supplies	ESS Brothers & Sons, Inc.	Pipe and Castings	3,689.16
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Fuses	11.74
0	08/20/2009	P & R Contract Maintenance	Use Tax Payable	North Heights Hardware Hank	Sales/Use Tax	-0.75
Check Total:						132,944.50
0	08/20/2009	Community Development	Training	Katherine Schlundt	Class Reimbursement	504.60
0	08/20/2009	Golf Course	Advertising	Star Tribune	Advertising	155.49
0	08/20/2009	General Fund	Professional Services	Ratwik, Roszak & Maloney, PA	Legal Services July 2009	9,621.25
0	08/20/2009	Recreation Fund	Professional Services	Ratwik, Roszak & Maloney, PA	Legal Services July 2009	509.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/20/2009	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Legal Services July 2009	4,037.55
0	08/20/2009	License Center	Transportation	Bridget Koeckeritz	Mileage Reimbursement	94.60
0	08/20/2009	General Fund	Transportation	Dean Findell	Mileage Reimbursement	13.20
0	08/20/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	113.92
0	08/20/2009	General Fund	Transportation	William Malinen	Mileage Reimbursement	94.16
0	08/20/2009	License Center	Rental	Gaughan Properties	Motor Vehicle Rent-Sept 2009	2,500.00
0	08/20/2009	License Center	Rental	Gaughan Properties	Motor Vehicle Rent-Sept 2009	1,700.00
0	08/20/2009	Recreation Fund	Transportation	Rick Schultz	Mileage Reimbursement	86.35
0	08/20/2009	Recreation Fund	Transportation	Jeff Evenson	Mileage Reimbursement	195.25
0	08/20/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	564.65
0	08/20/2009	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	2nd Qtr Programming/Webstreaming	900.00
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	128.29
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	130.86
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	352.49
0	08/20/2009	General Fund	209001 - Use Tax Payable	Catco Parts & Service Inc	Sales/Use Tax	-0.16
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	150.03
0	08/20/2009	General Fund	209001 - Use Tax Payable	Catco Parts & Service Inc	Sales/Use Tax	-0.17
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	163.45
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	81.85
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	7.46
0	08/20/2009	General Fund	Contract Maintenance Vehicles	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	2,916.40
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	29.02
0	08/20/2009	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2009 Blanket PO for Vehicle Repairs	60.89
0	08/20/2009	General Fund	Operating Supplies	Flint Hills Resources	Demurrage Fee	202.50
0	08/20/2009	General Fund	Operating Supplies	Flint Hills Resources	Demurrage Fee	202.50
0	08/20/2009	General Fund	Operating Supplies	Flint Hills Resources	Demurrage Fee	472.50
0	08/20/2009	General Fund	Operating Supplies	Flint Hills Resources	Demurrage Fee	607.50
0	08/20/2009	General Fund	Operating Supplies	City of St. Paul	River Print Notice	410.00
0	08/20/2009	Recreation Improvements	Other Improvements - Dale Fence	Midwest Fence	Bench, Posts	6,310.12
0	08/20/2009	Recreation Improvements	Use Tax Payable	Midwest Fence	Sales/Use Tax	-385.12
0	08/20/2009	Sanitary Sewer	Professional Services	Crescent Electric Supply Co	Hoff-E Enclosure	80.11
0	08/20/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Brass Supplies	56.85
0	08/20/2009	Storm Drainage	Professional Services	WSB & Associates, Inc.	Walsh Lake Watershet drainage analysis	757.00
0	08/20/2009	Storm Drainage	Professional Services	WSB & Associates, Inc.	Walsh Lake Watershet drainage analysis	2,876.00
0	08/20/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	31.36
0	08/20/2009	General Fund	Vehicle Supplies	O'Reilly Automotive Inc	Latex Gloves	57.81
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	Credit	-75.00
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	7.44
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	14.15
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	107.38
0	08/20/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	52.05
0	08/20/2009	General Fund	Utilities	Xcel Energy	Fire #3	737.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/20/2009	Recreation Fund	Utilities	Xcel Energy	Nature Center	282.45
0	08/20/2009	Water Fund	Utilities	Xcel Energy	Water	7,808.46
0	08/20/2009	License Center	Utilities	Xcel Energy	Motor Vehicle	636.03
0	08/20/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	13.85
0	08/20/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	30.40
0	08/20/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	14.76
0	08/20/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	14.62
0	08/20/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	118.87
0	08/20/2009	General Fund	Operating Supplies City Garage	Grainger Inc	Pleated Filter	40.78
0	08/20/2009	General Fund	Operating Supplies	Sysco Mn	Paper Cups	57.74
0	08/20/2009	Recreation Improvements	Other Improvements	Bachmans Inc	Tree for Arbor Day Celebration	35.41
0	08/20/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	12.70
0	08/20/2009	General Fund	Operating Supplies City Garage	Eagle Clan Enterprises, Inc	Toilet Tissue, Can Liners	209.74
0	08/20/2009	General Fund	Operating Supplies City Garage	Eagle Clan Enterprises, Inc	Roll Towels, Toilet Tissue	480.93
Check Total:						47,390.98
0	08/26/2009	Information Technology	Operating Supplies	Micro Center-ACH	PCI Controller	171.03
0	08/26/2009	Water Fund	Water Meters	McMaster-Carr-ACH	Brass Hex Adapter	42.65
0	08/26/2009	Water Fund	Use Tax Payable	McMaster-Carr-ACH	Sales/Use Tax	-2.74
0	08/26/2009	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Fishing Clinic Supplies	51.98
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Fuse Plugs	28.78
0	08/26/2009	Recreation Fund	Operating Supplies	Cub Foods- ACH	HANC Supplies	125.05
0	08/26/2009	Recreation Fund	Operating Supplies	Cub Foods- ACH	Fruit for Run for the Roses	102.50
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	Water Pitcher	28.32
0	08/26/2009	Information Technology	Operating Supplies	Crucial.Com-ACH	Upgrade for HP - Compaq	60.84
0	08/26/2009	Recreation Fund	Operating Supplies	Cub Foods- ACH	Summer Option Supplies	10.72
0	08/26/2009	Recreation Fund	Operating Supplies	Cub Foods- ACH	Playground Supplies	12.00
0	08/26/2009	Recreation Fund	Operating Supplies	Walmart-ACH	Summer Options Supplies	75.00
0	08/26/2009	Recreation Fund	Operating Supplies	Walmart-ACH	Playground Supplies	17.65
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Paint	397.96
0	08/26/2009	Risk Management	Training	Kaplan Professional Schools-AC	Credit Score Investigation Class	102.00
0	08/26/2009	Recreation Fund	Operating Supplies	Hub Hobby Center-ACH	Summer Options Supplies	50.35
0	08/26/2009	General Fund	Training	Mn Chamber of Commerce-ACH	Fleet Workshop	39.00
0	08/26/2009	General Fund	Training	Mn Chamber of Commerce-ACH	Fleet Workshop	39.00
0	08/26/2009	Recreation Fund	Operating Supplies	Mike's Pro Shop-ACH	Roll for the Roses Medals	50.72
0	08/26/2009	Recreation Improvements	Tennis Court Capital	Home Depot- ACH	Board Repair	232.87
0	08/26/2009	Recreation Fund	Operating Supplies	Fed Ex Kinko's-ACH	Laminate for Posters	19.22
0	08/26/2009	Information Technology	Operating Supplies	Micro Center-ACH	Parallel Port	45.96
0	08/26/2009	Recreation Fund	Professional Services	Shakopee Comm Center-ACH	Summer Options	100.00
0	08/26/2009	Recreation Fund	Operating Supplies	Menards-ACH	Summer Program Supplies	19.03
0	08/26/2009	Recreation Improvements	CP Amphitheater	Menards-ACH	Treated Wood	101.75
0	08/26/2009	General Fund	Op Supplies - City Hall	Target- ACH	Cleaning Supplies	33.49
0	08/26/2009	Recreation Fund	Operating Supplies	Walmart-ACH	Playground Supplies	32.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/26/2009	Recreation Fund	Operating Supplies	Walmart-ACH	July 4th Supplies	21.56
0	08/26/2009	Recreation Donations	Donations	Walmart-ACH	Car Seat	16.00
0	08/26/2009	Recreation Fund	Operating Supplies	Walmart-ACH	Summer Spectacular Supplies	60.18
0	08/26/2009	General Fund	Office Supplies	Franklin Covey-ACH	Calendars	53.49
0	08/26/2009	Recreation Fund	Professional Services	AMC Rosedale-ACH	Movie Day for Campers	33.00
0	08/26/2009	Water Fund	Operating Supplies	Mills Fleet Farm-ACH	Dolly	25.89
0	08/26/2009	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Paint	2.67
0	08/26/2009	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-ACH	Spray Paint	12.83
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Lithium Battery	25.67
0	08/26/2009	General Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Paint	15.68
0	08/26/2009	Recreation Donations	Operating Supplies	Best Buy- ACH	Electronic Supplies	407.06
0	08/26/2009	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	Hosting Service	107.50
0	08/26/2009	Recreation Fund	Professional Services	U of M Golf- ACH	Youth Golf Class	24.00
0	08/26/2009	General Fund	Operating Supplies	NATW-ACH	National Night Out Supplies	829.72
0	08/26/2009	General Fund	209001 - Use Tax Payable	NATW-ACH	Sales/Use Tax	-39.27
0	08/26/2009	Recreation Fund	Operating Supplies	E and T Plastics-ACH	Plexiglass	345.60
0	08/26/2009	Recreation Fund	Operating Supplies	E and T Plastics-ACH	Plexiglass	460.72
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Duck Tape	19.25
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	United Rentals-ACH	Soccer Goal Sandbags	52.49
0	08/26/2009	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Tools	144.25
0	08/26/2009	General Fund	Operating Supplies	Cub Foods- ACH	Coffee	10.37
0	08/26/2009	Recreation Fund	Operating Supplies	Party City-ACH	Music For Ampitheatre	48.96
0	08/26/2009	Recreation Fund	Operating Supplies	Party City-ACH	Program Supplies	29.24
0	08/26/2009	Recreation Fund	Rental	Fun Services-ACH	Rock Climbing Wall	357.28
0	08/26/2009	Recreation Fund	Operating Supplies	Fed Ex Kinko's-ACH	Lamination	19.29
0	08/26/2009	Information Technology	Operating Supplies	HandHeldItems.com-ACH	Travel Chargers	27.03
0	08/26/2009	Information Technology	Use Tax Payable	HandHeldItems.com-ACH	Sales/Use Tax	-1.73
0	08/26/2009	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Supplies	70.54
0	08/26/2009	Recreation Fund	Operating Supplies	Brueggers Bagels- ACH	July 4th Supplies	25.96
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	End of Session Snack	12.95
0	08/26/2009	General Fund	Operating Supplies	Target- ACH	Crew Supplies	28.73
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	Supplies	9.99
0	08/26/2009	Recreation Donations	Donations	Target- ACH	Car Seats	129.39
0	08/26/2009	Telecommunications	Professional Services	Survey Monkey.com-ACH	Subscription	19.95
0	08/26/2009	Information Technology	Operating Supplies	Newegg Computers-ACH	Hard Drive Dock	50.85
0	08/26/2009	Information Technology	Use Tax Payable	Newegg Computers-ACH	Sales/Use Tax	-3.27
0	08/26/2009	Recreation Fund	Operating Supplies	Menards-ACH	Program Supplies	26.26
0	08/26/2009	Recreation Fund	Operating Supplies	Michaels-ACH	HANC Supplies	6.42
0	08/26/2009	Recreation Fund	Operating Supplies	Byerly's- ACH	Preschool Supplies	8.88
0	08/26/2009	Recreation Fund	Operating Supplies	Office Depot- ACH	HANC Supplies	39.60
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	Animal Care Supplies	25.73
0	08/26/2009	General Fund	Operating Supplies	Sirchie Finger Print-ACH	Printmatic Cerm.	61.76
0	08/26/2009	General Fund	209001 - Use Tax Payable	Sirchie Finger Print-ACH	Sales/Use Tax	-3.97
0	08/26/2009	General Fund	Training	Boston Market-ACH	Lunch for Department Head Retreat	65.57

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/26/2009	Water Fund	Operating Supplies	RadioShack-ACH	12V Adapter	32.22
0	08/26/2009	General Fund	Operating Supplies	TTR Shipping-ACH	Copier Return Shipping	523.50
0	08/26/2009	Police - DWI Enforcement	Professional Services	Insight Technology-ACH	Software, Cables, Helmet Mount	912.17
0	08/26/2009	Police - DWI Enforcement	Use Tax Payable	Insight Technology-ACH	Sales/Use Tax	-58.67
0	08/26/2009	General Fund	Memberships & Subscriptions	American Public Works -ACH	Membership Dues	847.50
0	08/26/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Supplies	34.56
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Treated Wood	7.24
0	08/26/2009	General Fund	Operating Supplies	Target- ACH	Batteries	9.64
0	08/26/2009	Recreation Fund	Rental	Fun Services-ACH	Rock Climbing Wall	597.80
0	08/26/2009	Recreation Fund	Operating Supplies	Northern Battery-ACH	Battery	78.27
0	08/26/2009	Housing & Redevelopment A	Operating Supplies	ZPizza-ACH	Pizza for HRA Worksession	42.49
0	08/26/2009	Recreation Fund	Operating Supplies	USPS-ACH	HANC Supplies	10.74
0	08/26/2009	Water Fund	Operating Supplies	Menards-ACH	Hand Cleaner	8.54
0	08/26/2009	Water Fund	Operating Supplies	Suburban Ace Hardware-ACH	Fertilizer	44.97
0	08/26/2009	Info Tech/Contract Cities	North St. Paul Computer Equip	Buy.com- ACH	Computer Equipment	614.34
0	08/26/2009	Info Tech/Contract Cities	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-39.52
0	08/26/2009	Recreation Fund	Operating Supplies	Home Depot- ACH	Couplings, Brackets	65.79
0	08/26/2009	P & R Contract Maintenance	Operating Supplies	Home Depot- ACH	Plywood Supplies	32.30
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	Summer Options Supplies	18.92
0	08/26/2009	Recreation Fund	Operating Supplies	PayPal-ACH	Roll for the Roses T-Shirts	481.00
0	08/26/2009	Recreation Fund	Professional Services	Como Town-ACH	Field Trip	153.00
0	08/26/2009	General Fund	Contract Maintenance Vehicles	Nuss Truck-ACH	Engine 32 Repairs	380.64
0	08/26/2009	Recreation Improvements	CP Amphitheater	North Hgts Hardware Hank-ACH	Roofing Knife, Window Parts	86.54
0	08/26/2009	Recreation Fund	Operating Supplies	Target- ACH	Puppet Supplies	12.09
0	08/26/2009	Recreation Fund	Professional Services	Radisson Hotel-ACH	Hotel Room	161.34
0	08/26/2009	Golf Course	Operating Supplies	Posglobal.com-ACH	USB Interface	136.32
0	08/26/2009	Golf Course	Use Tax Payable	Posglobal.com-ACH	Sales/Use Tax	-8.76
Check Total:						10,856.81
0	08/27/2009	General Fund	Vehicle Supplies	A-1 Hydraulic Sales/Svc Inc	M6400	29.93
0	08/27/2009	General Fund	Transportation	Debra Bloom-Heiser	Mileage Reimbursement	177.65
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Lonnie Brokke	Volunteer Treats Reimbursement	47.21
0	08/27/2009	General Fund	Transportation	Debra Bloom-Heiser	Mileage Reimbursement	150.70
0	08/27/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	364.33
0	08/27/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	166.15
0	08/27/2009	General Fund	211000 - Deferred Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 8/25 Payroll	5,504.18
0	08/27/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	74.09
0	08/27/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	233.45
0	08/27/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	267.46
0	08/27/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	775.55
0	08/27/2009	Housing & Redevelopment A	Training	Jeanne Kelsey	Housing Improvement Training	48.00
0	08/27/2009	Housing & Redevelopment A	Training	Jeanne Kelsey	Business Writing Training	179.00
0	08/27/2009	Housing & Redevelopment A	Training	Jeanne Kelsey	Senior Housing Training	99.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/27/2009	Housing & Redevelopment	ATransportation	Jeanne Kelsey	Mileage Reimbursement	15.40
0	08/27/2009	General Fund	Conferences	Eldona Bacon	Conference Expenses Reimbursement	326.60
0	08/27/2009	General Fund	Transportation	Eldona Bacon	Mileage Reimbursement	137.87
0	08/27/2009	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	145.96
0	08/27/2009	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	694.20
0	08/27/2009	Recreation Fund	Operating Supplies	Stitchin Post	Long Sleeve T-Shirts	106.08
0	08/27/2009	License Center	Other Improvements	Collins Electrical Constructio	Exterior Sign Repair	2,550.00
0	08/27/2009	General Fund	Contract Maintenance Vehicles	Minnesota Spring & Suspension	2009 Blanket PO for Vehicle Repairs	389.76
0	08/27/2009	Building Improvements	Skating Center MN Bonding Proj	Aggregate Industries, Inc.	Retaining Wall Work	244.82
0	08/27/2009	Building Improvements	Skating Center MN Bonding Proj	Aggregate Industries, Inc.	Retaining Wall Work	564.53
0	08/27/2009	General Fund	Contract Maintenance Vehicles	Midway Ford Co	2009 Blanket PO for Vehicle Repairs	228.95
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Tubing	97.99
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Latex Gloves, Bucket Wringer	116.41
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Insect Bait, Broom	42.50
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Bulb	25.18
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Lamp Bulbs	15.90
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Key	2.13
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Hose Fitting, Bulbs	14.48
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Fasteners	8.33
0	08/27/2009	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2009 Blanket PO for Vehicle Repairs	9.36
0	08/27/2009	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	2009 Blanket PO for Vehicle Repairs	-0.60
0	08/27/2009	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2009 Blanket PO for Vehicle Repairs	117.55
0	08/27/2009	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-7.56
0	08/27/2009	General Fund	Professional Services	Jensen, Bell, Converse & Erick	Legal Services Through July 31, 2009	11,636.60
0	08/27/2009	Pathway Maintenance Fund	Operating Supplies	TOWER ASPHALT	Pathway Reclaiming and Paving 2009	31,945.78
0	08/27/2009	License Center	Professional Services	Quicksilver Express Courier	Courier Service	151.62
0	08/27/2009	General Fund	Utilities	Xcel Energy	Civil Defense	67.22
0	08/27/2009	General Fund	Utilities	Xcel Energy	Fire #1	919.11
0	08/27/2009	Golf Course	Utilities	Xcel Energy	Golf	620.92
0	08/27/2009	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	7,153.39
0	08/27/2009	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	-6,261.39
0	08/27/2009	Sanitary Sewer	Utilities	Xcel Energy	Sewer	916.29
0	08/27/2009	Recreation Fund	Utilities	Xcel Energy	Skating	10,968.19
0	08/27/2009	General Fund	Utilities	Xcel Energy	Street Light	486.47
0	08/27/2009	Storm Drainage	Utilities	Xcel Energy	Storm Water	14.88
0	08/27/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	1,737.11
0	08/27/2009	General Fund	Utilities	Xcel Energy	Street Light	12,827.47
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Shop Supplies	570.15
0	08/27/2009	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Bearing-Roller	270.84
0	08/27/2009	Recreation Fund	Contract Maintenance	Northland Fire & Security Inc	Fire Suppression System	128.87
					Recertification	
0	08/27/2009	Golf Course	Merchandise For Sale	Hornungs Pro Golf Sales, Inc.	Golf Items for Sale	115.72
0	08/27/2009	Golf Course	Operating Supplies	Hornungs Pro Golf Sales, Inc.	Golf Supplies	43.32
0	08/27/2009	Golf Course	Use Tax Payable	Hornungs Pro Golf Sales, Inc.	Sales/Use Tax	-3.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/27/2009	License Center	Office Supplies	Uline	Office Supplies	103.27
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Grainger Inc	C-Frame Motor	77.87
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Steel Chain	288.81
0	08/27/2009	Recreation Fund	Operating Supplies	Grainger Inc	Hose Whip, Coupler	30.36
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	122.31
0	08/27/2009	Storm Drainage	Telephone	NEXTEL Communications	Cell Phones	248.39
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.75
0	08/27/2009	Sanitary Sewer	Telephone	NEXTEL Communications	Cell Phones	233.26
0	08/27/2009	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	96.63
0	08/27/2009	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	26.02
0	08/27/2009	P & R Contract Maintenance	Telephone	NEXTEL Communications	Cell Phones	105.85
0	08/27/2009	Golf Course	Telephone	NEXTEL Communications	Cell Phones	24.92
0	08/27/2009	Community Development	Telephone	NEXTEL Communications	Cell Phones	85.86
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	23.50
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.75
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	46.99
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	380.16
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	312.63
0	08/27/2009	General Fund	Telephone	NEXTEL Communications	Cell Phones	918.37
0	08/27/2009	Recreation Fund	Operating Supplies	Bachmans Inc	Nannyberry	35.53
0	08/27/2009	Recreation Fund	Use Tax Payable	Bachmans Inc	Sales/Use Tax	-0.12
0	08/27/2009	Recreation Fund	Memberships & Subscriptions	DMX Music	Skating Center Music	146.12
0	08/27/2009	General Fund	Op Supplies - City Hall	Eagle Clan Enterprises, Inc	Toilet Tissue, Roll Towels	270.51
0	08/27/2009	General Fund	Operating Supplies City Garage	Eagle Clan Enterprises, Inc	Roll Towels,	221.73
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	Roll Towels,	146.98
0	08/27/2009	General Fund	209001 - Use Tax Payable	Eagle Clan Enterprises, Inc	Sales/Use Tax	-1.28
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	Toilet Tissue	92.98
0	08/27/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	White Roll Towels	221.23
0	08/27/2009	Recreation Fund	Operating Supplies	Eagle Clan Enterprises, Inc	Toilet Tissue, Can Liners	332.38
0	08/27/2009	Recreation Fund	Contract Maintenance	Green View Inc.	Ice Arena Cleaning	1,500.89
0	08/27/2009	Recreation Fund	Use Tax Payable	Green View Inc.	Sales/Use Tax	-96.54
0	08/27/2009	General Fund	Vehicle Supplies	Fastenal Company Inc.	2009 Blanket PO for Vehicle Repairs	297.44
0	08/27/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	22.44
0	08/27/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	19.78
0	08/27/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	939.06
0	08/27/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	30.55
0	08/27/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	152.64
0	08/27/2009	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	104.94
0	08/27/2009	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	160.73
0	08/27/2009	License Center	Office Supplies	Innovative Office Solutions	Office Supplies	26.60
Check Total:						96,045.07
0	09/02/2009	Internal Service - Interest	Investment Income	RVA- ACH	July Interest	55.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/02/2009	Sanitary Sewer	Credit Card Service Fees	Applied Merchant Services-ACH	July UB Payment.com Charges	584.98
0	09/02/2009	Water Fund	Water - Roseville	City of Roseville- ACH	August Water	6,269.46
0	09/02/2009	Recreation Fund	Credit Card Fees	US Bank-ACH	July Terminal Charges	40.65
0	09/02/2009	Sanitary Sewer	Credit Card Service Fees	US Bank-ACH	July Terminal Charges	632.20
0	09/02/2009	Golf Course	Credit Card Fees	US Bank-ACH	July Terminal Charges	695.71
0	09/02/2009	Sanitary Sewer	Credit Card Service Fees	US Bank-ACH	July Terminal Charges	45.00
0	09/02/2009	General Fund	Postage	Pitney Bowes - Monthly ACH	August Postage	3,000.00
0	09/02/2009	General Fund	210300 - State Income Tax W/H	MN Dept of Revenue-ACH	State Tax Deposit for 8/11 Payroll	20,426.98
0	09/02/2009	General Fund	Motor Fuel	MN Dept of Revenue-ACH	Fuel Tax-Aug 2009	215.17
0	09/02/2009	General Fund	211404 - MN State Retirement	MN State Retirement System-ACH	Payroll Deduction for 8/11 Payroll	4,328.01
0	09/02/2009	General Fund	210400 - PERA Employee Ded.	PERA-ACH	Payroll Deduction for 8/11 Payroll	30,349.30
0	09/02/2009	General Fund	211600 - PERA Employers Share	PERA-ACH	Payroll Deduction for 8/11 Payroll	39,438.90
0	09/02/2009	General Fund	211000 - Deferered Comp.	Great West- ACH	Payroll Deduction for 8/11 Payroll	8,168.13
0	09/02/2009	General Fund	210200 - Federal Income Tax	IRS EFTPS- ACH	Federal Tax Deposit for 8/11 Payroll	47,396.37
0	09/02/2009	General Fund	210800 - FICA Employee Ded.	IRS EFTPS- ACH	Federal Tax Deposit for 8/11 Payroll	27,486.08
0	09/02/2009	General Fund	211700 - FICA Employers Share	IRS EFTPS- ACH	Federal Tax Deposit for 8/11 Payroll	27,486.08
0	09/02/2009	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	127.09
0	09/02/2009	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	157.50
0	09/02/2009	Information Technology	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	-1.58
0	09/02/2009	Information Technology	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	374.50
0	09/02/2009	Telecommunications	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	99.34
0	09/02/2009	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	1,352.38
0	09/02/2009	Recreation Fund	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	135.36
0	09/02/2009	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	64.27
0	09/02/2009	P & R Contract Maintenance	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	34.97
0	09/02/2009	Community Development	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	-5.04
0	09/02/2009	Community Development	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	5.40
0	09/02/2009	License Center	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	548.92
0	09/02/2009	License Center	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	4.66
0	09/02/2009	Police Forfeiture Fund	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	5.28
0	09/02/2009	Building Improvements	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	278.49
0	09/02/2009	Recreation Improvements	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	660.52
0	09/02/2009	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	4.48
0	09/02/2009	Sanitary Sewer	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	84.50
0	09/02/2009	Water Fund	State Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	16,480.89
0	09/02/2009	Water Fund	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	5.75
0	09/02/2009	Golf Course	State Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	2,601.40
0	09/02/2009	Golf Course	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	2.33
0	09/02/2009	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	250.61
0	09/02/2009	Storm Drainage	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	4.55
0	09/02/2009	Solid Waste Recycle	Sales Tax	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	25.91
0	09/02/2009	Solid Waste Recycle	Use Tax Payable	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	-148.85
0	09/02/2009	Risk Management	Use Tax	MN Dept of Revenue-ACH	Sales/Use Tax Aug 2009	6.37
0	09/02/2009	General Fund	210300 - State Income Tax W/H	MN Dept of Revenue-ACH	State Tax Deposit for 8/25 Payroll	18,069.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/02/2009	General Fund	211404 - MN State Retirement	MN State Retirement System-ACH	Payroll Deduction for 8/25 Payroll	3,991.06
0	09/02/2009	General Fund	210400 - PERA Employee Ded.	PERA-ACH	Payroll Deduction for 8/25 Payroll	28,623.47
0	09/02/2009	General Fund	211600 - PERA Employers Share	PERA-ACH	Payroll Deduction for 8/25 Payroll	37,432.09
0	09/02/2009	General Fund	211000 - Deferered Comp.	Great West- ACH	Payroll Deduction for 8/25 Payroll	8,168.13
0	09/02/2009	General Fund	210200 - Federal Income Tax	IRS EFTPS- ACH	Federal Tax Deposit 8/25 Payroll	38,658.30
0	09/02/2009	General Fund	210800 - FICA Employee Ded.	IRS EFTPS- ACH	Federal Tax Deposit 8/25 Payroll	24,737.73
0	09/02/2009	General Fund	211700 - FICA Employers Share	IRS EFTPS- ACH	Federal Tax Deposit 8/25 Payroll	24,737.73
0	09/02/2009	TIF District #17-Twin Lakes	Contractor payments	Eureka Construction-ACH	Request #2	810,162.80
0	09/02/2009	Risk Management	Police Patrol Claims	Roseville License Center-ACH	Vehicle Licensing	20.00
0	09/02/2009	Police - DWI Enforcement	Other Improvements	Roseville License Center-ACH	Vehicle Licensing	20.00
0	09/02/2009	Westwood Village I HIA	Other Improvements	Commercial Partners Title, LLC	Westwood Village (Eagle Siding) App. #1	171,000.00
0	09/02/2009	General Fund	210300 - State Income Tax W/H	Wisconsin Dept of Rev-ACH	Payroll Deduction for Aug	1,016.97
0	09/02/2009	Workers Compensation	Parks & Recreation Claims	SFM-ACH	August Work Comp Claims	4,884.58
0	09/02/2009	Workers Compensation	Police Patrol Claims	SFM-ACH	August Work Comp Claims	12,351.01
0	09/02/2009	Workers Compensation	Street Department Claims	SFM-ACH	August Work Comp Claims	450.08
0	09/02/2009	Workers Compensation	Fire Department Claims	SFM-ACH	August Work Comp Claims	746.36
0	09/02/2009	Workers Compensation	Sewer Department Claims	SFM-ACH	August Work Comp Claims	3.23
0	09/02/2009	General Fund	Salaries - Regular	SFM-ACH	August Work Comp Claims	439.60
Check Total:						1,425,291.01
0	08/27/2009	TIF District #17-Twin Lakes	AUAR SubArea I Prof Svcs	Eureka Construction	Reclass to 490000	-93,955.95
0	08/27/2009	TIF District #17-Twin Lakes	Contractor payments	Eureka Construction	Reclass to from 430000	93,955.95
Check Total:						0.00
0	09/03/2009	Street Construction	09-02 Roselawn/HamlineVictoria	Stork Twin City Testing Corp.	Roselawn Ave Engineering Services	1,874.13
0	09/03/2009	Storm Drainage	09-02 Roselawn/HamlineVictoria	Stork Twin City Testing Corp.	Roselawn Ave Engineering Services	1,874.13
0	09/03/2009	Water Fund	Professional Services	Elecsys International Corp.	Monthly UMS Software Support-Oct 09	93.65
0	09/03/2009	Water Fund	Use Tax Payable	Elecsys International Corp.	Sales/Use Tax	-6.02
0	09/03/2009	General Fund	Contract Maint. - City Garage	Green View Inc.	Cleaning @ Public Works	713.51
0	09/03/2009	General Fund	209001 - Use Tax Payable	Green View Inc.	Sales/Use Tax	-45.89
0	09/03/2009	General Fund	Miscellaneous Expense	Lowell Miller	Return Bank Fee	15.00
0	09/03/2009	License Center	Transportation	Jill Theisen	Mileage Reimbursement	258.50
0	09/03/2009	General Fund	Transportation	William Malinen	Mileage Reimbursement	65.98
0	09/03/2009	General Fund	210501 - PERA Life Ins. Ded.	NCPERS Life Ins#7258500	Payroll Deduction for August 09	80.00
0	09/03/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	2,000.66
0	09/03/2009	Community Development	Transportation	Thomas Paschke	Mileage Reimbursement	62.70
0	09/03/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	480.00
0	09/03/2009	TIF District #17-Twin Lakes	AUAR SubArea I Prof Svcs	WSB & Associates, Inc.	Twin Lakes AUAR Sub Area I Infrastructur	26,235.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/03/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	214.47
0	09/03/2009	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Contract Maintenance	1,437.25
0	09/03/2009	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Contract Maintenance	427.25
0	09/03/2009	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Contract Maintenance	1,172.27
0	09/03/2009	General Fund	Vehicle Supplies	Ancom Technical Center	Travel Charger	268.90
0	09/03/2009	General Fund	209001 - Use Tax Payable	Ancom Technical Center	Sales/Use Tax	-16.65
0	09/03/2009	General Fund	Operating Supplies	City of St. Paul	Copy Paper	404.00
0	09/03/2009	Water Fund	Operating Supplies	Aggregate Industries, Inc.	Limestone	330.44
0	09/03/2009	Water Fund	Operating Supplies	Sherwin Williams	Paint	81.53
0	09/03/2009	Recreation Fund	Contract Maintenance	Roseville Area Schools	Shared Facility Cost	67,014.00
0	09/03/2009	Water Fund	Operating Supplies	Sherwin Williams	Paint	117.40
0	09/03/2009	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Ceramic Insert	349.91
0	09/03/2009	Water Fund	Operating Supplies	Sherwin Williams	Paint	97.21
0	09/03/2009	Recreation Fund	Contract Maintenance	Kone Inc	Maintenance-Nature Center	1,729.80
0	09/03/2009	Recreation Fund	Contract Maintenance	Kone Inc	Maintenance-Skating Center	3,395.76
0	09/03/2009	Grass Lake Water Mgmt. Org	Professional Services	Barr Engineering Co., Inc.	Lake Owasso Use Attainability Analysis	40,579.62
0	09/03/2009	General Fund	Motor Fuel	Kath Fuel Oil Service, Inc.	2009 Blanket PO for Fuel	8,751.78
0	09/03/2009	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2009 Blanket PO for Vehicle Repairs	33.34
0	09/03/2009	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-2.14
0	09/03/2009	Storm Drainage	Professional Services	WSB & Associates, Inc.	Walsh Lake Watershet drainage analysis	6,941.00
0	09/03/2009	General Fund	Office Supplies	Unisource Worldwide-No Central	Copy Paper	399.78
0	09/03/2009	General Fund	Op Supplies - City Hall	Grainger Inc	Filters	181.47
0	09/03/2009	General Fund	Vehicle Supplies	Grainger Inc	2009 Blanket PO for Vehicle Repairs	16.57
0	09/03/2009	General Fund	Vehicle Supplies	Grainger Inc	2009 Blanket PO for Vehicle Repairs	22.10
0	09/03/2009	Sanitary Sewer	Operating Supplies	Grainger Inc	Clog Blaster	34.44
0	09/03/2009	General Fund	Operating Supplies City Garage	Grainger Inc	Lamps	167.07
0	09/03/2009	General Fund	Op Supplies - City Hall	Grainger Inc	Bucket, Air Circulator	177.09
0	09/03/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	34.54
0	09/03/2009	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2009 Blanket PO for Vehicle Repairs	44.00
0	09/03/2009	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2009 Blanket PO for Vehicle Repairs	702.17
0	09/03/2009	General Fund	Vehicle Supplies	Fastenal Company Inc.	2009 Blanket PO for Vehicle Repairs	121.61
0	09/03/2009	Water Fund	Operating Supplies	Northern Water Works Supply	Support Gasket	19.49
Check Total:						168,949.57
56077	08/14/2009	Building Improvements	MN Grant Skating Center	American Arbitration Assoc	Case 65-110-M-00019-09 02 KATR-R	3,472.65
Check Total:						3,472.65
56078	08/20/2009	Recreation Fund	Professional Services	3rd Lair SkatePark	Skateboarding Camp	1,408.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						1,408.00
56079	08/20/2009	Recreation Fund	Professional Services	AARP	AARP Driving Instructor	358.00
Check Total:						358.00
56080	08/20/2009	Community Development	Property Improvement Permit	Asphalt Driveway Co.	Building Permit Refund	35.20
Check Total:						35.20
56081	08/20/2009	Recreation Fund	Professional Services	Back 2 Basics Learning LLC	Abrakoodle Art Class	763.00
Check Total:						763.00
56082	08/20/2009	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning @ License Center	29.00
Check Total:						29.00
56083	08/20/2009	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages For Resale	102.55
Check Total:						102.55
56084	08/20/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.20
56084	08/20/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
56084	08/20/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.20
56084	08/20/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						75.72
56085	08/20/2009	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	4-Way Air Valve	434.98
Check Total:						434.98
56086	08/20/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	449.86
56086	08/20/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	303.45
Check Total:						753.31
56087	08/20/2009	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc,	Omni 3" Tablets	49.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	49.40
56088	08/20/2009	General Fund	Contract Maintenance	Cummins NPower LLC	Service Call	742.82
56088	08/20/2009	General Fund	Contract Maintenance	Cummins NPower LLC	Service Call	230.64
					Check Total:	973.46
56089	08/20/2009	Telecommunications	Operating Supplies	Fed Ex Kinko's	Note Pads	59.38
					Check Total:	59.38
56090	08/20/2009	Recreation Fund	Professional Services	Louis Filip	Lacrosse Referee	30.00
					Check Total:	30.00
56091	08/20/2009	Recreation Fund	Professional Services	Andrea Forliti	Volleyball Officiating	352.00
					Check Total:	352.00
56092	08/20/2009	Boulevard Landscaping	Operating Supplies	Gertens Greenhouses	Flowering Fill	53.71
56092	08/20/2009	Boulevard Landscaping	Operating Supplies	Gertens Greenhouses	GLA Black Hills	117.15
					Check Total:	170.86
56093	08/20/2009	Municipal Jazz Band	Operating Supplies	Groth Music	Music	91.72
					Check Total:	91.72
56094	08/20/2009	Water Fund	Accounts Payable	DEBORAH GUTHRIE	Refund check	4.70
					Check Total:	4.70
56095	08/20/2009	Singles Program	Operating Supplies	Jean Hoffman	Singles Supplies	10.00
					Check Total:	10.00
56096	08/20/2009	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	401a William Malinen-Employer Portion	337.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						337.77
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	495.00
56097	08/20/2009	Information Technology	Employer Insurance	ING ReliaStar	High Deductable Saving-July	850.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	200.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	4,325.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	333.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	200.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	600.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	483.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	265.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	125.00
56097	08/20/2009	Telecommunications	Employer Insurance	ING ReliaStar	High Deductable Saving-July	253.00
56097	08/20/2009	Recreation Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	865.00
56097	08/20/2009	Recreation Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	200.00
56097	08/20/2009	P & R Contract Maintenance	Employer Insurance	ING ReliaStar	High Deductable Saving-July	415.00
56097	08/20/2009	Recreation Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	491.00
56097	08/20/2009	General Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	90.00
56097	08/20/2009	Community Development	Employer Insurance	ING ReliaStar	High Deductable Saving-July	370.00
56097	08/20/2009	Community Development	Employer Insurance	ING ReliaStar	High Deductable Saving-July	200.00
56097	08/20/2009	License Center	Employer Insurance	ING ReliaStar	High Deductable Saving-July	990.00
56097	08/20/2009	Sanitary Sewer	Employer Insurance	ING ReliaStar	High Deductable Saving-July	170.00
56097	08/20/2009	Water Fund	Employer Insurance	ING ReliaStar	High Deductable Saving-July	370.00
56097	08/20/2009	Golf Course	Employer Insurance	ING ReliaStar	High Deductable Saving-July	70.00
Check Total:						12,360.00
56098	08/20/2009	P & R Contract Maintenance	Operating Supplies	JR Johnson Supply, Inc.	Nutricote	585.35
56098	08/20/2009	P & R Contract Maintenance	Use Tax Payable	JR Johnson Supply, Inc.	Sales/Use Tax	-37.65
Check Total:						547.70
56099	08/20/2009	Water Fund	Accounts Payable	LINDSI KALLERMAN	Refund check	22.50
Check Total:						22.50
56100	08/20/2009	Equipment Replacement	FunRental - Copier Machines	Konica Minolta Business Soluti	Copy Charges	2,357.05
56100	08/20/2009	Equipment Replacement	FunRental - Copier Machines	Konica Minolta Business Soluti	Copy Charges	87.74
Check Total:						2,444.79
56101	08/20/2009	Risk Management	Sewer Department Claims	League of MN Cities Ins Trust	LMCIT Claim #: 11069059	248.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						248.00
56102	08/20/2009	General Fund	210600 - Union Dues Deduction	LELS	Payroll Deduction for 8/11 Union Dues	1,596.00
Check Total:						1,596.00
56103	08/20/2009	General Fund	210600 - Union Dues Deduction	Local Union 49	Payroll Deduction for 8/11 Union Dues	775.00
Check Total:						775.00
56104	08/20/2009	Sanitary Sewer	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	131.49
56104	08/20/2009	Water Fund	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	131.50
56104	08/20/2009	Storm Drainage	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	131.50
Check Total:						394.49
56105	08/20/2009	Sanitary Sewer	Professional Services	Loucks Associates	Professional Services	66.00
Check Total:						66.00
56106	08/20/2009	Recreation Fund	Professional Services	Michael Malinen	Youth Tennis Instructor	75.00
Check Total:						75.00
56107	08/20/2009	Recreation Fund	Professional Services	David Martin	Tennis Instructor	107.19
Check Total:						107.19
56108	08/20/2009	Community Development	Training	MBPTA	Permit Technicians Seminar	70.00
Check Total:						70.00
56109	08/20/2009	Recreation Fund	Operating Supplies	MIDC Enterprises	Adapter	77.70
56109	08/20/2009	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Adapters, Cement	28.99
56109	08/20/2009	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Adapter, PVC Pipe	72.89
56109	08/20/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Adapter, Wire Splice	17.76
56109	08/20/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Actuator, Adapter	241.42
56109	08/20/2009	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Rotators, Couplings, Bushings	136.09
56109	08/20/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Valve Box, Plug, Coupling	213.65
56109	08/20/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Adapters	53.63
56109	08/20/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Insert Tee, Pipe Tee, Bushing	71.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56109	08/20/2009	Recreation Fund	Operating Supplies	MIDC Enterprises	Credit	-61.13
					Check Total:	852.89
56110	08/20/2009	Storm Drainage	Professional Services	Mike McPhillips, Inc.	Sweeping City Streets with Air Regenerat	2,772.00
					Check Total:	2,772.00
56111	08/20/2009	Recreation Fund	Operating Supplies	Mikes Pro Shop	Trophy	16.07
					Check Total:	16.07
56112	08/20/2009	Water Fund	Accounts Payable	Paul Miller	Refund check	30.06
					Check Total:	30.06
56113	08/20/2009	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Case # 001023511002	292.00
					Check Total:	292.00
56114	08/20/2009	Recreation Fund	Operating Supplies	Motion Industries Inc	Hi-Volume Tapers	24.34
					Check Total:	24.34
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	76.95
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	76.95
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	153.90
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	76.95
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	192.38
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	76.95
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	106.88
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	43.11
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	50.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	P & R Contract Maintenance	Operating Supplies	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Recreation Donations	Professional Services	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	Golf Course	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	40.61
56115	08/20/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	106.88
Check Total:						1,570.10
56116	08/20/2009	Recreation Fund	Professional Services	Jeffrey Peterson	Lacrosse Referee	60.00
Check Total:						60.00
56117	08/20/2009	Recreation Fund	Postage	Postmaster- Cashier Window #5	Brochure Postage-Acct #-2437	211.00
Check Total:						211.00
56118	08/20/2009	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,087.69
56118	08/20/2009	General Fund	211402 - Flex Spending Health	Premier Bank	HSA	1,016.43
Check Total:						4,104.12
56119	08/20/2009	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	72.00
Check Total:						72.00
56120	08/20/2009	Telephone	Telephone	Qwest	Telephone	177.67
Check Total:						177.67
56121	08/20/2009	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case #: 074555	368.03
Check Total:						368.03
56122	08/20/2009	Sanitary Sewer	Operating Supplies	Ready Watt Electric-Inc.	Installed Radio Box	245.00
Check Total:						245.00
56123	08/20/2009	Water Fund	Accounts Payable	TANGLETOWN REALTY	Refund check	20.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	20.41
56124	08/20/2009	Sanitary Sewer	CIPP Sewer Lining	Reed Business Information	Construction Ads	140.22
					Check Total:	140.22
56125	08/20/2009	Water Fund	Accounts Payable	REILING ESTATE	Refund check	67.01
					Check Total:	67.01
56126	08/20/2009	Singles Program	Operating Supplies	Ron Rieschl	Single Supplies Reimbursement	25.00
					Check Total:	25.00
56127	08/20/2009	Recreation Fund	Fee Program Revenue	Nancy Roberts	Theatre Trip Refund	83.00
56127	08/20/2009	Recreation Fund	Fee Program Revenue	Nancy Roberts	Theatre Trip Refund	8.00
56127	08/20/2009	Recreation Fund	Fee Program Revenue	Nancy Roberts	Theatre Trip Refund	8.00
					Check Total:	99.00
56128	08/20/2009	Water Fund	Accounts Payable	RICHARD RUMP	Refund check	9.27
					Check Total:	9.27
56129	08/20/2009	Recreation Fund	Operating Supplies	John Rusterholz	Volunteer Supplies Reimbursement	35.00
					Check Total:	35.00
56130	08/20/2009	Golf Course	Operating Supplies	Sam's Club	Gift Cards	300.00
56130	08/20/2009	Golf Course	Merchandise For Sale	Sam's Club	Gift Cards	200.00
					Check Total:	500.00
56131	08/20/2009	Recreation Fund	Non Fee Program Revenue	Akiko Seigler	Passport Session Refund	50.00
56131	08/20/2009	Recreation Fund	Fee Program Revenue	Akiko Seigler	Passport Session Refund	4.00
					Check Total:	54.00
56132	08/20/2009	P & R Contract Maintenance	Operating Supplies	Shaw/Stewart Lumber Co	Treated Wood	104.86

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						104.86
56133	08/20/2009	Recreation Fund	Professional Services	Sports Unlimited, Corp.	Cheerleading, Flag Football	1,370.25
56133	08/20/2009	Recreation Fund	Professional Services	Sports Unlimited, Corp.	Ultimate Frisbee	715.00
Check Total:						2,085.25
56134	08/20/2009	General Fund	Operating Supplies	Staples Business Advantage	Toner	212.80
Check Total:						212.80
56135	08/20/2009	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware	Drill Bit	8.04
Check Total:						8.04
56136	08/20/2009	Water Fund	Accounts Payable	TANGLETOWN REALTY	Refund check	10.91
Check Total:						10.91
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 2468 Oxford	69.46
56137	08/20/2009	HRA Property Abatement Pr	Use Tax Payable	TMR Quality Lawn Service	Sales/Use Tax	-0.24
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 3111 Mildred	69.46
56137	08/20/2009	HRA Property Abatement Pr	Use Tax Payable	TMR Quality Lawn Service	Sales/Use Tax	-0.24
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 421 Rose Place	69.46
56137	08/20/2009	HRA Property Abatement Pr	Use Tax Payable	TMR Quality Lawn Service	Sales/Use Tax	-0.24
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 3065 Sandy Hook Dr	69.46
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 2239 Cohassey	69.46
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service at 2558 Fairview	69.46
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service @ 2085 Marion	69.46
56137	08/20/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service at 190 Transit	58.78
56137	08/20/2009	HRA Property Abatement Pr	Use Tax Payable	TMR Quality Lawn Service	Sales/Use Tax	-0.23
Check Total:						544.05
56138	08/20/2009	Recreation Fund	Operating Supplies	United Rentals Northwest, Inc.	Log Splitter	66.90
56138	08/20/2009	Storm Drainage	Operating Supplies	United Rentals Northwest, Inc.	Gloves	20.29
Check Total:						87.19
56139	08/20/2009	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	709.65

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						709.65
56140	08/20/2009	Golf Course	Advertising	Valpak	Coated Coupons	419.48
56140	08/20/2009	Golf Course	Use Tax Payable	Valpak	Sales/Use Tax	-26.98
Check Total:						392.50
56141	08/20/2009	Recreation Fund	Professional Services	AARP	AARP Drivers Course	184.00
Check Total:						184.00
56142	08/20/2009	General Fund	Vehicle Supplies	Astleford International Trucks	Switch	176.16
Check Total:						176.16
56143	08/20/2009	Recreation Fund	Operating Supplies	Batteries Plus, Inc.	Batteries	17.09
Check Total:						17.09
56144	08/20/2009	Pathway Maintenance Fund	Operating Supplies	Bituminous Roadways Inc	LVWE35030B	196.23
Check Total:						196.23
56145	08/20/2009	Sanitary Sewer	Infiltration & Inflow	Bonestroo	Infiltration Inflow Analysis	2,210.00
56145	08/20/2009	Recreation Improvements	Rosebrook Pool	Bonestroo	Wading Pool Drain Modifications	1,000.00
Check Total:						3,210.00
56146	08/20/2009	General Fund	Vehicle Supplies	Boyer Sterling Trucks Inc	2009 Blanket PO for Vehicle Repairs	160.54
Check Total:						160.54
56147	08/20/2009	Singles Program	Operating Supplies	Dan Campanero	Singles Supplies Reimbursement	15.99
Check Total:						15.99
56148	08/20/2009	Telephone	Equipment Reserve Fund	CDW Government, Inc.	Spare Phones	1,233.60
56148	08/20/2009	Info Tech/Contract Cities	Vadnais Heights Capital Exp	CDW Government, Inc.	Power Injector	235.76
56148	08/20/2009	General Fund	Operating Supplies	CDW Government, Inc.	Maintenance Kit	263.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						1,733.04
56149	08/20/2009	Recreation Fund	Professional Services	City of Apple Valley	Family Aquatic Center Admission	150.00
Check Total:						150.00
56150	08/20/2009	Information Technology	Telephone	Comcast Cable	High Speed Internet	45.61
Check Total:						45.61
56151	08/20/2009	Recreation Improvements	Rosebrook Pool	Commercial Fence Contractors	Gate Closer Installation	200.00
Check Total:						200.00
56152	08/20/2009	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	July Bingo-Roseville Youth Hockey	2,279.34
56152	08/20/2009	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	July Bingo-Midway Speedskating	1,769.04
Check Total:						4,048.38
56153	08/20/2009	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	41.26
56153	08/20/2009	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	41.27
Check Total:						82.53
56154	08/20/2009	Recreation Fund	Professional Services	Mark urbaniack	Volleyball Officiating	198.00
Check Total:						198.00
56155	08/20/2009	Community Development	Professional Services	ERS Digital, Co.	Card Scans	44.35
Check Total:						44.35
56156	08/20/2009	Recreation Improvements	Rosebrook Pool	Flair Contrating Inc	Rosebrook Wading Pool Suction Modificati	7,820.00
56156	08/20/2009	Recreation Improvements	Rosebrook Pool	Flair Contrating Inc	Rosebrook Wading Pool Skimmer Repair	1,100.00
Check Total:						8,920.00
56157	08/20/2009	Recreation Fund	Professional Services	Benjamin Frye	Lacrosse Referee	30.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	30.00
56158	08/20/2009	Recreation Fund	Professional Services	Josephine Geiger	Volleyball Officiating	242.00
					Check Total:	242.00
56159	08/20/2009	General Fund	Motor Fuel	Hartland Fuels	2009 Blanket PO for Fuel	6,891.36
					Check Total:	6,891.36
56160	08/20/2009	Recreation Fund	Professional Services	Joe Hockert	Lacrosse Referee	30.00
					Check Total:	30.00
56161	08/20/2009	Singles Program	Operating Supplies	Jean Hoffman	Singles Supplies Reimbursment	10.00
					Check Total:	10.00
56162	08/20/2009	Recreation Fund	Professional Services	Pat Hubbard	Volleyball Officiating	264.00
					Check Total:	264.00
56163	08/20/2009	Recreation Fund	Professional Services	Imagine Design & Creative Cons	Fall 2009 Brochure Design	2,895.00
					Check Total:	2,895.00
56164	08/20/2009	Recreation Fund	Professional Services	Tom Imhoff	Volleyball Officiating	150.50
					Check Total:	150.50
56165	08/20/2009	General Fund	Professional Services	ISS Facility Services-Minneapo	Facilities Cleaning	4,098.93
56165	08/20/2009	Recreation Fund	Contract Maintenance	ISS Facility Services-Minneapo	Facilities Cleaning	795.43
56165	08/20/2009	General Fund	Professional Services	ISS Facility Services-Minneapo	Facilities Cleaning	397.71
56165	08/20/2009	Recreation Fund	Contract Maintenance	ISS Facility Services-Minneapo	Facilities Cleaning	596.57
56165	08/20/2009	License Center	Professional Services	ISS Facility Services-Minneapo	Facilities Cleaning	497.14
					Check Total:	6,385.78
56166	08/20/2009	P & R Contract Maintenance	Operating Supplies	JR Johnson Supply, Inc.	Bale, Peat Grower	224.33
56166	08/20/2009	P & R Contract Maintenance	Use Tax Payable	JR Johnson Supply, Inc.	Sales/Use Tax	-14.43

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						209.90
56167	08/20/2009	Community Development	Advertising	Lillie Suburban Newspaper Inc	Planning Notice	9.00
56167	08/20/2009	General Fund	Advertising	Lillie Suburban Newspaper Inc	Notices, Bids	54.00
Check Total:						63.00
56168	08/20/2009	General Fund	211400 - Medical Ins Employee	Medica	Health Insurance Premium Sept 09	72,774.75
56168	08/20/2009	General Fund	211400 - Medical Ins Employee	Medica	Cobra	7,793.39
56168	08/20/2009	General Fund	211400 - Medical Ins Employee	Medica	Employee Portion	18,703.27
Check Total:						99,271.41
56169	08/20/2009	Recreation Fund	Professional Services	Minnesota Zoo	Adult Trip Admission	330.00
Check Total:						330.00
56170	08/20/2009	Community Development	Building Surcharge	MN Dept of Labor and Industry	Building Permit Surcharges	1,750.95
56170	08/20/2009	Golf Course	Advertising	MN Dept of Labor and Industry	Retention	-34.95
Check Total:						1,716.00
56171	08/20/2009	Recreation Fund	Professional Services	MOUNDS VIEW COMMUNITY CNT	Grand Rios Field Trip	373.50
Check Total:						373.50
56172	08/20/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	265.73
Check Total:						265.73
56173	08/20/2009	Recreation Fund	Professional Services	On Site Sanitation, Inc.	Regular Service	10.15
56173	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	10.15
56173	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	10.15
56173	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	10.15
56173	08/20/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Service	10.15
Check Total:						50.75
56174	08/20/2009	Recreation Fund	Professional Services	Chelsea Preiner	Volleyball Officiating	126.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						126.00
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	298.62
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	172.11
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	641.26
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	641.26
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	641.26
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	86.06
56175	08/20/2009	Telephone	Telephone	Qwest	Telephone Service	641.26
Check Total:						3,121.83
56176	08/20/2009	Community Development	Professional Services	Ramsey County	Entry of Memorial 1st Certificate	46.00
56176	08/20/2009	Community Development	Professional Services	Ramsey County	Abstract Recording Fee 2005	276.00
56176	08/20/2009	Community Development	Professional Services	Ramsey County	Abstract Recording Fee 2005	46.00
56176	08/20/2009	Storm Drainage	Contractor's Payments	Ramsey County	Native Plants	510.97
56176	08/20/2009	Storm Drainage	Contractor's Payments	Ramsey County	Native Plants	69.75
56176	08/20/2009	Street Construction	Contractor's Payments	Ramsey County	Native Plants	51.89
56176	08/20/2009	General Fund	Contract Maintenance	Ramsey County	Emergency Vehicle Service	1,312.62
Check Total:						2,313.23
56177	08/20/2009	Recreation Fund	Professional Services	Norm Rolando	Safety Awareness/Self Defense Instructor	1,173.90
Check Total:						1,173.90
56178	08/20/2009	P & R Contract Maintenance	Temporary Employees	Sprint	Cell Phones	40.41
56178	08/20/2009	Water Fund	Telephone	Sprint	Cell Phones	40.41
56178	08/20/2009	General Fund	Operating Supplies	Sprint	Cell Phones	40.41
56178	08/20/2009	Information Technology	Telephone	Sprint	Cell Phones	80.84
56178	08/20/2009	Recreation Fund	Professional Services	Sprint	Cell Phones	40.41
Check Total:						242.48
56179	08/20/2009	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Servic	1201-LS W Larpenteur Ave	115.81
56179	08/20/2009	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Servic	1272-LS W Larpenteur Ave	55.15
56179	08/20/2009	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Servic	1121-LS W Larpenteur Ave	16.54
Check Total:						187.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	Human Rights Commission Meeting Minutes	115.00
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	189.75
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	253.00
56180	08/20/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
56180	08/20/2009	Community Development	Professional Services	Sheila Stowell	Variance Board Meeting Minutes	138.00
56180	08/20/2009	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	9.58
Check Total:						719.70
56181	08/20/2009	Recreation Fund	Professional Services	Shane Sturgis	Volleyball Officiating	66.00
Check Total:						66.00
56182	08/20/2009	General Fund	Memberships & Subscriptions	Suburban Rate Authority	2nd Half Dues 2009	1,400.00
Check Total:						1,400.00
56183	08/20/2009	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2009 Blanket PO for Vehicle Repairs	1,332.22
Check Total:						1,332.22
56184	08/20/2009	General Fund	Vehicle Supplies	Tousley Ford Inc	2009 Blanket PO for Vehicle Repairs	97.26
Check Total:						97.26
56185	08/20/2009	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	1,902.37
56185	08/20/2009	P & R Contract Maintenance	Use Tax Payable	Upper Cut Tree Service	Sales/Use Tax	-6.67
Check Total:						1,895.70
56186	08/20/2009	Recreation Fund	Professional Services	Kathie Urbaniak	Volleyball Officiating	220.00
Check Total:						220.00
56187	08/20/2009	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Sink Repair	200.20
Check Total:						200.20
56188	08/27/2009	Information Technology	Telephone	Access Communications Inc	Telephone	218.02

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						218.02
56189	08/27/2009	Contracted Engineering Svcs Deposits		Adolfson & Peterson, Inc.	Erosion Control Escrow Refund	12,000.00
Check Total:						12,000.00
56190	08/27/2009	Grass Lake Water Mgmt. Org	Professional Services	Deanne Allen	GLWMO Meeting Minutes-April 23	150.00
56190	08/27/2009	Grass Lake Water Mgmt. Org	Professional Services	Deanne Allen	GLWMO Meeting Minutes-July 23	150.00
Check Total:						300.00
56191	08/27/2009	Police - DWI Enforcement	Professional Services	Braden Eric Anderson	Underage Compliance Checking	100.00
Check Total:						100.00
56192	08/27/2009	General Fund	Clothing	Aspen Mills Inc.	Jacket	45.70
Check Total:						45.70
56193	08/27/2009	Street Construction	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roselawn Ave	148,357.37
56193	08/27/2009	Storm Drainage	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roselawn Watermain	46,911.91
56193	08/27/2009	Storm Drainage	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roselawn Storm Sewer	39,301.80
56193	08/27/2009	Sanitary Sewer	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roselawn Sanitary Sewer	950.00
56193	08/27/2009	Street Construction	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	MSA Mill & Overlays	21,635.72
56193	08/27/2009	Street Construction	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	City Mill & Overlays	74,972.20
56193	08/27/2009	Sanitary Sewer	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	M & O Sanitary Sewer	74,972.20
Check Total:						407,101.20
56194	08/27/2009	General Fund	Contract Maintenance Vehicles	Auto Body Plus, Inc.	Case 09-16944, Claim 2587	1,208.83
Check Total:						1,208.83
56195	08/27/2009	General Fund	Op Supplies - City Hall	Batteries Plus, Inc.	Batteries	390.01
Check Total:						390.01
56196	08/27/2009	Recreation Fund	Professional Services	Philip Bologna	Music Theatre Camp Instruction	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						50.00
56197	08/27/2009	TIF District #17-Twin Lakes	Professional Services	Bonestroo	Professional Services Jan 1 to Feb 14, 0	1,250.00
Check Total:						1,250.00
56198	08/27/2009	General Fund	Vehicle Supplies	Boyer Sterling Trucks Inc	2009 Blanket PO for Vehicle Repairs	352.91
Check Total:						352.91
56199	08/27/2009	Sanitary Sewer	Accounts Payable	DOLORES CALDER	Refund check	12.13
Check Total:						12.13
56200	08/27/2009	Sanitary Sewer	Operating Supplies	Cemstone Products Co, Inc.	Red River Rheccolor	664.00
56200	08/27/2009	Boulevard Landscaping	Operating Supplies	Cemstone Products Co, Inc.	Red River Rheccolor	413.47
Check Total:						1,077.47
56201	08/27/2009	Sanitary Sewer	Accounts Payable	DELORES CHRISTENSON	Refund check	16.13
56201	08/27/2009	Water Fund	Accounts Payable	DELORES CHRISTENSON	Refund check	4.26
Check Total:						20.39
56202	08/27/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.56
56202	08/27/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
56202	08/27/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.56
56202	08/27/2009	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.66
56202	08/27/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.56
56202	08/27/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						114.66
56203	08/27/2009	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	Mobile Truck Repairs	1,925.24
Check Total:						1,925.24
56204	08/27/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages For Resale	765.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						765.47
56205	08/27/2009	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Pool Supplies	479.12
56205	08/27/2009	P & R Contract Maintenance	Use Tax Payable	Commercial Pool & Spa, Inc.	Sales/Use Tax	-2.06
56205	08/27/2009	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Pool Supplies	334.84
56205	08/27/2009	P & R Contract Maintenance	Use Tax Payable	Commercial Pool & Spa, Inc.	Sales/Use Tax	-1.46
Check Total:						810.44
56206	08/27/2009	Community Development	Building Permits	Maureen Dalnes	Building Permit Refund	31.00
56206	08/27/2009	Community Development	Building Surcharge	Maureen Dalnes	Building Permit Refund-State Surcharge	0.50
Check Total:						31.50
56207	08/27/2009	Recreation Fund	Fee Program Revenue	Shari Dion	Fall Soccer Refund	36.00
56207	08/27/2009	Recreation Fund	Fee Program Revenue	Shari Dion	Fall Soccer Refund	6.00
Check Total:						42.00
56208	08/27/2009	Community Development	Building Permits	Ernest Construction	Building Permit Refund	87.00
56208	08/27/2009	Community Development	Building Surcharge	Ernest Construction	Building Permit Refund-State Surcharge	0.95
Check Total:						87.95
56209	08/27/2009	Golf Course	Operating Supplies	Excel Turf and Ornamental	Eagle Accessories	218.03
Check Total:						218.03
56210	08/27/2009	Recreation Fund	Operating Supplies	Catharina Field	Ice Show Decorations Reimbursement	316.87
Check Total:						316.87
56211	08/27/2009	Recreation Fund	Professional Services	Brent Finnegan	Lacrosse Referee	30.00
Check Total:						30.00
56212	08/27/2009	P & R Contract Maintenance	Operating Supplies	First Call	Nitrile Gloves	68.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	68.36
56213	08/27/2009	Storm Drainage	Operating Supplies	Fra-Dor Blackdirt & Recycle	Dirt	20.00
					Check Total:	20.00
56214	08/27/2009	Police - DWI Enforcement	Professional Services	Jason Gehrman	Lunch for Underage Purchaser	13.25
					Check Total:	13.25
56215	08/27/2009	Golf Course	Vehicle Supplies	GreenImage LLC	Switch, Tire	101.79
					Check Total:	101.79
56216	08/27/2009	General Fund	Rental	Highway Technologies, Inc.	Equipment Rental	146.19
					Check Total:	146.19
56217	08/27/2009	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	401a William Malinen-Employer Portion	337.77
56217	08/27/2009	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	401a William Malinen-Missed Pymts-2008	928.50
					Check Total:	1,266.27
56218	08/27/2009	Telephone	Telephone	Integra Telecom	Telephone	77.01
					Check Total:	77.01
56219	08/27/2009	Risk Management	Professional Services	Integrated Loss Control, Inc	Safety Services	7,392.00
					Check Total:	7,392.00
56220	08/27/2009	Sanitary Sewer	09-02 Roselawn/HamlineVictoria	Benjamin Krueger	Driveway Work Reimbursement	462.50
					Check Total:	462.50
56221	08/27/2009	P & R Contract Maintenance	Operating Supplies	M/A Associates	Trash Can Liners	642.43

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	642.43
56222	08/27/2009	Risk Management	Insurance	The Maguire Agency	Crime Bond	3,000.00
					Check Total:	3,000.00
56223	08/27/2009	Community Development	Deposits	Masterpiece Homes	Construction Deposit Refund	750.00
					Check Total:	750.00
56224	08/27/2009	Housing & Redevelopment A	Professional Services	Maxfield Research, Inc.	Consulting Services-Housing Needs	6,920.00
					Check Total:	6,920.00
56225	08/27/2009	License Center	Training	MDRA	Annual Meeting	40.00
					Check Total:	40.00
56226	08/27/2009	Recreation Fund	Operating Supplies	Mikes Pro Shop	Trophy	8.57
					Check Total:	8.57
56227	08/27/2009	Recreation Fund	Professional Services	Megan Miner	Assisstant Dance Instructor	16.00
					Check Total:	16.00
56228	08/27/2009	Recreation Fund	Operating Supplies	Minnesota Recreation & Park As	Softballs	1,152.64
56228	08/27/2009	Recreation Fund	Use Tax Payable	Minnesota Recreation & Park As	Sales/Use Tax	-74.14
					Check Total:	1,078.50
56229	08/27/2009	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Case #-001023511002	292.00
					Check Total:	292.00
56230	08/27/2009	General Fund	Training	Mn Fire Service Certification	State Certification for HazMat Tech.	25.00
					Check Total:	25.00
56231	08/27/2009	HRA Property Abatement Pr	Payments to Contractors	Mr. Handyman of St. Paul Easte	Fence Painting	498.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						498.00
56232	08/27/2009	License Center	Office Supplies	Pakor, Inc.	Media PP	399.59
56232	08/27/2009	License Center	Use Tax Payable	Pakor, Inc.	Sales/Use Tax	-25.70
Check Total:						373.89
56233	08/27/2009	Sanitary Sewer	09-02 Roselawn/HamlineVictoria	Kenneth Peterson	Driveway Work Reimbursement	1,080.00
Check Total:						1,080.00
56234	08/27/2009	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage-Acct. #-2437	2,900.00
Check Total:						2,900.00
56235	08/27/2009	General Fund	Op Supplies - City Hall	Prairie Restorations, Inc.	Sod Flats	102.60
Check Total:						102.60
56236	08/27/2009	Telephone	St. Anthony Telephone	Qwest	Telephone	79.73
56236	08/27/2009	Telephone	St. Anthony Telephone	Qwest	Telephone	50.55
56236	08/27/2009	Telephone	St. Anthony Telephone	Qwest	Telephone	187.89
56236	08/27/2009	Telephone	Telephone	Qwest	Telephone	365.91
56236	08/27/2009	Telephone	Telephone	Qwest	Telephone	38.89
56236	08/27/2009	Telephone	Telephone	Qwest	Telephone	101.30
Check Total:						824.27
56237	08/27/2009	Telephone	Telephone	Qwest Communications	Telephone	156.16
Check Total:						156.16
56238	08/27/2009	Non Motorized Pathways	Contractor Payments	Ramsey County	Easement Filing Fee	46.00
Check Total:						46.00
56239	08/27/2009	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case #-CV074555	368.03
Check Total:						368.03

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56240	08/27/2009	Community Development	Deposits	Ryan Companies	Construction Deposit Refund-1495 Cty B	2,000.00
56240	08/27/2009	Community Development	Deposits	Ryan Companies	Construction Deposit Refund-1515 Cty B	2,000.00
Check Total:						4,000.00
56241	08/27/2009	Recreation Fund	Professional Services	Melissa Schuler	Assistant Dance Instructor	42.00
Check Total:						42.00
56242	08/27/2009	Recreation Fund	Professional Services	Sciensational Workshops For Ki	Mouse Robot, CSI Classes August 2009	3,625.00
Check Total:						3,625.00
56243	08/27/2009	Community Development	Telephone	Sprint	Cell Phones	34.54
56243	08/27/2009	General Fund	Telephone	Sprint	Cell Phones	34.75
56243	08/27/2009	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	34.64
56243	08/27/2009	Recreation Fund	Telephone	Sprint	Cell Phones	69.07
56243	08/27/2009	Information Technology	Telephone	Sprint	Cell Phones	281.43
56243	08/27/2009	General Fund	Telephone	Sprint	Cell Phones	352.24
56243	08/27/2009	General Fund	Telephone	Sprint	Cell Phones	38.21
Check Total:						844.88
56244	08/27/2009	Water Fund	Accounts Payable	ST PAUL INDUSTRIAL PROP	Refund check	219.38
Check Total:						219.38
56245	08/27/2009	License Center	Other Improvements	St. Paul Linoleum and Carpet C	Carpet Tile Installation	7,402.00
Check Total:						7,402.00
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	110.74
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	183.06
56246	08/27/2009	Information Technology	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	181.49
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	17.03
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	75.37
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	98.23
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	1,307.89
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	183.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	268.02
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	200.36
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	49.04
56246	08/27/2009	Telecommunications	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	29.87
56246	08/27/2009	Solid Waste Recycle	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	29.87
56246	08/27/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	187.29
56246	08/27/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	26.99
56246	08/27/2009	P & R Contract Maintenance	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	185.88
56246	08/27/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	141.25
56246	08/27/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	58.90
56246	08/27/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	165.33
56246	08/27/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	66.25
56246	08/27/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	57.55
56246	08/27/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	43.09
56246	08/27/2009	License Center	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	258.09
56246	08/27/2009	Sanitary Sewer	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	97.50
56246	08/27/2009	Water Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	112.97
56246	08/27/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	31.60
56246	08/27/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	28.08
56246	08/27/2009	Storm Drainage	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Aug 2009	59.08
56246	08/27/2009	General Fund	210500 - Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Aug 2009	1,883.89
Check Total:						6,138.38
56247	08/27/2009	General Fund	Operating Supplies	Staples Business Advantage	Toner	318.94
Check Total:						318.94
56248	08/27/2009	Recreation Fund	Professional Services	Steppingstone Theatre	Field Trip-Reservation #-43967	116.00
Check Total:						116.00
56249	08/27/2009	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	281.75
56249	08/27/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	9.58
Check Total:						291.33
56250	08/27/2009	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Adapter	3.92
56250	08/27/2009	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Box Switch	14.40
Check Total:						18.32
56251	08/27/2009	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2009 Blanket PO for Vehicle Repairs	254.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						254.60
56252	08/27/2009	General Fund	Vehicle Supplies	Toll Gas & Welding Supply	Oxygen	31.90
56252	08/27/2009	General Fund	Vehicle Supplies	Toll Gas & Welding Supply	Cyls	20.40
Check Total:						52.30
56253	08/27/2009	Solid Waste Recycle	Professional Services	Jenny Tondera	Composting Logo Design	175.00
Check Total:						175.00
56254	08/27/2009	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	7,064.44
Check Total:						7,064.44
56255	08/27/2009	Recreation Improvements	CP Dale Street Playground	Urban Companies	Landscaping	3,900.00
Check Total:						3,900.00
56256	08/27/2009	Storm Drainage	Operating Supplies	US Bank	Petty Cash Reimbursement	43.00
56256	08/27/2009	Storm Drainage	Operating Supplies	US Bank	Petty Cash Reimbursement	2.50
56256	08/27/2009	General Fund	Professional Services	US Bank	Petty Cash Reimbursement	10.00
56256	08/27/2009	General Fund	Transportation	US Bank	Petty Cash Reimbursement	30.00
56256	08/27/2009	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	23.78
56256	08/27/2009	General Fund	Transportation	US Bank	Petty Cash Reimbursement	6.00
56256	08/27/2009	General Fund	Miscellaneous	US Bank	Petty Cash Reimbursement	25.36
56256	08/27/2009	Community Development	Operating Supplies	US Bank	Petty Cash Reimbursement	17.12
56256	08/27/2009	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	2.00
56256	08/27/2009	General Fund	Transportation	US Bank	Petty Cash Reimbursement	7.00
56256	08/27/2009	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	11.52
56256	08/27/2009	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	3.18
56256	08/27/2009	General Fund	Training	US Bank	Petty Cash Reimbursement	3.34
Check Total:						184.80
56257	08/27/2009	Building Improvements	Skating Center MN Bonding Proj	Viking Electric Supply, Inc.	Relocate Conduit Under Tarmac	186.83
Check Total:						186.83
56258	08/27/2009	Water Fund	Accounts Payable	BILL & JAMIE WALSH	Refund check	11.93

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	11.93
56259	08/27/2009	Water Fund	Accounts Payable	CLAUDE WORRELL	Refund check	38.14
					Check Total:	38.14
56260	08/27/2009	Information Technology	Telephone	XO Communications Inc.	Telephone	5,242.64
					Check Total:	5,242.64
56261	08/27/2009	General Fund	Professional Services	Ramsey County	Easement Filing Fee	46.00
					Check Total:	46.00
56262	08/27/2009	General Fund	Professional Services	Ramsey County	Easement Filing Fee	46.00
					Check Total:	46.00
56263	08/27/2009	General Fund	Professional Services	Ramsey County	Easement Filing Fee	46.00
					Check Total:	46.00
56264	08/27/2009	General Fund	Professional Services	Ramsey County	Easement Filing Fee	46.00
					Check Total:	46.00
56265	09/01/2009	Water Fund	Accounts Payable	DAVE NOLAN & ANGELA MOELL	Refund check	3.29
					Check Total:	3.29
56266	09/01/2009	Water Fund	Accounts Payable	TERRY GIBBS	Refund check	9.30
					Check Total:	9.30
56267	09/01/2009	Water Fund	Accounts Payable	DAVID HOPSTOCK	Refund check	13.25
					Check Total:	13.25
56268	09/01/2009	Water Fund	Accounts Payable	THOMAS & ISABELLA KEIFER & S	Refund check	6.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						6.47
56269	09/01/2009	Sanitary Sewer	Postage	Lone Oak Companies, Inc.	Utility Billing Section @ 002	438.98
56269	09/01/2009	Water Fund	Postage	Lone Oak Companies, Inc.	Utility Billing Section @ 002	438.98
56269	09/01/2009	Storm Drainage	Postage	Lone Oak Companies, Inc.	Utility Billing Section @ 002	438.99
Check Total:						1,316.95
56270	09/01/2009	Water Fund	Accounts Payable	RONDA MILLER	Refund check	16.30
Check Total:						16.30
56271	09/01/2009	Sanitary Sewer	Accounts Payable	LORINDA MISHEK	Refund check	20.44
56271	09/01/2009	Water Fund	Accounts Payable	LORINDA MISHEK	Refund check	1.90
Check Total:						22.34
56272	09/01/2009	TIF District #17-Twin Lakes	Rental	PIK Terminal Company	Temporary Easement	5,500.00
Check Total:						5,500.00
56273	09/01/2009	Sanitary Sewer	Accounts Payable	JOHN SCHUNEMAN	Refund check	4.58
Check Total:						4.58
56274	09/01/2009	Sanitary Sewer	Accounts Payable	HARRIET STRASBERG	Refund check	12.44
56274	09/01/2009	Water Fund	Accounts Payable	HARRIET STRASBERG	Refund check	29.07
Check Total:						41.51
56275	09/03/2009	General Fund	Clothing	Aspen Mills Inc.	Pants, Shirts	224.35
Check Total:						224.35
56276	09/03/2009	Equipment Replacement	FunRental - Copier Machines	Banc of America Leasing	Copier Leases at City Hall	2,885.16
Check Total:						2,885.16
56277	09/03/2009	TIF District #17-Twin Lakes	Professional Services	Braun Intertec Corporation	Twin Lakes Building Demolition	4,073.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						4,073.15
56278	09/03/2009	Telephone	Unity Voice Mail Box	CDW Government, Inc.	Cisco Direct LIC	1,229.06
Check Total:						1,229.06
56279	09/03/2009	General Fund	Operating Supplies	Coffee Mill, Inc.	Coffee Supplies	278.00
Check Total:						278.00
56280	09/03/2009	General Fund	Contract Maintenance	Comcast Cable	Cable TV	4.70
Check Total:						4.70
56281	09/03/2009	General Fund	Operating Supplies	Deluxe Business Forms	AP Check Stock	471.24
Check Total:						471.24
56282	09/03/2009	General Fund	Operating Supplies	Fed Ex	Bond Payment Documents to DTC	28.91
56282	09/03/2009	License Center	Professional Services	Fed Ex	Shipping Charges	348.63
Check Total:						377.54
56283	09/03/2009	General Fund	Vehicle Supplies	First Call	Battery	12.45
Check Total:						12.45
56284	09/03/2009	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Blackdirt & Recycle	2009 Blanket PO for Black Dirt	111.55
56284	09/03/2009	Boulevard Landscaping	Operating Supplies	Fra-Dor Blackdirt & Recycle	Black Dirt	100.00
56284	09/03/2009	Water Fund	Operating Supplies	Fra-Dor Blackdirt & Recycle	Black Dirt	100.00
56284	09/03/2009	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Blackdirt & Recycle	2009 Blanket PO for Black Dirt	254.44
Check Total:						565.99
56285	09/03/2009	General Fund	Contract Maintenance Vehicles	GCR Truck Tire Centers	Tires	673.65
Check Total:						673.65
56286	09/03/2009	Recreation Fund	Professional Services	Josephine Geiger	Volleyball Officiating	132.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	132.00
56287	09/03/2009	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Truck Rope	69.27
					Check Total:	69.27
56288	09/03/2009	Sanitary Sewer	Operating Supplies	General Repair Service	Alternating Relay	379.82
					Check Total:	379.82
56289	09/03/2009	General Fund	Operating Supplies City Garage	Gertens Greenhouses	Trees, Bushes	548.48
					Check Total:	548.48
56290	09/03/2009	Storm Drainage	Contract Maintenance	Goldstar Electric Inc	Storm Water Booster-St. Croix Pond	640.00
					Check Total:	640.00
56291	09/03/2009	Community Development	Computer Equipment	Hewlett-Packard Company	Dock Station	175.69
56291	09/03/2009	Community Development	Computer Equipment	Hewlett-Packard Company	Desktop Computer	597.98
56291	09/03/2009	Community Development	Computer Equipment	Hewlett-Packard Company	Desktop Computer	2,619.15
56291	09/03/2009	Information Technology	Operating Supplies	Hewlett-Packard Company	Dock Station	87.84
					Check Total:	3,480.66
56292	09/03/2009	Recreation Fund	Professional Services	Pat Hubbard	Volleyball Officiating	110.00
					Check Total:	110.00
56293	09/03/2009	Water Fund	Professional Services	Instrumental Research, Inc.	Coliform Bacteria	360.00
					Check Total:	360.00
56294	09/03/2009	Telephone	Telephone	Integra Telecom	Telephone-Acct #-641624	68.32
					Check Total:	68.32
56295	09/03/2009	Housing & Redevelopment A	Professional Services	Kennedy & Graven, Chartered	Legal Fees Through June 30, 2009	177.54

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						177.54
56296	09/03/2009	Storm Drainage	Contract Maintenance	Landscape Renovations	Place large "Dresser Trap Boulders" at b	3,795.00
Check Total:						3,795.00
56297	09/03/2009	Risk Management	Parks & Recreation Claims	League of MN Cities Ins Trust	LMCIT Claim#: 11069770	320.75
Check Total:						320.75
56298	09/03/2009	Recreation Fund	Professional Services	Michael Miller/ISN	Umpire Adult Softball Games	2,250.00
Check Total:						2,250.00
56299	09/03/2009	Water Fund	Hydrant Meter Deposits	Minncomm	Hydrant Meter Refund	1,100.00
Check Total:						1,100.00
56300	09/03/2009	Water Fund	Professional Services	MN Dept of Health	Permit Fee	150.00
Check Total:						150.00
56301	09/03/2009	General Fund	Training	Mn Fall Maintenance Expo	Fall Maintenance Expo-10 attendees	250.00
Check Total:						250.00
56302	09/03/2009	General Fund	Memberships & Subscriptions	NFPA	Subscription Renewal	78.65
Check Total:						78.65
56303	09/03/2009	General Fund	Memberships & Subscriptions	NFPA International	Subscription Renewal-Loftus	787.50
Check Total:						787.50
56304	09/03/2009	General Fund	Training	Operating Engineers Local	Equipment Operator Course	450.00
56304	09/03/2009	Sanitary Sewer	Training	Operating Engineers Local	Equipment Operator Course	450.00
56304	09/03/2009	Water Fund	Training	Operating Engineers Local	Equipment Operator Course	900.00
56304	09/03/2009	Storm Drainage	Training	Operating Engineers Local	Equipment Operator Course	450.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						2,250.00
56305	09/03/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	2009 Blanket PO for Vehicle Repairs	175.15
56305	09/03/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	2009 Blanket PO for Vehicle Repairs	9.74
Check Total:						184.89
56306	09/03/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	400.00
Check Total:						400.00
56307	09/03/2009	Sanitary Sewer	Professional Services	Quality Restoration Services,	Sign Rental	87.19
Check Total:						87.19
56308	09/03/2009	Telephone	St. Anthony Telephone	Qwest	Telephone	134.55
56308	09/03/2009	Telephone	Telephone	Qwest	Telephone	56.69
56308	09/03/2009	Telephone	NSCC Telephone	Qwest	Telephone	202.68
56308	09/03/2009	Telephone	Telephone	Qwest	Telephone	360.36
Check Total:						754.28
56309	09/03/2009	Community Development	Professional Services	Ramsey County Prop Rec & Rev	Abstract Recording Fee-2005	46.00
Check Total:						46.00
56310	09/03/2009	Water Fund	Professional Services	Reed Business Information	Construction Bulletin Legal Ads	157.44
Check Total:						157.44
56311	09/03/2009	Sanitary Sewer	Operating Supplies	Roto-Rooter Services Company	Spot Repair	474.25
Check Total:						474.25
56312	09/03/2009	General Fund	Contract Maint. - City Hall	Schindler Elevator Corporation	Elevator Service	163.65
56312	09/03/2009	General Fund	Contract Maint. - City Hall	Schindler Elevator Corporation	Elevator Service	1,061.49
Check Total:						1,225.14
56313	09/03/2009	Housing & Redevelopment A	Professional Services	Sheila Stowell	HRA Meeting Minutes	132.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56313	09/03/2009	Housing & Redevelopment A	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
Check Total:						137.04
56314	09/03/2009	General Fund	Training	Twin Cities Transport & Recove	Cars for Extraction	106.87
Check Total:						106.87
56315	09/03/2009	General Fund	Vehicle Supplies	United Rentals-Highway Technol	2009 Blanket PO for Vehicle Repairs	598.67
Check Total:						598.67
56316	09/03/2009	General Fund	Operating Supplies	Vance Brothers Inc	Miscellaneous Asphalt Supplies	118.10
Check Total:						118.10
56317	09/03/2009	Water Fund	Operating Supplies	Wheeler Lumber LLC	Black Steel Edging	92.34
Check Total:						92.34
Report Total:						2,613,761.65

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09-14-09
Item No.: 7.b

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Approval of 2009-2010 Business Licenses

BACKGROUND

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

Massage Therapist

Vonnie M. Hoschette

At VMH Therapies

3101 Old Highway 8, Suite 202

Roseville, MN 55113

Massage Therapy Establishment

VMH Therapies

3101 Old Highway 8, Suite 202

Roseville, MN 55113

Gasoline Station

Now & Later Market

2719 Lexington Avenue North

Roseville, MN 55113

Cigarette/Tobacco Products

Now & Later Market

2719 Lexington Avenue North

Roseville, MN 55113

30

31 **POLICY OBJECTIVE**

32 Required by City Code

33 **FINANCIAL IMPACTS**

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

35 **STAFF RECOMMENDATION**

36 Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements.

37 **REQUESTED COUNCIL ACTION**

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

39

40

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

41



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30 2010

1. Legal Name Donnie Marie Hoschette
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____

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

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

UMH Therapies 3101 Old Highway 8 Ste 202

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

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

License fee is 75.00

Make checks payable to City of Roseville



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

Massage Therapy Establishment License Application

Business Name YMA Therapies
Business Address 3101 Old Highway 8 Ste 202, Roseville, 55113
Business Phone 651-485-5741
Email Address _____
Person to Contact in Regard to Business License:
Legal Name Donnie Hoschette
Address _____
Phone _____ Date of Birth _____
Drivers License Number _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2009, and ending June 31, 2010, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required	Fee
Massage Therapy Establishment	\$300.00
	\$150.00 Background Check (new license only)

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. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature Donnie Hoschette
Date August 20, 2009

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

Gasoline Station License Application

Business Name Now & Later MARKET
Business Address 2719 Lexington Avenue North Roseville MN 55113
Business Phone 651 483 0075
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

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

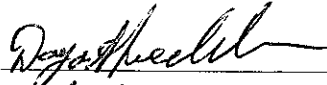
License Required

Fee

Gasoline Station

\$130.00

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 
Date 09/03/09

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

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

Cigarette/Tobacco Products License Application

Business Name Now & Later MARKET LLC
Business Address 2719 LEXINGTON AVENUE NORTH
Business Phone 651 483 0075
Email Address _____

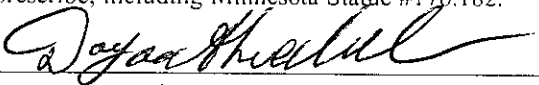
Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

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

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$100.00

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 
Date 07/08/09

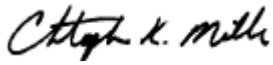
If completed license should be mailed somewhere other than the business address, please advise.

REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 7 . c

Department Approval

City Manager Approval



Item Description: Request for Approval of 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	Item / Description	Amount
Stormwater	Goodmanson Construct.	Concrete storage bin at compost site	\$ 9,325.00

Sale of Surplus Vehicles or Equipment

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

Department	Item / Description
n/a	n/a

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

18 **STAFF RECOMMENDATION**

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

21 **REQUESTED COUNCIL ACTION**

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

24

25

Prepared by: Chris Miller, Finance Director

Attachments: A: None

26

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09-14-09
Item No.: 7.d

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Szechuan, Inc. application for On-Sale Wine and On-Sale 3.2% Liquor License.

Background

Szechuan, Inc. has applied for On-Sale Wine and On-Sale 3.2% liquor license at 2193 Snelling Ave N. The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Szechuan, Inc. will attend the hearing to answer any questions the Council may have.

Financial Implications

The revenue that is generated from the license fees collected is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws, and license administration.

Council Action

Motion to set a public hearing for On-Sale Wine and On-Sale 3.2% liquor license, for Szechuan, Inc. to be held on September 28, 2009.

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



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 133, 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: 1-1-09 To: 12-31-09

Circle One: (New License) License Transfer _____ Suspension Revocation Cancel _____
 (former licensee name) (Give dates)

License type: (circle all that apply) (On Sale Intoxicating) (Sunday Liquor) Wine \$750
3.2% On sale 100 3.2% Off Sale

Fee(s): On Sale License fee: \$ 1000 Sunday License fee: \$ 200.00 3.2% On Sale fee: \$ 100 3.2% Off Sale fee: \$ _____

Licensee Name: JESSE H. WONG DOB _____ Social Security # _____
 (corporation, partnership, LLC, or Individual)

Business Trade Name SZECHUAN Business Address 2193 SWELLING AVE City ROSEVILLE

Zip Code 55113 County RAMSEY Business Phone 651-633-7113 Home Phone _____

Home Address _____ ty _____ Licensee's MN Tax ID # _____

Licensee's Federal Tax ID # _____ (To Apply call 651-296-6181)
 (To apply call IRS 800-829-4933)

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

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?

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

Workers Compensation Insurance Company Name: THE TRAVELERS INDEMNITY Policy # _____

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.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09

Item No.: 7.e

Department Approval

City Manager Approval



Item Description:

ACCEPT \$600 DONATION FROM TARGET CORPORATION

BACKGROUND

In August of 2009 Target Corporation graciously donated \$600.00 to the police department for the translation of the department's Crime Victim Information Packet to Spanish and Somali.

POLICY OBJECTIVE

Allow the police department to accept the funds donated by Target Corporation to partially cover the cost of translation (Betmar Languages) of \$655.00.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Allow the police department to accept the funds donated by Target Corporation.

REQUESTED COUNCIL ACTION

Request Council approval to accept the donation from the Target Corporation.

Prepared by:

Attachments: A:

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 7.f

Department Approval

City Manager Approval

WJ Malinen

Item Description: Quarterly Update of Imagine Roseville 2025 Medium and Long Term Goals

BACKGROUND

The September 2009 Update of the Imagine Roseville 2025 Medium and Long Term Goals is provided in fulfillment of the City Manager's requirement to regularly report the progress of staff to the Council.

REQUESTED COUNCIL ACTION

Receive the September 2009 Quarterly Update of the Imagine Roseville 2025 Medium and Long Term Goals.

Prepared by: Bill Malinen

Attachments: A: September 2009 Update of the Imagine Roseville 2025 Medium and Long Term Goals

**Imagine Roseville 2025
Medium & Long Term Goals
September 2009 Update**

Medium Term Goals

Encourage businesses with family-sustaining jobs

- ❑ **Twin Lakes infrastructure project underway.** *PT 9/09*
- ❑ Twin Lakes infrastructure project out for bids. Expected start date, June 2009 *PT 6/09*
- ❑ Began the design work for the Twin Lakes public infrastructure to better position the project to take advantage of development opportunities when they arise. *PT 3/09*
- ❑ This past spring, the City created the Twin Lakes Public Financial Participation Framework that created a high priority in granting TIF funds within Twin Lakes to projects that create family-sustaining jobs. *PT 7/08*

More actively support existing businesses

- ❑ **No new activity to report at this time** *PT 9/09*
- ❑ Worked with the Ramsey County and State of Minnesota to assist UV Color with their expansion plans. *PT 6/09*
- ❑ No new activity to report at this time. *PT 3/09*
- ❑ Given the budget dollars, funding is not possible for 2009. *PT 10/08*
- ❑ Staff has brought forward to the Council about participating in the Twin Cities Capital Community Fund, which will lend money to businesses in participating communities. Decision pending. *PT 7/08*

Increase funding for and more actively promote housing redesign program

- ❑ **No new activity to report at this time** *PT 9/09*
- ❑ The Multi-Family loan program is in place, but no applications have been received. *PT 6/09*
- ❑ The RHRA has discontinued the redesign program due to a lack of interest. However, the RHRA has instituted a new multi-family loan program to assist property owners to make exterior improvements and incorporate energy efficient improvements in their buildings. *PT 3/09*
- ❑ Given the limited participation, the RHRA is proposing to no longer fund the program and utilize funding for existing loan programs and marketing of RHRA services to reach more residents. The RHRA is preparing to create a multi-family rehab program to allow for reinvestment in aging properties. *PT 10/08*
- ❑ In the past six months, the Roseville HRA has reviewed the existing redesign program and has changed some of the program guidelines to make it available to more people. Improvements to program ongoing. *PT 7/08*

Provide loans and other assistance to help people maintain property

- ❑ **The HRA has revisited its strategic plan in order to reprioritize its goals and programs.** *PT 9/09*
- ❑ **The HRA is paying for page in the City newsletter to better promote its programs as well as providing resources for our residents.** *PT 9/09*
- ❑ No new activity to report *PT 6/09*
- ❑ The RHRA has created a new multi-family loan program to foster reinvestment into the community's multi-family housing stock. In addition, the City has improved its code enforcement policies and procedures to better inform residents and property owners. *PT 3/09*
- ❑ In 2008, the Roseville HRA consolidated its loan program into one program for easier convenience. The RHRA also continues to

	contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. <i>PT 10/08</i> ❑ In the past six months, the Roseville HRA has reviewed its existing loan programs and has consolidated two loan programs into one and have made the funds more available for residents to make exterior and interior improvements. The Roseville HRA also added another \$133,000 to the loan pool. The Roseville HRA continues to contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. <i>PT 7/08</i>
Seek collaborative partners and alternative funding mechanisms	❑ JPA signed with City of Vadnais Heights for IT support services. Value of the contract is \$48,000 annually. <i>CM 6/09</i> ❑ 2009 Joint Fiber Optic Network between Roseville Schools and Ramsey County Library System to connect governmental facilities. Total value of construction is approximately \$225,000. <i>CM 6/09</i> ❑ Engaged the City of Lake Elmo to provide Accounting Services generating surplus monies. <i>CM 3/09</i> ❑ Provided City Manager proposal for creating a Streetlight Utility for funding installation and operation of streetlights citywide. <i>DS 10/08</i> ❑ Alternative funding mechanisms have been discussed briefly but not yet researched to determine whether viable. <i>CM 7/08</i>
Foster youth leadership and development	❑ Re-implementation of the Police Explorers Program in 2008. <i>CS 3/09</i> ❑ Improved relatively new Leaders in Training (LIT) program. No new programs have begun at this time. <i>LB 7/08</i>
Citywide transportation system	❑ Will explore opportunities for connection from new Park N Ride facility. <i>DS 3/09</i> ❑ Researching possibilities of moving youngsters to and from programs and facilities. <i>LB 7/08</i>
Update Master Plans (to include parks and community facilities) throughout Parks & Recreation System.	❑ City Council authorized an agreement with LHB/Cornejo to lead the System Master Plan Update <i>LB 9/09</i> ❑ Received nine proposals, will interview three. Plan to make recommendation in June or July 2009 <i>LB 6/09</i> ❑ Received nine proposals, will interview three. Plan to make recommendation in June or July 2009 <i>LB 6/09</i> ❑ RFPs issued, proposals received and analyzed. Plan to bring to City Council in March, 2009 for consideration. Difficult as no funding for the project has been identified. <i>LB 3/09</i> ❑ Pathway Master Plan approved by City Council in September. <i>DS 10/08</i> ❑ RFP being finalized with Parks and Recreation Commission. Will soon bring to City Council for input and authorization to issue. <i>LB 10/08</i> ❑ Pathway Plan update underway. <i>DS 7/08</i> ❑ Met with six firms to gather pre request for proposal (RFP) information. Plan to discuss further with Parks and Recreation Commission at an upcoming meeting. <i>LB 7/08</i>
Include shade pavilions and/or park shelters at all parks to promote neighborhood connections and accommodate neighborhood gatherings	❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. <i>LB 7/08</i>
Revise water rates from use base to conservation base incentives for 10-20%	❑ For 2009, adopted a conservation-based rate structure to encourage water conservation and greater transparency in actual costs. <i>CM 3/09</i>

reduction in residential and business usage	❑ PWETC recommendation for 2009 implementation at September 08 meeting. Anticipate Council discussion November 2008. <i>DS 10/08</i> ❑ Discussed with PWETC April, 2008 Council discussion August/September 2008. <i>DS 7/08</i> ❑ Initial discussions are expected in the Fall of '08, but our rate structure is heavily dependent on high water users to support utility operations. It is unlikely that our rate structure could be changed to a conservation base until 2010. <i>CM 7/08</i>
Fund Citywide traffic model	❑ No new activity <i>DS 6/09</i> ❑ No new activity (funding challenges). <i>DS 3/09</i> ❑ No new activity. <i>DS 10/08</i> ❑ CIP discussion item. <i>DS 7/08</i>
Encourage development of transit, walkability and alternate transportation	❑ Staff is planning on sending out RFPs for the new zoning code in September. <i>PT 9/09</i> ❑ Rice Street Interchange design will incorporate bike and ped facilities into the design and have discussed transit needs with Met Council. <i>DS 6/09</i> ❑ In anticipation of designing a new zoning code, staff, the Planning Commission, and the City Council are reviewing the use of form-based codes for the new zoning code. Form based codes emphasize walkability and alternative transportation. <i>PT 6/09 - see also Long Term Goals</i> ❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Long Term Goals</i> ❑ Comp Plan Transportation section discusses each of these items. Council discussion October 08. <i>DS 10/08</i> ❑ Livable Communities concepts incorporated into design guidelines, Pathway Master Plan discusses ped and bike goals and policies. <i>DS 7/08</i>
Long Term Goals	
Develop program to provide fire, safety, CPR, fire extinguisher training to businesses	❑ The Fire Department started offering fire training classes and CPR classes to businesses and community members who request such training. This started with the adoption of the City Fee Schedule on November 17, 2008. <i>RG 3/09</i> ❑ The Fire Dept will begin offering CPR/AED at a rate of \$80 per student and Safety Training at a rate of \$80 per hour. Costs will cover prorated trainer's salary/benefits, books, training materials, administrative time. These services will be offered to businesses once the City's fee schedule is amended to include these fees and this <i>IR2025</i> goal will be complete. <i>RG 7/08</i>
Community Center Discussion	❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. <i>LB 7/08</i>
Establish a Community Resource and Volunteer Center/Network with support and coordinating staff to recruit, train, nurture volunteers.	❑ Proposal accepted by the 2009 Leadership St. Paul Program to assign a group to Roseville to enhance the volunteer program by creating a comprehensive community volunteer model. <i>LB 3/09</i> ❑ Researching possible resources needed to establish such a program and what a program of this type would look like. <i>LB 7/08</i>
Identify segments with poor or no connection. Follow Master plan guide. Address Hwy 36 and Snelling crossing barriers: tunnels or bridges at Lydia, Co C, Co B, or Roselawn	❑ No new activity. <i>DS 6/09</i> ❑ Developing Fairview NTP Pathway project for 2009 construction. Seeking funding opportunities. <i>DS 3/09</i> ❑ Pathway Master Plan adopted September 08. Seeking funding

	opportunities. <i>DS 10/08</i> ❑ Discussed as part of Pathway Plan update, incorporate into final draft plus additional locations. <i>DS 7/08</i>
Consider Roundabouts, if space and buying R.O.W. is feasible	❑ First Roundabout will be constructed late summer 2009 in Twin Lakes Phase I <i>DS 6/09</i> ❑ Roundabout included in Phase I Twin Lakes improvements construction 2009. <i>DS 3/09</i> ❑ No new activity. <i>DS 10/08</i> ❑ Look into ROW requirements and identify possible corridors 2009. <i>DS 7/08</i>
Add buses and routes for flexibility and suburb-to-suburb travel	❑ No new activity <i>DS 6/09</i> ❑ Explore opportunities created by new Park N Ride <i>DS 3/09</i> ❑ Discussed this flexibility with Metro Transit for Twin Lakes Park N Ride facility. <i>DS 10/08</i> ❑ Continue to push this issue in all discussions with Metro Transit. <i>DS 7/08</i>
Encourage development of transit, walkability and alternate transportation	❑ In anticipation of designing a new zoning code, staff, the Planning Commission, and the City Council are reviewing the use of form-based codes for the new zoning code. Form based codes emphasize walkability and alternative transportation. <i>PT 6/09</i> ❑ No new activity <i>DS 3/09</i> ❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Med Term Goals</i> ❑ Included in Transportation section of Comp Plan. <i>DS 10/08</i> ❑ The City has also been working with surrounding communities to promote the development of the Northeast Diagonal as a transit corridor. <i>PT 10/08</i> ❑ Identify needs in CIP 2009-2018 Meeting with Northeast Diagonal cities to pursue getting corridor back into 2030 Plan. <i>DS 7/08</i> ❑ These items are being emphasized in the Comprehensive Plan Update with the goal of making alternative forms of a greater priority in the community's growth and redevelopment in the future. <i>PT 7/08</i>
Work w/ Metro Transit to identify location of long-term park-n-ride facility	❑ Under construction. Expected completion by 12/31/09 <i>PT 6/09</i> ❑ Metro Transit relooking at the Rice Street/Hwy 36 area <i>DS 6/09</i> ❑ Approved and open by 12/31/09 <i>DS 3/09</i> ❑ The City Council approved the Metro Transit Park and Ride facility in December 2008. Construction will commence in the spring of 2009 and will be completed by the end of the 2009. <i>PT 3/09</i> ❑ Ongoing. The City Council is currently considering the construction of a new park and ride facility located within Twin Lakes that is expected to replace the spaces at Rosedale Mall after 2011. Staff continues to have dialogue with Metro Transit staff regarding needs for additional park and ride facilities. <i>PT 10/08</i> ❑ Council Consideration of Twin Lakes facility October 2008. <i>DS 10/08</i> ❑ Underway for Twin Lakes, additional future needs along Hwy 36 corridor east end of Roseville. <i>DS 7/08</i>
Continue to lobby for the Northeast Diagonal transit line	❑ No new activity to report at this time. <i>PT 9/09</i> ❑ No new activity to report at this time. <i>PT 6/09</i> ❑ No new activity to report at this time. <i>PT 3/09</i> ❑ City is currently working with the City of Vadnais Heights to build a coalition with surrounding communities to promote the development of the NE Diagonal as a transit corridor. Language supporting the use of

the NE Diagonal is currently in the draft Comp Plan. *PT 10/08*

- ❑ Council Discussion September 2008. *DS 10/08*
- ❑ Meeting with adjacent cities July 2008. *DS 7/08*

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09

Item No.: 7.g

Department Approval

City Manager Approval



Item Description: **Adopt Restated Cafeteria Plan Documents**

BACKGROUND

The cafeteria plan documents govern the pre-tax premium contributions made by employees as well as the health care spending account and dependent care spending account. Changes in laws and regulations occur regularly, affecting the administration of the plan and requiring the documents to be updated reflecting these changes. The City of Roseville documents have not been updated since 1994 and are outdated.

EXAMPLES OF REQUIRED UPDATES

- Over the years the City has added several new deductible plans and eliminated the 100% coverage plan.
- The City has added the Health Savings Account (HSA). HSA employee contributions are governed by the cafeteria plan; therefore, new language is needed in the documents to ensure accuracy.
- Last year Minnesota law changed the definition of dependent as it relates to certain insurance coverages.

The documents have been revised and are ready for adoption. It takes into account the current laws and regulations and the new plans that have been approved by City Council.

REQUESTED COUNCIL ACTION

Adopt restated Cafeteria Plan document language to accurately reflect current pre-tax benefits available to City of Roseville staff.

Prepared by: Eldona Bacon

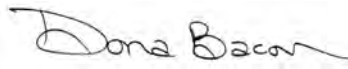
REQUEST FOR COUNCIL ACTION

Date: 9/14/09

Item No.: 7.h

Department Approval

City Manager Approval



Item Description:

Approve 2009 Law Enforcement Legal Services(LELS) Contract Terms

BACKGROUND

The City of Roseville has three collective bargaining units. This report is regarding the Police Officer's unit which has 39 city employees in the LELS bargaining unit. They are comprised of non-supervisory licensed officers.

Although city employee wages are provided in five different plans, the City maintains a policy of overall parity for all employees. According to this philosophy, the City strives for comparable cost of living increases and benefits for these five employee groups. In addition, the City benchmarks itself with comparable municipalities.

Council had provided for a 2.9 % wage increase in the 2009 budget. However, since 2004 Police Officers, when compared internally, have received slightly higher cost of living wage increases compared with other staff to keep them in a steady position with their peers in comparable communities.

The Union and the City were scheduled for arbitration over wages and uniform allowance on September 9. However, this arbitration has been canceled because of a tentative agreement. Based on internal and external data, the 2009 proposed and tentative agreement terms between the union and the City are the following:

Description of Proposed Agreement

1. CONTRACT DURATION:

- Term of 1 year from 1/1/09 - 12/31/09

2. WAGES:

- 1/1/09 increase all LELS union classifications 3%. Provide a 5% (98 cents per hour) market adjustment to the starting wage to help with recruiting efforts and bring the entry wage up to 92% of the average for the 10

comparable Cities. Provide a .2% (6 cents per hour) market adjustment to the step program from the six month step through top pay at three years in order to maintain the officers at 98.2% of the average for the 10 comparable Cities as they were in 2008.

3. LONGEVITY:

- Same three percent increase as the wage increase.

4. UNIFORMS:

- The City will provide a uniform allowance of \$720 for uniformed officers and \$636 for all others in unit for 2009. This is the same amount as 2008.

5. INSURANCE:

- Same as City Council has provided to all other City staff.

***All other groups are settled for the year 2009.**

POLICY OBJECTIVE

Each year the City budgets wage and benefit adjustments for all employees. The adjustments stem from the best information known or anticipated from the metro labor market, labor settlements, and consumer price index.

The City's compensation policy objectives include:

Internal Equity – maintaining a compensation and benefit package that is as consistent as possible between the City's three union and two non-union groups.

External Equity- maintaining compensation and benefits packages that are equivalent to comparable cities for comparable positions.

BUDGET IMPLICATIONS

This proposed package costs the City \$6,222 more than the Council-approved 2.9% in the 2009 budget, but saves approximately \$20,000 in arbitration fees plus the cost of additional staff time and any amount awarded by the arbitrator beyond the approved 2.9%.

STAFF RECOMMENDATION

Staff recommends approval of the 2009 LELS contract.

REQUESTED COUNCIL ACTION

Motion to approve the proposed terms and conditions for the 2009 collective bargaining agreement with the LELS, directing City staff to prepare the necessary documents for execution, subject to City Attorney approval.

Prepared by: Eldona Bacon, Human Resources Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 7.i

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Consider Approving a Joint Powers Agreement with the City of Forest Lake

BACKGROUND

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

The City of Roseville currently employs seven full-time employees and one part-time employee to administer the information systems for the City of Roseville and twenty two (22) other municipal and governmental agencies. The proposed JPA with the City of Forest Lake is similar to the other Agreements in both structure and substance.

The attached JPA has been approved by the City of Forest Lake 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 JPA provides non-tax revenues to support City operations. The hourly rates charged to other cities are approximately twice the total cost of the City employee; yet substantially lower than could be obtained from private companies – hence the value to other cities is greater.

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

STAFF RECOMMENDATION

Staff recommends the Council approve the attached JPA.

REQUESTED COUNCIL ACTION

Approve the attached JPA with the City of Forest Lake for the purposes of providing information technology support.

29

Prepared by: Chris Miller, Finance Director

Attachments: A: JPA with the City of Forest Lake

30

**JOINT POWERS AGREEMENT
FOR THE CITY OF ROSEVILLE EXTENSION OF MIS SERVICES AND
SUPPORT TO CITY OF FOREST LAKE**

THIS AGREEMENT, entered into by and between the **CITY OF ROSEVILLE**, a Minnesota municipal corporation ("Roseville"), and **CITY OF FOREST LAKE** a Minnesota municipal corporation ("Forest Lake"), is effective upon the execution of this Agreement by the named officers of both entities.

RECITALS

WHEREAS, Roseville has an established Information Technology Department and technical employees that are able to provide the services requested by Forest Lake, and;

WHEREAS, Roseville has an existing Microsoft Windows Active Directory networking domain including Microsoft Exchange messaging systems;

WHEREAS, Forest Lake is in need of information technology and network related services and support, and;

WHEREAS, Minnesota Statute 471.59 authorizes political subdivisions of the State to enter into Joint Powers Agreements for the joint exercise of powers common to each.

NOW, THEREFORE, it is mutually stipulated and agreed to as follows:

1. SERVICES.

A. Roseville shall provide qualified management information systems employees of Roseville ("Employees") to perform computer, network and related technical services required by Forest Lake. These services include the following:

- User access to Active Directory services, including MS Exchange Messaging and SharePoint Services, subject to global security policies and procedures.

- Desktop technical support for issues not resolvable in-house.
- Necessary network licenses to access Active Directory services and Exchange messaging application.
- Desktop Antivirus Management, Licensing, and Support

Support of systems to be provided by Roseville is generally within normal working hours of 8:00 a.m. until 4:30 p.m. Monday through Friday. However considerations will be made for emergency situations and system upgrades which would require off hours support.

B. Roseville shall be solely responsible for compensating the assigned Employee(s) engaged in providing computer and technical services under this Agreement, including any overtime wages incurred, as well as any insurance or employee benefits provided under the policies or agreements of Roseville. In addition, Roseville shall be solely responsible for worker's compensation, reemployment insurance benefits, and other employee related laws, including OSHA, ERISA, RLSA, and FMLA. Roseville shall retain the authority to control the employees, including the right to hire, fire and discipline them.

C. Forest Lake will provide the necessary office, equipment, and supplies for the assigned Employee(s) to provide the services required hereunder and will bear all costs attendant thereto. Forest Lake is responsible for any additional licensing, software, and hardware necessary to operate and access network servers and other related equipment owned by Forest Lake.

D. The City Administrator, or his designee, of Forest Lake shall communicate scheduling of work to be performed by the assigned Employee(s).

2. PAYMENT. Forest Lake will compensate Roseville for services rendered under this agreement in the annual amount of SIXTY FOUR THOUSAND and No/100 Dollars (\$64,000.00) for services rendered based on the adopted cost distribution model. Annual

adjustments will be presented to Forest Lake as part of an established budget review process. All proposed increases are to be presented to Forest Lake no later than June 1st of each year. Forest Lake shall make monthly payments, upon presentation by Roseville of a monthly billing equal to one-twelfth (1/12th) of the annual amount herein stated.

3. INDEMNIFICATION. Roseville agrees to assume sole liability for any negligent or intentional acts of the assigned Employee(s) while performing the assigned duties within the jurisdiction of either city. Each city agrees to indemnify, defend, and hold harmless the other from any claims, causes of action, damages, loss, cost or expenses including reasonable attorney's fees resulting from or related to the actions of each city, its officers, agents or employees in the execution of the duties outlined in this Agreement, except as qualified by the previous sentence.

4. TERMINATION, SEPARABILITY.

A. This Agreement may be terminated by either party upon ninety (90) days' notice provided to the respective City Manager of Roseville or City Administrator of Forest Lake.

B. Upon termination no further amounts shall be due and payable by Forest Lake to Roseville under Section 2 of this agreement and any and all records or property of the respective cities will be returned to the appropriate city within 90 days.

C. This Agreement is governed by the laws of the State of Minnesota.

D. In the event that any provision of this Agreement is held invalid, the other provisions remain in full force and effect.

E. This agreement may not be assigned by any party without the prior consent of the other party.

IN WITNESS WHEREOF, the City of Roseville and City of Forest Lake have caused this Agreement to be duly executed effective on the day and year last entered below.

Dated: _____

CITY OF ROSEVILLE

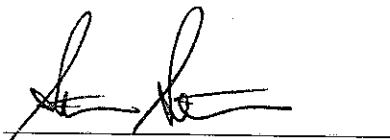
By: _____
Craig Klausing
Its Mayor

By: _____
Bill Malinen
Its City Manager

Dated: 8-24-09

CITY OF FOREST LAKE

By:  _____

By:  _____

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09/14/2009
Item No.: 7.j

Department Approval

P. Trudgeon

City Manager Approval

Item Description: **Approve Resolution Identifying Need For LCDA Grant Funds and Allowing Submission of a Grant Application for the Sienna Green (Har Mar Apartments) Phase 2**

1 BACKGROUND

2 The Metropolitan Council solicited grant proposals for its Livable Communities Demonstration
3 Account. The proposals were due on August 24, 2009. Working with City Staff, Aeon prepared a
4 proposal requesting \$297,100 in grant funds for both onsite and offsite improvements at Sienna
5 Green Phase II. Specifically, the request included:

6 Site Acquisition	\$95,000
7 Design & Engineering	\$17,500
8 Site Grading	\$40,000
9 Stormwater Management	\$20,000
10 Sidewalk Improvements	\$75,600
11 Street lighting	\$49,000

12 As part of their discussions with staff, Aeon suggested that the proposal could include a request
13 for the construction of a sidewalk along West Snelling Drive from the Sienna Green site to
14 County Road B. This segment of sidewalk is identified in the 2008 Pathway Master Plan as part
15 of the connection from Har Mar Mall to Rosedale.

16 In order to be considered for grant funding, the City Council must adopt a resolution finding that
17 there is a need for LCDA funds and allowing for the submission of an application by September
18 24, 2009.

19 POLICY OBJECTIVE

20 By applying for LCDA grant funds, the City is working with Aeon to secure regional financial
21 resources for Sienna Green Phase II, affordable housing project, which is supported by the
22 preliminarily approved 2030 Comprehensive Plan.

23 This grant application also supports the implementation of the 2008 Pathways Master Plan in
24 seeking resources for the construction of pedestrian facilities.

BUDGET IMPLICATIONS

This project should not impact the City's budget. As stated in the grant application, the implementation of the public portion of this project (i.e. sidewalk along West Snelling Drive) is not part of the City's Capital Improvements Budget for 2009 or 2010. The full cost of this project has been requested as part of the grant application. If it is not funded in full or actual costs exceed the estimate, Aeon will seek additional outside funding sources.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the resolution identifying need for LCDA funding and allowing for the submission of a grant application. By submitting a grant application to assist with the construction of both onsite and offsite improvements at Sienna Green, the City is leveraging funds to assist with the construction a public sidewalk that would not otherwise get built without this project. Many residents of this apartment complex rely on the public transportation system or work at the service-sector businesses along Snelling Avenue. The construction of a sidewalk along this frontage road would provide them a safe route to the bus stops along Snelling Avenue and to area businesses.

REQUESTED COUNCIL ACTION

Adopt a resolution identifying the need for Livable Communities Demonstration Account Funding and authorizing an application for grant funds.

Prepared by: Jamie Radel, Economic Development Associate

Attachments: A: Site Map
B: Letter from Gina Ciganik
C: Draft Resolution



Vicinity Map2

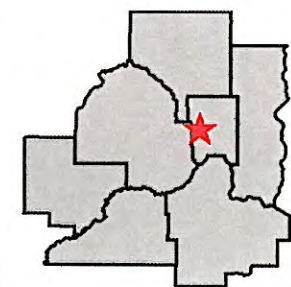


0 500 1000 1500 ft.

1:10,000



- County Names
- Municipal Names
- County Boundary
- Municipal Boundary
- Minnesota Municipalities
- County Boundary
- Municipality Boundary
- County Boundary



Created: Aug 21, 2009

2005 Aerial Photos © Aero-Metric Inc.; Local Roads © The Lawrence Group, 2007; Central Corridor Light Rail Transit Line and Stations datasets represent general planning depictions ONLY and are not suitable for large scale mapping, engineering, or surveying tasks. **DISCLAIMER OF ACCURACY** The Metropolitan Council does not warrant or represent that the GIS data [or the images derived from GIS data] are error-free, complete, current or accurate. See complete disclaimer: <http://gis.metc.state.mn.us/notice/>.



August 24, 2009

Pat Trudgeon
Community Development Director
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Acknowledgement of the City's Financial Responsibilities Related to Aeon's LCDA Application

Dear Mr. Trudgeon:

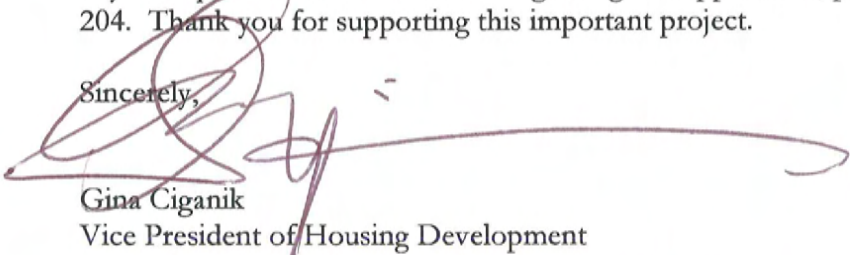
On August 24, 2009, with the City's approval, Aeon submitted a funding application to the Metropolitan Council's Livable Communities Demonstration Account ("LCDA") program. An element of the application for which Aeon requested funds was the extension of the public sidewalk along the west side of West Snelling Drive from the southern tip of Aeon's Sienna Green (formerly Har Mar Apartments) property to the existing sidewalk on County Road B West. This statement serves as Aeon's acknowledgement that the City does not have the funds to fulfill any unfunded gaps in the project element's cost. In addition, Aeon does not expect the City to contribute towards filling any financing gap for the sidewalk element.

The construction of the sidewalk along West Snelling Drive is not an item that is budgeted for in the City's 2009 budget or in the proposed 2010 budget; therefore, the City does not have the funds to contribute towards the design and construction of the sidewalk. If the Met Council awards only partial funding, or if the City is unable to complete the design and construction of the sidewalk for any other reason, Aeon will continue to raise additional funds from other sources to complete the project within the LCDA grant term. If additional funds cannot be secured for the sidewalk element, the LCDA grant funds will be returned to the Met Council.

The sidewalk element is also not a part of Aeon's development budget for Phase I and Phase II of the Har Mar Apartments project. Further, Aeon does not currently have additional funding to complete the sidewalk element if LCDA funds are inadequate. However, Aeon and the City believe the sidewalk is an important way to connect local pedestrians to the larger urban fabric and nearby services and amenities.

If you require further information regarding this application, please contact me at 612-341-3148 ext. 204. Thank you for supporting this important project.

Sincerely,



Gina Ciganik
Vice President of Housing Development

1 **EXTRACT OF MINUTES OF MEETING**
2 **OF THE**
3 **CITY COUNCIL OF THE CITY OF ROSEVILLE**

4
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 14th day of September,
9 2009, at 6:00 p.m.

10
11 The following members were present:

12
13 and the following were absent: .

14
15 Member introduced the following resolution and moved its adoption:

16
17 **RESOLUTION NO. XXXXX**

18
19 **RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES**
20 **DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING AN**
21 **APPLICATION FOR GRANT FUNDS**
22

23 **WHEREAS** the City of Roseville is a participant in the Livable Communities Act's Housing
24 Incentives Program for 2009 as determined by the Metropolitan Council, and is therefore
25 eligible to apply for Livable Communities Demonstration Account funds; and
26

27 **WHEREAS** the City has identified a proposed project within the City that meets the
28 Demonstration Account's purposes and criteria and is consistent with and promotes the
29 purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan
30 Council's adopted metropolitan development guide; and
31

32 **WHEREAS** the City has the institutional, managerial and financial capability to ensure
33 adequate project administration; and
34

35 **WHEREAS** the City certifies that it will comply with all applicable laws and regulations as
36 stated in the grant agreement; and
37

38 **WHEREAS** the City agrees to act as legal sponsor for the project contained in the grant
39 application submitted on August 24, 2009; and
40

41 **WHEREAS** the City acknowledges Livable Communities Demonstration Account grants are
42 intended to fund projects or project components that can serve as models, examples or
43 prototypes for development or redevelopment projects elsewhere in the region, and therefore
44 represents that the proposed project or key components of the proposed project can be
45 replicated in other metropolitan-area communities; and
46

47 **WHEREAS** only a limited amount of grant funding is available through the Metropolitan
48 Council's Livable Communities Demonstration Account during each funding cycle and the
49 Metropolitan Council has determined it is appropriate to allocate those scarce grant funds
50 only to eligible projects that would not occur without the availability of Demonstration
51 Account grant funding.

52
53 **THEREFORE BE IT RESOLVED** that, after appropriate examination and due
54 consideration, the governing body of the City:

55
56 1. Finds that it is in the best interests of the City's development goals and priorities for the
57 proposed project to occur at this particular site and at this particular time.

58
59 2. Finds that the project component(s) for which Livable Communities Demonstration
60 Account funding is sought:

61
62 (a) Will not occur solely through private or other public investment within the reasonably
63 foreseeable future; and

64
65 (b) Will not occur within two years after a grant award unless Livable Communities
66 Demonstration Account funding is made available for this project at this time.

67
68 3. Represents that the City has undertaken reasonable and good faith efforts to procure
69 funding for the project component for which Livable Communities Demonstration Account
70 funding is sought but was not able to find or secure from other sources funding that is
71 necessary for project component completion within two years and states that this
72 representation is based on the following reasons and supporting facts:

73
74 (a) On July 13, 2009, the City Council approved the establishment of a housing TIF district
75 encompassing Phase I and Phase II of the Sienna Green project. Proceeds from the TIF
76 district will go towards financing Phase II. The project will be leveraging other sources of
77 funds for other uses in the project; however, the existing sources are insufficient to pay for all
78 eligible costs, and the majority of the sidewalk improvements that will connect the
79 apartments to transit fall outside the boundaries of the TIF district and are not eligible costs
80 under the low income housing tax credit program. The Roseville HRA also contributed to
81 Phase I of the project.

82
83 (b) Linking Sienna Green to transit is an important element of the project. However, the
84 city's capital improvement budgets for 2009 and 2010 do not have funding allocated for this
85 sidewalk at this time.

86
87 4. Authorizes its Community Development Department to submit on behalf of the City an
88 application for Metropolitan Council Livable Communities Demonstration Account grant
89 funds for the project component(s) identified in the application, and to execute such
90 agreements as may be necessary to implement the project on behalf of the City.

91
92 The motion for the adoption of the foregoing resolution was duly seconded by Member

93
94 , and upon a vote being taken thereon, the following voted in favor thereof:

95

96 and the following voted against the same: none.

97

98 WHEREUPON said resolution was declared duly passed and adopted.

99

100

101

102

103

(Mayor)

(City Manager)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 04/14/2008
Item No.: 7.k

Department Approval



City Manager Approval



Item Description: Approve Extension for Har Mar Apartment Livable Communities Demonstration Account Grant and Tax Base Revitalization Account Grant

1. BACKGROUND

- 1.1. The Metropolitan Council awarded the City of Roseville two grants on behalf of Aeon's Har Mar Apartments revitalization project—a \$305,000 Livable Communities Demonstration Account (LCDA) grant for stormwater management and other on-site improvements and a \$121,500 Tax Base Revitalization Account (TBRA) grant to undertake asbestos abatement within the existing structures.
- 1.2. The City and Aeon entered into a Memorandum of Understanding that outlines the parameters for Aeon to utilize the awarded funds. Item 9 of this agreement states that if Aeon could not implement the grant activities within the grant timeframe, they would need to provide a written explanation as to why the activities have not taken place. Aeon provide this document to the City and requested that the City seek a grant extension from the Metropolitan Council. (See Attachment A.)
- 1.3. Working with Aeon, the staff submitted the required materials to the Metropolitan Council in order to seek a one-year grant extension. The Metropolitan Council has approved this request. In order to complete this process, the City and the Metropolitan Council must enter in to a Grant Extension Agreement for each grant. (See Attachments B and C.)

2. POLICY OBJECTIVE

- 2.1. The use of the LCDA and TBRA grants will foster reinvestment into the community and maintain existing affordable housing units.

3. FINANCIAL IMPACTS

- 3.1. By approving the grant extensions, there are no fiscal impacts to the City as Aeon will be undertaking the work identified in the LCDA and TBRA grants. The memorandum of understanding between the City and Aeon requires Aeon to contribute any required matching funds for both the LCDA and TBRA grants.

4. STAFF RECOMMENDATION

- 4.1. Staff recommends that the City Council approve Grant Extension Agreements for the LCDA and TBRA grants in order to facilitate the rehabilitation of the Har Mar Apartments. Without the

extension put into place, the City will have to return the granted funds back to the Metropolitan Council.

5. REQUESTED COUNCIL ACTION

5.1. By motion, approve Grant Extension Agreements for the LCDA and TBRA grants awarded to the City on behalf of the Har Mar Apartments project.

Prepared by: Jamie Radel, Economic Development Associate

Attachments: A: Aeon's Request for Extension
B: LCDA Extension Document
C: TBRA Extension Document



July 24, 2009

Ms. Jamie Radel, Economic Development Associate
City of Roseville
2660 Civic Center Drive
Roseville, MN, USA 55113

**SUBJECT: Har Mar Apartments
LCDA Grant # SG007-121 & TBRA Grant # SG007-143 Extension**

Dear Ms. Radel:

Aeon, the lead developer of the project, respectfully requests a 12-month extension of the LCDA and TBRA grants for Har Mar Apartments. Due to the current economic conditions in the housing tax credit market, the start of construction has been delayed and – although the project is still expected to be under construction by October of this year – Aeon does not want to jeopardize these funds by any unforeseen delays. In addition, some of the specific construction activities funded by LCDA and TBRA will not take place until the spring of 2010.

Background

In 2006, Aeon, a non-profit developer of affordable housing, acquired the Har Mar Apartments property for \$5,000,000. Phase I of the Har Mar Apartments project will preserve and rehabilitate 120 apartment units in five buildings and transform them into safe, healthy, and well-managed affordable homes for persons with limited incomes. At the time of Aeon's acquisition, the City of Roseville identified the site as a highly stressed property in need of reinvestment. The outdated buildings suffered myriad deferred maintenance issues. In addition, the exterior was unsightly and little-used surface parking lots pervaded the site. The rehabilitation of Har Mar Apartments will create a vibrant apartment community for the many service sector employees of the area, connecting them to area employment opportunities and other services and amenities.

On December 12, 2007, the Metropolitan Council awarded a \$305,000 LCDA grant to the Har Mar Apartments redevelopment project in Roseville. And, on January 2, 2008, the Metropolitan Council awarded a \$121,500 TBRA grant to the project. Both of these funding awards expire on December 31, 2009, and the funds are crucial for the project to proceed.

LCDA grant funds will go towards the removal of obsolete infrastructures, the installation of an on-site stormwater management system, applicable design and engineering costs, and site grading. As the lead developer of the site, Aeon will coordinate these activities, which are crucial to the transformation of the property. Currently, site drainage issues have led to water infiltration within the buildings, and the site remains isolated and surrounded by an unused surface parking lot.



Homes for Generations

The TBRA funds will be used for asbestos and lead-based paint abatement. As mentioned above, as the lead developer, Aeon will coordinate the abatement activities. The buildings require substantial rehabilitation, and this abatement is important to the health and livability of the apartment units and common spaces.

Project Status & Reason for Extension

Aeon anticipated beginning the redevelopment activities in the spring of 2009. By the end of 2008, Aeon had received all the funding it needed to begin the redevelopment; however, the decline in housing tax credit pricing created a funding gap, which required Aeon to apply for additional housing tax credits and/or ARRA federal stimulus funds. In June 2009, Aeon applied to Minnesota Housing for Round 1 credits. And, in July, Aeon applied to Minnesota Housing for ARRA funds. Minnesota Housing will announce these funding awards in August 2009. Based on Minnesota Housing's feedback, Aeon expects that the Har Mar Apartments project will be fully funded in August 2009, with construction starting in October.

Because of the substantial nature of the abatement and rehabilitation, the buildings must be vacant before the redevelopment activities begin. Since many of the units are currently occupied, Aeon cannot begin the lead and asbestos abatement TBRA grant activities until the financial closing occurs, and the current residents have been temporarily relocated. To minimize the cost and inconvenience, Aeon plans to temporarily relocate the current residents on-site and conduct the asbestos and lead abatement and other rehabilitation activities in phases. In addition, most of the LCDA grant activities must occur after the building rehabilitation because the demolition and construction staging would damage the work.

The following tentative schedule of activities is contingent on receiving the final funding award from Minnesota Housing and financially closing the project in September 2009.

Activity	Schedule Date
Final Funding Award	August 2009
Closing and Transfer of Property	September 2009
Asbestos and Lead Abatement (TBRA Grant Activities), Demolition & Building Renovation Activities	October 2009 to June 2010
Buildings 2255 & 2265	October to January 2010
Buildings 2245 & 2235	February to May 2010
Building 2225	March to June 2010
Site Work (LCDA Grant Activities)	May to July 2010
Completion of Construction	August 2010

Public Investment & Expenditures

On July 21, 2008, the City of Roseville entered into a Memorandum of Understanding ("MOU") with Aeon, which articulated the responsibilities of the City and Aeon in regards to the implementation of the grants awarded to the City by the Metropolitan Council through the Livable



Homes for Generations

Communities Program. The MOU is attached to this request. In the MOU, the City agreed to pass through the funding awards to Aeon pursuant to the terms of the grants. Aeon agreed to undertake the scopes of work identified in the grant agreements, secure matching funds and handle all the reporting and administrative tasks required in the grant agreements.

In 2006, the Roseville Housing and Redevelopment Authority (“HRA”) committed \$250,000 in CDBG funds to the development. In 2008, the HRA committed an additional \$100,000 from the 2008 HRA levy. Also, on June 8, 2009, the City Council unanimously voted to approve the final plat, development plan and planned unit development agreement. An approved copy of the City Council meeting minutes from June 8th is included with this request.

Relocation Plan and Lease-Up Schedule

Currently, the property is approximately 50% occupied. Aeon stopped leasing units earlier this year in anticipation of the redevelopment. As stated above, because moderate to substantial renovation is required for all of the buildings, most of the current residents will need to temporarily relocate on-site in phases to ensure an orderly and safe rehabilitation. In addition, a small number of residents will need to permanently relocate because they are in non-conforming two-bedroom units that will be converted to one-bedroom units during the redevelopment. In 2008, Aeon hired a reputable consulting firm to create and implement a respectful, efficient relocation plan. The consulting firm is familiar with the U.S. Department of Housing and Urban Development (“HUD”) relocation regulations and has successfully handled relocations through the Minneapolis HUD office for many years. Aeon’s relocation plan and activities will:

- Ensure compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and the implementing regulations at 49 CFR Part 24.
- Provide clear communication to the residents throughout the process.
- Provide permanently displaced residents with relocation benefits and assistance.
- Provide moving assistance to temporarily displaced residents.
- Minimize the disruption caused by the rehabilitation project and the relocation.

The following table outlines the tentative construction phasing and relocation timeline, which is contingent on financial closing in September.

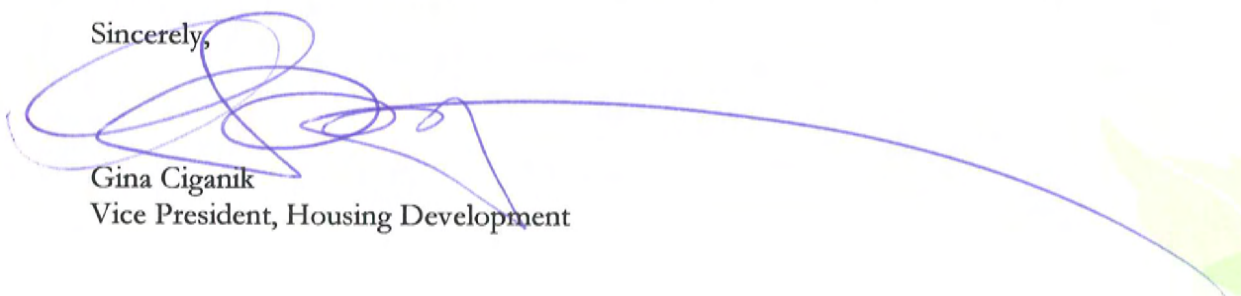
	Step 1		Step 2	Step 3		Step 4
	Rehab of Building 2255	Rehab of 2265	Rehab of 2245	Rehab of 2235	Rehab of 2225	Site Work
Construction Start Dates	10/15/2009	10/22/2009	2/4/2010	2/22/2010	3/1/2009	5/1/2009
Construction Completion Dates	1/23/2010	1/30/2010	5/7/2010	5/21/2010	6/16/2009	6/30/2009
Temporary Relocation						
Beginning	10/8/2009	10/15/2009				
Ending	1/23/2010	1/30/2010				

Residents will be temporarily relocated from buildings 2255 & 2265 into units spread throughout buildings 2225, 2235 and 2245. In January 2010, once the rehabilitation of buildings 2255 & 2265 is complete, all of the current residents will be permanently moved back into units in those buildings, and the general contractor will begin rehabilitating the remaining buildings.

Aeon's property management company, Aeon Management LLC, will begin marketing the property in December 2009. Aeon anticipates achieving 50% occupancy seven months after the rehabilitation activities have begun and 100% occupancy approximately thirteen months after the commencement of construction.

Thank you in advance for considering our extension request. If you have any questions, please contact Project Manager Dan Walsh at 612-341-3148 ext. 236 or Senior Project Manager John Rocker at 612-341-3148 ext. 217.

Sincerely,



Gina Ciganik
Vice President, Housing Development



**Regular City Council Meeting
Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, June 8, 2009**

1. Call Roll

Acting Mayor Roe called to order the Roseville City Council regular meeting at approximately 6:00 p.m. and welcomed everyone.

(Voting and Seating Order for June: Johnson; Pust; Ihlan; Roe and Klausing)

Acting City Manager Chris Miller advised that City Manager Malinen had been called away unexpectedly this afternoon and was unsure if he would be able to return for tonight's meeting.

Acting Mayor Roe noted that Mayor Klausing was excused; having previously noted his unavailability to attend tonight's meeting.

City Attorney Scott Anderson was also present.

Closed Executive Session – Discuss Acquisition of portions of property located at 2690 Cleveland Avenue and 1947 County Road C for road right-of-way purposes

City Attorney Scott Anderson reviewed the purpose of the Closed Executive Session related to the attorney/client privileged and confidential appraisal information in accordance with Minnesota Statute, Section 13D.01; and Minnesota Statute 13D.05, subd. 3.c respectively. City Attorney Anderson noted that the meeting would be tape recorded with the tape held by the City Attorney until deemed appropriate, if applicable, for public dissemination.

Johnson moved, Pust seconded, recessing the meeting into Closed Executive Session, at 6:08 p.m., in accordance with Minnesota Statute, Section 13D.01, for the City Council, staff, and legal counsel to discuss attorney/client privileged information and confidential information related to a discussion regarding offers for the purchase of portions of 2690 Cleveland Avenue, and 1947 County Road C from Roseville Acquisitions LLC and to include Minnesota Statute, Section 13D.05, subd. 3.c for closure to discuss real property that may be subject to an offer or counter-offer to purchase.

Councilmember Ihlan advised that she would be voting against the motion; since Open Meeting Law did not require closure, and since this was an important public issue, she opined that there was no need for secrecy at this point.

Acting Mayor Roe noted it was the option of the City Council whether to close the meeting for this discussion; however, he opined that it was in the City's best interests in discussing offers and potential counter-offers to do so in closed session. Acting Mayor Roe advised that any potential

City Planner Paschke suggested that the breakdown on affordability be attached as an Exhibit to the Development Agreement.

Community Development Director Trudgeon suggested that AEON's letter to tenants as to how the project would work be included as an attachment.

→ Pust moved, Johnson seconded, approval of the FINAL DEVELOPMENT PLAN AND PLANNED UNIT DEVELOPMENT AGREEMENT for AEON (Har Mar Apartments) identified as Attachment B to the Request for Council Action dated June 8, 2009 (PF07-068); and amended to include Exhibit A pertaining to documentation and tenant notices related to affordability and relocation issues as discussed at tonight's meeting.

Roll Call

Ayes: Johnson; Pust; Ihlan; and Roe.

Nays: None.

Councilmember Ihlan requested that a copy of Exhibit A, once drafted, be provided to the Council as soon as it was available. Community Development Director Trudgeon confirmed that a copy would be provided.

[8.0.b]

→ Pust moved, Johnson seconded, approval of the FINAL PLAT (Har Mar Apartment Addition) creating one lot for the existing five apartment buildings; one lot for the future 50 unit building; and public road right-of-way dedication for the service drive, including all necessary public easements.

Roll Call

Ayes: Johnson; Pust; Ihlan; and Roe.

Nays: None.

→ Pust moved, Johnson seconded, enactment of Ordinance No. 1382 entitled, "An Ordinance Amending Title 10 of the City Code Changing the Official Zoning Map Designation of Certain Real Property at 2225 to 2265 Snelling Avenue from Limited Business District (B01) to Planned Unit Development District."

Roll Call

Ayes: Johnson; Pust; Ihlan; and Roe.

Nays: None.

13. Business Items – Presentations/Discussions

Councilmember Johnson thanked Councilmember Pust for her review of the Policy and suggested language.

14. City Manager Future Agenda Review

City Manager Bill Malinen provided a projected agenda items for future meeting.

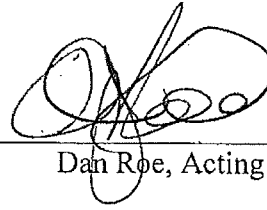
Discussion included ongoing budget discussions, including upcoming issues related to values, trends, and legislative impacts; and review by staff of the June 15, 2009 meeting to reduce the proposed meeting length.

15. Councilmember-Initiated Items for Future Meetings

None.

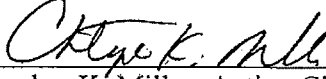
16. Adjourn

The meeting was adjourned at approximately 9:36 p.m.

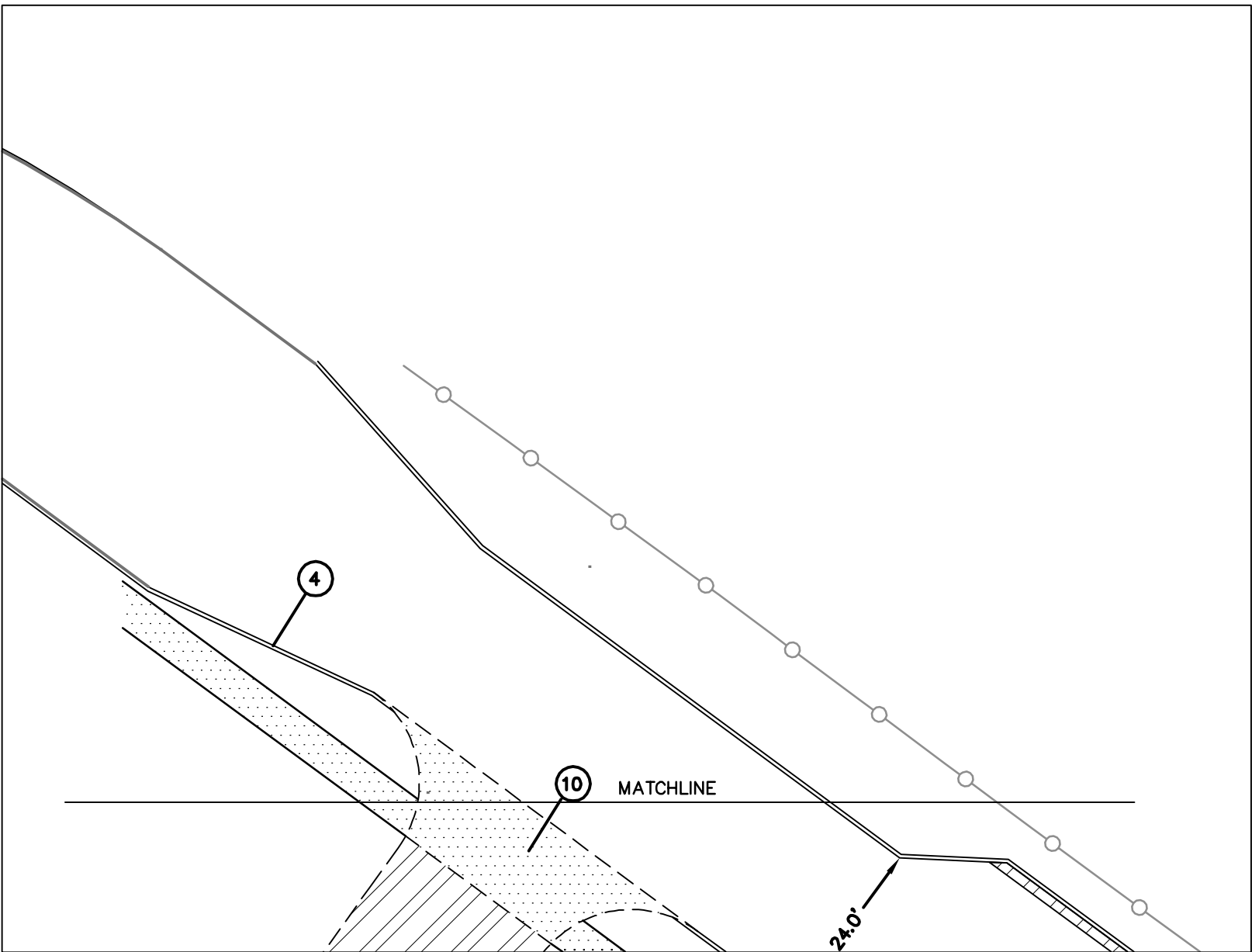


Dan Roe, Acting Mayor

ATTEST:



Christopher K. Miller, Acting City Manager



CONSTRUCTION LEGEND		
SYMBOL	ITEM	DETAIL
	1 3" BITUMINOUS PAVEMENT	
	2 5" CONCRETE SIDEWALK	
	3 6" CONCRETE PAVEMENT	
	4 B&I CURB AND GUTTER	
	5 MOUNTABLE CURB	
	6 COLOR CONCRETE 1	
	7 COLOR CONCRETE 2	
	8 COLOR CONCRETE 3	
	9 ZERO CURB	
	10 DRIVEWAY APRON	
	11 COVERED TRASH ENCLOSURE	
	12 BOLLARD	
	13 MONUMENT ENTRY SIGN	
	14 ENTRY SIGN 1	
	15 ENTRY SIGN 2	
	16 HC SIGN	
	17 STOP SIGN	
	18 DIRECTIONAL SIGN	
	19 PLAYGROUND AREA	
	20 STORAGE BUILDING	
	21 PICNIC AREA	
	22 BLACK VINYL CHAINLINK FENCE	
	23 STAIRS	
	24 GRASS PAVERS 1	
	25 GRASS PAVERS 2	
	26 PROOF OF PARKING	



COLLABORATIVE
DesignGroup, Inc.

100 Portland Avenue South, Suite 100
Minneapolis, Minnesota 55401
p 612.332.3854 f 612.332.3826
www.collaborativedesigngroup.com



Homes for Generations

RL Melchert LLC

921 St. Croix Street
Hudson, WI 54016

HAR MAR APARTMENTS

NO.	DATE	DESCRIPTION
1	05/11/2009	PUD SUBMITTAL

ISSUE LOG

HAR MAR APT'S
REHABILITATION
2245 SNELLING AVE
ROSEVILLE, MN

SITE PLAN

SCALE	1" = 20'
DRAWN BY	RGH
CHECKED BY	RLM
PROJ. ARCH.	
PROJ. MGR.	DJW
JOB NO.	06071.00

© COLLABORATIVE DESIGN GROUP, INC. 2007

C3

Grant No. SG007-121

**AMENDMENT AND EXTENSION OF
METROPOLITAN LIVABLE COMMUNITIES ACT
LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT
DEVELOPMENT GRANT PROGRAM**

GRANT AGREEMENT

THIS AGREEMENT is made and entered into by the Metropolitan Council ("Council") and the City of Roseville ("Grantee").

WHEREAS, on April 23, 2008 the Council and the Grantee entered into a grant agreement identified as Council Grant No. SG007-121 under which the Council provided \$305,000.00 in Demonstration Account grant program funds to the Grantee to support the Grantee's Har Mar Apartments project; and

WHEREAS, pursuant to Paragraph 4.01 of Grant No. SG007-121 the grant agreement will expire on its "Expiration Date" of December 31, 2009; and

WHEREAS, by e-mail correspondence dated July 31, 2009 the Grantee requested a one-year extension of the grant agreement to allow additional time within which to complete the Har Mar Apartments project; and

WHEREAS, pursuant to Paragraph 4.03 of Grant No. SG007-121 the Expiration Date may be extended only once and the one-time extension may not exceed one year beyond the original Expiration Date identified at Page 1 of the grant agreement; and

WHEREAS, the parties mutually agree that the grant agreement should be continued and extended beyond its December 31, 2009 Expiration Date so the grant funds can be used for their intended purpose; and

WHEREAS, it is the parties expectation that all grant-funded activities as well as the Har Mar Apartments project itself will be completed by December 31, 2010.

NOW THEREFORE, pursuant to Paragraph 4.03 of Grant No. SG007-121 and in consideration of the promises and covenants contained in this agreement, the Council and the Grantee agree to amend and extend Grant No. SG007-121 as follows:

The "Expiration Date" identified at Page 1 of the Agreement and referenced in Paragraph 4.01, **Term**, is changed from December 31, 2009 to December 31, 2010.

Except for this modification, the provisions of Grant No. SG007-121 shall remain in force and effect without change and Grant No. SG007-121 shall be amended as provided in this agreement.

IN WITNESS WHEREOF, the Grantee and the Council have caused this agreement to be executed by their duly authorized representatives. This agreement is effective on the date of final execution by the Council.

Approved as to form:

Associate General Counsel

METROPOLITAN COUNCIL

By _____
Guy Peterson, Director
Community Development Division

Date _____

CITY OF ROSEVILLE

By _____
Craig D. Klausling, Mayor

Date _____

By _____
William J. Malinen, City Manager

Date _____

Grant No. SG007-143

**AMENDMENT AND EXTENSION OF
METROPOLITAN LIVABLE COMMUNITIES ACT
TAX BASE REVITALIZATION ACCOUNT**

GRANT AGREEMENT

THIS AGREEMENT is made and entered into by the Metropolitan Council ("Council") and the City of Roseville ("Grantee").

WHEREAS, on April 23, 2008 the Council and the Grantee entered into a grant agreement identified as Council Grant No. SG007-143 under which the Council provided \$121,500.00 in Tax Base Revitalization Account grant program funds for asbestos and lead-based paint abatement associated with the Grantee Har Mar Apartments project; and

WHEREAS, pursuant to Paragraph 5.01 of Grant No. SG007-143 the grant agreement will expire on its "Expiration Date" of December 31, 2009; and

WHEREAS, by e-mail correspondence dated July 31, 2009 the Grantee requested a one-year extension of the grant agreement to allow additional time within which to complete the Har Mar Apartments project; and

WHEREAS, pursuant to Paragraph 5.03 of Grant No. SG007-143 the Expiration Date may be extended only once and the one-time extension may not exceed one year beyond the original Expiration Date identified at Page 1 of the grant agreement; and

WHEREAS, the parties mutually agree that the grant agreement should be continued and extended beyond its December 31, 2009 Expiration Date so the grant funds can be used for their intended purpose; and

WHEREAS, it is the parties expectation that all grant-funded activities as well as the Har Mar Apartments project itself will be completed by December 31, 2010.

NOW THEREFORE, pursuant to Paragraph 5.03 of Grant No. SG007-143 and in consideration of the promises and covenants contained in this agreement, the Council and the Grantee agree to amend and extend Grant No. SG007-143 as follows:

The "Expiration Date" identified at Page 1 of the Agreement and referenced in Paragraph 5.01, **Term**, is changed from December 31, 2009 to December 31, 2010.

Except for this modification, the provisions of Grant No. SG007-143 shall remain in force and effect without change and Grant No. SG007-143 shall be amended as provided in this agreement. This amendment only extends the Expiration Date of the grant agreement and does not authorize

the Grantee to use the grant funds for any purpose other than asbestos and lead-based paint abatement as described in Attachment A of the grant agreement.

IN WITNESS WHEREOF, the Grantee and the Council have caused this agreement to be executed by their duly authorized representatives. This agreement is effective on the date of final execution by the Council.

Approved as to form:

Associate General Counsel

METROPOLITAN COUNCIL

By _____
Guy Peterson, Director
Community Development Division

Date _____

CITY OF ROSEVILLE

By _____
Craig D. Klausning, Mayor

Date _____

By _____
William J. Malinen, City Manager

Date _____



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09/14/09
Item No.: 7.1

Department Approval



City Manager Approval



Item Description: Adopt a Resolution Awarding Bid for Rosewood Neighborhood Drainage Improvements

BACKGROUND

On March 24, 2008, the City Council authorized a study of the storm water hydrology of the Walsh Lake subwatershed located in the neighborhood southeast of Midland Hills Golf Course ("Rosewood Neighborhood") due to neighborhood concerns about localized street flooding and damage to property. This area includes the following streets: Midland Hills Road, Draper Avenue, Rosedale Drive, Westwood Circle, Hythe Street, Skillman Avenue, North Rosewood Lane, and South Rosewood Lane.

WSB and Associates, Inc., completed the final design for the first phase of drainage improvements to mitigate the flooding in the neighborhood. This phase consists of the construction of 20 rain gardens throughout the neighborhood. This will decrease the runoff volume of water and change the rate at which water reaches the bottleneck in the storm sewer system at Draper Avenue and Midland Hills Road. Past storms have caused flooding up to 2 feet higher than the lowest floor elevation at 2241 Rosewood Lane South. A backflow preventor will be installed in the existing storm sewer inlet and a berm will be constructed at 2241 Rosewood, which will prevent the street flooding from entering the yard and the home. Staff held several neighborhood meetings with the property owners to provide educational information about rain gardens and seek interested participants for this project. Each rain garden will be constructed in the right of way and/or on properties where the property owners were interested and willing to plant and maintain the rain gardens. A maintenance agreement will be signed by each property owner and recorded against the property.

POLICY OBJECTIVE

In 2007, the Walsh Lake subwatershed was added as a problem area to 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.

Based on past practice, the City Council has awarded contracts to the lowest responsible bidder. In this case the lowest bidder is TMS Construction, Inc., of Prior Lake, Minnesota.

FINANCIAL IMPACTS

We received nine bids for the Rosewood Neighborhood Drainage Improvements. Bids were

opened on September 9, 2009. The low bid submitted by TMS Construction, Inc., \$103,222.40, is within the budgeted amount for this project. This work is funded in the Storm Sewer Infrastructure Funds. The following is a list of bids received:

BIDDER	AMOUNT
TMS Construction, Inc.	\$103,222.40
Urban Companies	\$104,177.00
Peterson Companies	\$114,035.25
G.F. Jedlicki, Inc.	\$126,347.00
Frattalone Companies, Inc.	\$126,721.65
Minnesota Native Landscapes	\$130,154.90
Sunram Construction, Inc.	\$139,350.06
Veit & Company, Inc.	\$158,503.25
Midwest Asphalt Corporation	\$237,642.00

REQUESTED COUNCIL ACTION

Motion adopting a resolution awarding a bid for Rosewood Neighborhood Drainage Improvements in the amount of \$103,222.40 to TMS Construction, Inc.

Prepared by: Kristine Giga, Civil Engineer

Attachments: A: Resolution

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

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 in the City Hall at 2660 Civic Center Drive, Roseville, Minnesota, on Monday, the 14th day of September, 2009, at 6:00 p.m.

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

Councilmember introduced the following resolution and moved its adoption:

**RESOLUTION
RESOLUTION AWARDDING BIDS
FOR ROSEWOOD NEIGHBORHOOD DRAINAGE IMPROVEMENTS**

WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said bids were received on Wednesday, September 9, 2009, at 9:00 a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

BIDDER	AMOUNT
TMS Construction, Inc.	\$103,222.40
Urban Companies	\$104,177.00
Peterson Companies	\$114,035.25
G.F. Jedlicki, Inc.	\$126,347.00
Frattalone Companies, Inc.	\$126,721.65
Minnesota Native Landscapes	\$130,154.90
Sunram Construction, Inc.	\$139,350.06
Veit & Company, Inc.	\$158,503.25
Midwest Asphalt Corporation	\$237,642.00

WHEREAS, it appears that TMS Construction, Inc. of Prior Lake, Minnesota, is the lowest responsible bidder at the tabulated price of \$103,222.40 and

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

1. The Mayor and Manager are hereby authorized and directed to enter into a contract with TMS Construction, Inc. for \$103,222.40 in the name of the City of Roseville for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.
2. The City Manager is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

1 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville,
2 Minnesota:

3

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

7

8 Whereupon said resolution was declared duly passed and adopted.

1 STATE OF MINNESOTA)
2) ss
3 COUNTY OF RAMSEY)
4
5
6

7 I, the undersigned, being the duly qualified City Manager of the City of Roseville,
8 County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the
9 attached and foregoing extract of minutes of a regular meeting of said City Council held on
10 the 14th day of September, 2009, with the original thereof on file in my office.
11

12 WITNESS MY HAND officially as such Manager this 14th day of September, 2009.
13
14
15

16 _____
17 William J. Malinen, City Manager

18 (SEAL)
19
20

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09-14-09
Item No.: 7.m

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Set a Public Hearing to Consider an Off-Sale Intoxicating Liquor License for Network Liquors LLC.

Background

Network Liquors currently holds an existing off-sale intoxication liquor license at 2727 Lexington Avenue. A new ownership group has agreed in principle to acquire the business subject to City Council approval of the license. Under City Code, the City Council must approve any changes in ownership or management of the business.

The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Network Liquors LLC will attend the hearing to answer any questions the Council may have.

Financial Implications

The revenue that is generated from the license fees collected is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws, and license administration.

Council Action

Motion to set a public hearing to consider an Off Sale Intoxicating liquor license, for Network Liquors, LLC to be held on September 28, 2009.

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



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
444 Cedar St., Suite 133, 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 GRAE Policy # Pending
Licensee's MN Sales and Use Tax ID # 1154816 To apply for a MN sales and use tax ID #, call (651) 296-6181
Licensee's Federal Tax ID # 27-0870732

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>Network Liquors LLC</u>		Social Security #	Trade Name or DBA <u>Network Liquors LLC</u>	
License Location (Street Address & Block No.) <u>2727 Lexington Ave</u>		License Period From To	Applicant's Home Phone #	
City <u>Roseville</u>	County <u>Ramsey</u>	State <u>MN</u>	Zip Code <u>55109</u>	
Name of Store Manager <u>Rodney RATHBURN</u>		Business Phone Number	DOB (Individual Applicant)	

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>Rodney A. Rathburn</u>	<u>1-20</u>	<u>09</u>	<u>owner</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 _____, state incorporated in _____, amount paid in capital _____. If a subsidiary of any other corporation, so state _____ and give purpose of corporation _____. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota? Yes ☐ No ☒
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state.
1st floor
- 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: Roseville Center Limited Partnership
90 Gaughan Properties 56 East Broadway Suite 200 Forest Lake, MN 55022
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. NONE
- Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota? Yes ☐ No ☒ If yes, give name and address of establishment. _____

8. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? ☒ Yes ☐ No
9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. : Yes ☒ No Will be granted off sale only
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 2
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)? N/A
14. If this license is being issued by a County Board, is it located in an organized township? If so, attach township approval. N/A

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.
4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Drum 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 (Drum 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

REPORT BY POLICE/SHERIFF'S DEPARTMENT

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

Police/Sheriff's Department

Title

Signature

County Attorney's Signature

PS 9136-(2006)

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

REQUEST FOR COUNCIL ACTION

Date: 9/14/09

Item No.: Addition to Agenda 7 - n

Department Approval

City Manager Approval

Item Description: Declare Vacancy and Process to Appoint Member(s) to the Roseville
Housing and Redevelopment Authority (RHRA)

BACKGROUND

On September 9, 2009 Josh Fuhrman resigned from the RHRA due to increased demands of his job. Under Resolution 10541, the Council establishes a deadline for receiving applications and interviewing candidates to fill the position.

On August 10, 2009 the Council declared a vacancy on the RHRA to fill a September 23, 2009 term expiration and directed staff to advertise for applicants with a deadline of September 10, 2009. We received eight applications.

REQUESTED COUNCIL ACTION

Motion declaring a vacancy for an unexpired term that expires on September 23, 2013 and authorizing the vacancy to be filled by selecting from the September 10, 2009 pool of applicants;

or

Motion declaring a vacancy on the Housing and Redevelopment Authority, and directing staff to advertise the vacancy with an application deadline of Wednesday, October 14, 2009; conduct interviews on October 26, 2009; and make appointment on November 9, 2009.

Prepared by: William J. Malinen
Attachments: A: Resolution 10541

**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 13th day of August, 2007, at 6:00 p.m.

The following members were present: Ihlan, Pust, Kough, Roe and Klausing
and the following were absent: none.

Member Roe introduced the following resolution and moved its adoption:

Resolution No. 10541

**To Define the Appointment and Reappointment Process,
for the Members of the Board of the
Housing & Redevelopment Authority In and For the City of Roseville**

WHEREAS, the Housing & Redevelopment Authority In and For the City of Roseville (HRA) was established by the City Council in 2002 to provide housing programs and promote safe, decent, and affordable housing options for the community; and

WHEREAS, the Roseville HRA Board is composed of seven resident members and is a separate entity with legal authority established under MN Statutes 469.001 to 469.047; and

WHEREAS, the governing state statutes establish that appointments to the Roseville HRA Board are made by the Mayor, subject to the approval of the City Council; and

WHEREAS, the Mayor and City Council desire to define an open and collaborative process by which appointments and reappointments to the Roseville HRA Board will be made; and

WHEREAS, the appointment and reappointment process for the Roseville HRA Board has not been specifically defined to this point;

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

POLICY STATEMENT:

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

PROCEDURE STATEMENT:

I.

When a vacancy occurs on the HRA Board the following procedure will be used.

- A. The Mayor and City Council, at a regular meeting, will establish a deadline for receiving applications, and the date(s) of the Council Meeting(s) to interview the applicants. The time between the application deadline and the interviews will be no more than thirty (30) days.
- B. HRA Board vacancies will be advertised in the Roseville Review and Roseville Focus newspapers at least two (2) times before the application deadline. Vacancies will also be advertised on the City of Roseville's Cable Television Channel and posted on the City Hall Bulletin Board.
- C. Applications received after the established deadline but before the established date of applicant interviews may be considered, at the discretion of the Mayor.
- D. The names and applications of applicants will be provided to the Mayor and City Council, and to the public, after the application deadline.
- E. Applicants will be interviewed at the established meeting(s) by the Mayor and the City Council. The Chair of the HRA Board will be invited to attend and participate in the interviews. The interviews will be open to the public. The Mayor may elect to eliminate any applicants from consideration, with reasonable notice to such applicants and the City Council, prior to the established date of applicant interviews.
- F. The Mayor will make appointments to the HRA Board from among the qualified applicants at a subsequent City Council meeting following the meeting at which the interviews are conducted.
- G. The City Council will vote on approval of the Mayor's appointments at the same meeting at which the appointments are made.
- H. If not enough Mayoral appointments from among the qualified applicants are approved by the City Council to fill all of the associated vacancies, the remaining vacancies will be re-advertised as described in A-E above.
- I. HRA Board applications will be kept on file for one year. If during that time a vacancy occurs on the HRA Board or any standing City Advisory Commission, all applicants for the HRA Board, and all applicants for any standing City Advisory Commissions, whose applications are on file at the time of the vacancy, will be advised of the vacancy in writing.

II.

When a current HRA Board member's term is expiring, the following procedure will be used.

- A. No later than sixty (60) days prior to the expiration of a term, at a regular City Council meeting, the Mayor will either reappoint HRA Board members whose terms are expiring, or declare the appropriate vacancies to exist.
- B. The City Council will vote on approval of the Mayor's reappointments at the same meeting at which the reappointments are made.
- C. If the City Council does not approve of a reappointment, that shall create a vacancy on the HRA Board.
- D. The procedure for filling vacancies declared or created by this procedure shall be as described in Section I above.

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

and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09-14-09
Item No.: 12.b

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to issue a Ramsey County Court Citation for Unresolved Violations of City Code at 2433 Simpson Street.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owners live in the property while it is being remodeled.
- The property owners began an addition to their property in 2003. A basement was dug and a foundation erected that summer. Construction halted at that point. In 2005, following complaints from neighbors, the City threatened legal action if the open hole was not backfilled or protected in some manner. Subsequently the property owner erected a fence around the back yard.
- In 2007 the property owner began further construction on the project. The basement walls were backfilled, a two-story addition was framed, it was roofed and the walls wrapped in Tyvek. However, no siding or soffits were installed. In November of 2007 construction again halted.
- Since November of 2007 no additional exterior work has been completed and the City has again been receiving complaints from the neighbors who claim the property is an eyesore, a public nuisance and affecting property values.
- In November of 2008, May of 2009 and again in July of 2009 notices were sent to the property owner identifying the lack of siding and soffits on the home as a public nuisance violation, a violation of the Building Maintenance and Preservation Code and a violation of the Minn. State Building Code. The City requested the property be brought into compliance by having siding and soffits installed. The City's July correspondence also included the names and phone numbers of a number of organizations that possibly could assist the owner in completing this exterior work. However, an inspection on September 1st, 2009 revealed that no additional exterior work has been completed and the violation remains uncorrected.
- A status update, including pictures, will be provided at the public hearing.

26 **POLICY OBJECTIVE**

27 The City goals within the Comprehensive Plan are to protect and improve property values (Goal 3, 4,
28 and 5; page 6 and, Section 3) and to adhere to performance standards which protect the integrity of the
29 housing units and the neighborhood (Policy 6, page 8, Section 3).

30 **FINANCIAL IMPACTS**

31 Ramsey County Court Citation:

32 A court citation would not result in additional legal costs for the city as the prosecuting attorney
33 performs these cases as part of their contract. If the court does direct the City to abate the violations, as
34 will be requested, the approximate costs would include:

- 35 • \$6,000.00 Purchase siding/soffit materials
- 36 • \$10,000.00 Labor to install siding/soffits
- 37 • \$2,500.00 Install permanent electrical service
- 38 • \$3,000.00 Complete chimney beyond roof line
- 39 o \$21,500.00 Total

40 **STAFF RECOMMENDATION**

41 Staff recommends the Council direct Community Development Department to issue a Ramsey County
42 Court Citation to the property owner to ensure that City Code and building code violations are abated
43 within a reasonable timeframe. In this instance a court citation is preferable to the abatement process
44 due to the level of opposition anticipated from the property owner. The court process will likely be
45 needed to access the property, and, will afford the City additional protections both during and after any
46 work is performed. The City would request of the court that if the violations are not corrected by a
47 specific date, that the court direct the City to access the property and correct the violations.

48 **REQUESTED COUNCIL ACTION**

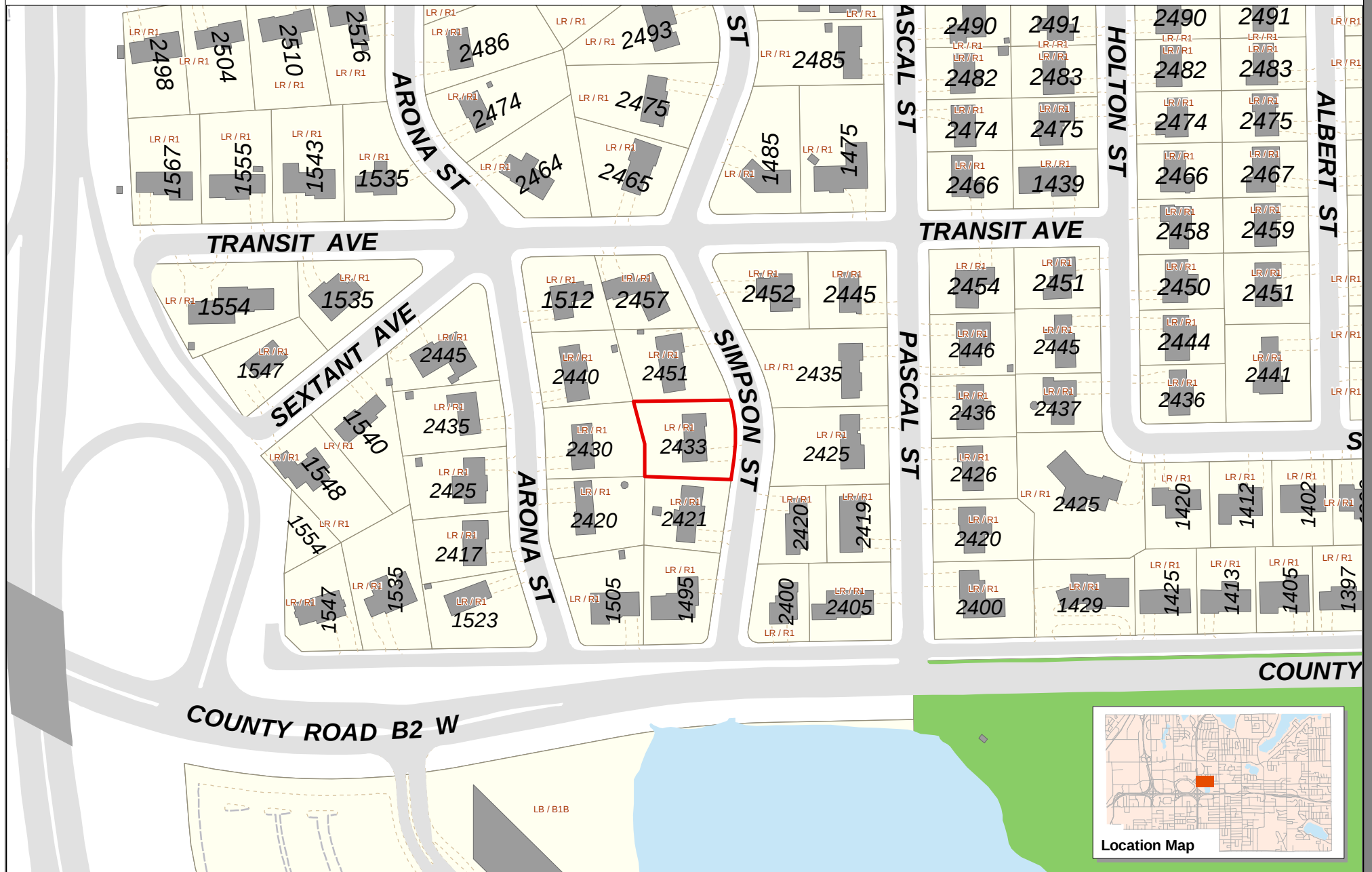
49 Direct the Community Development Department to abate City Code and building code violations at
50 2433 Simpson Street by issuing a Ramsey County Court Citation to the owner of 2433 Simpson Street.
51 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
52 is to recover costs as specified in Section 407.07B.

53

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2433 Simpson Street

2433 Simpson St



Prepared by:
Community Development Department
Printed: June 5, 2009



Site Location

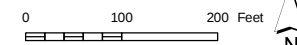
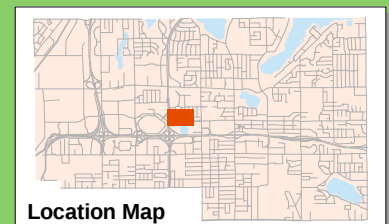
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (6/1/2009)
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.



mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 09/14/09
Item No.: 12.d

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Adopt Resolutions Adopting the 2010 Preliminary Tax Levy and Budget

BACKGROUND

State Statute requires all cities in excess of 2,500 in population, to adopt a preliminary tax levy and budget by September 15th for the upcoming fiscal year. The preliminary levy is certified to the County, who in turn uses the information to prepare truth-in-taxation notices for individual property owners. Once the preliminary levy is adopted it can be lowered, but not increased. The Final 2010 levy and budget is scheduled to be adopted in December.

Because the 2010 Budget process is expected to continue over the next few ore months, the City Council is asked to adopt a preliminary levy based on aggregate City needs. Before looking at those needs however, it is helpful to revisit the 2009 Budget for comparison purposes.

The 2009 Citywide Budget was \$37.5 million. The total budget for those programs that are supported in full, or in part, by property taxes was \$17,973,195 million. These programs have non-tax revenues in the amount of \$4,834,335, necessitating a tax levy of \$13,138,860.

For discussion purposes, the City's budgetary needs within the tax-supported funds have been placed into three separate categories. They include:

- ❖ Priority 1: Compliance with Federal or State mandates
- ❖ Priority 2: Compliance with City Code or contractual obligations
- ❖ Priority 3: Discretionary expenditures

Using the current budget, these needs can be categorized as follows:

Priority 1: Compliance with Federal or State mandates

Expenditures	\$ 2,357,675
Less Program Revenues	<u>(885,000)</u>
Net Tax Levy Obligation	\$ 1,472,675

30 Priority 2: Compliance with City Code or Contractual Obligations

31 Expenditures	\$ 3,933,515
32 Less Program Revenues	<u>(622,400)</u>
33 Net Tax Levy Obligation	\$ 3,311,515

34
35 Priority 3: Discretionary Spending

36 Expenditures	\$ 11,682,005
37 Less Program Revenues	<u>(3,326,935)</u>
38 Net Tax Levy Obligation	\$ 8,355,070

39
40 As noted above, the expenditures for the property tax-supported programs are \$17,973,195. Of this
41 amount, only \$11.7 million, or 65% can be considered discretionary spending. \$6.3 million is needed just
42 to satisfy all mandates.

43
44 This is an important distinction because the City must adhere to established service standards for mandated
45 or required services. Attempting to reduce costs or ignoring inflationary impacts could result in the City
46 failing to meet its statutory or legal obligations. As a result, the City must continue to allocate additional
47 (i.e. inflationary) dollars in subsequent fiscal years to ensure that it meets these obligations. Absent an
48 increase in non-tax revenues, these additional dollars must come in the form of new property taxes, or from
49 monies that are reallocated from discretionary programs.

50
51 **2010 Tax Levy Needs**

52 The City lost \$200,000 and \$422,000 in market value homestead credit (MVHC) aid in 2008 and 2009
53 respectively. This resulted in the draw down of General Fund reserves, reduced staffing, and delayed
54 replacement of equipment. For 2010, the City expects to lose \$450,000 in MVHC. The mechanics by
55 which this occurs is straightforward: Once the City sets its 2010 Levy, the State of MN will reduce that
56 levy by \$450,000. Therefore, in order to achieve a balanced budget, the City needs to establish a levy that
57 is \$450,000 higher than the adopted budget.

58
59 **Staff Recommendation #1: For 2010, it is recommended that the Council set the 2010 Levy \$450,000**
60 **higher than what is needed to balance the budget.**

61
62 For 2010, it is projected that the City will require \$453,000 in new monies just to continue meeting all
63 federal and state mandates and contractual obligations (priority categories #1 and 2). This includes the
64 following:

65		
66	Debt service for the Arena refrigeration project	\$ 100,000
67	Fire Relief pension obligation	250,000
68	Elections	50,000
69	Police and Fire dispatching	30,000
70	Janitorial, legal, and auditing contracts	13,000
71	Police, Fire, and Finance software maintenance	<u>10,000</u>
72		\$ 453,000
73		

74 **Staff Recommendation #2: For 2010, it is recommended that the Council set aside \$453,000 in new**
75 **monies to ensure the City meets all statutory and contractual obligations.**

The City must take measures to begin funding its vehicle, equipment, and computer replacement programs at sustainable levels. For 2009, 100% of all vehicle and equipment replacement funding was eliminated. The 2010-2019 Capital Investment Plan identified an annual funding need of \$900,000 for vehicles and equipment. Under current levy limits, the City is precluded from re-establishing funding at this level. However, governmental best practices would dictate that the City establish funding at some level accompanied by a plan on how it will achieve fully-sustainable funding in the future.

Staff Recommendation #3: For 2010, it is recommended that the Council set aside \$500,000 in new monies for vehicles and equipment replacements.

It is estimated that the City has absorbed approximately \$300,000 in inflationary-type costs over the past two years in its supplies, materials, maintenance, training, and other budgets. These inflationary-type costs can vary widely among the hundreds of service inputs the City relies on each and every day.

Absorbing these costs has resulted in reduced street and park maintenance efforts, delayed replacement of police and fire equipment, as well as other operational changes. Continuing to ignore these inflationary impacts will result in a permanent reduction in service levels. These inflationary-type impacts, as shown in general categories, include:

Street maintenance materials	\$ 80,000
Diseased and hazardous tree removal	50,000
Vehicle supplies	25,000
Facility supplies and small repairs	40,000
Professional services (street striping, trash pickup, weed control, etc)	35,000
Telephone services	15,000
Postage and printing	10,000
Office and other operating supplies	20,000
Training and Staff Development	<u>25,000</u>
	\$ 300,000

Staff Recommendation #4: For 2010, it is recommended that the Council set aside \$300,000 in new monies to offset inflationary impacts from the past couple of years.

The Council is reminded that the figures noted above are not recommended budget items for 2010. They are merely designed to show the general need for tax levy dollars.

2010 Budget

As noted above, the 2010 Budget process is expected to continue for the next few months. Therefore, the Council is asked to adopt a preliminary budget that merely sets forth a tentative spending plan based on the levy recommendations outlined above as well as preliminary fee-based budgets that will be subject to subsequent Council review. A resolution adopting a preliminary budget is attached.

The Council is reminded that the preliminary budget can be amended up or down before making any final spending decisions.

122 **POLICY OBJECTIVE**

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

124 **FINANCIAL IMPACTS**

125 Based on the Staff recommendations noted above, the 2010 preliminary, not-to-exceed tax levy would be
126 \$14,941,860, an increase of \$1,803,000 or 14%. With this increase, a typically-valued home would pay
127 approximately \$57 per month. This represents an increase of \$8.60 per month or 18%. In exchange,
128 residents receive 24x7x365 police and fire services, well maintained streets, and a full offering of parks
129 and recreation programs and facilities.

130
131 \$57 per month is comparable to the monthly cost for cable or satellite tv, telephone/mobile phone, gas,
132 electric, and some broadband internet connections.

133 **STAFF RECOMMENDATION**

134 Staff Recommends the Council adopt the 2010 Preliminary Budget and Tax Levy as outlined in this report
135 and in the attached resolutions.

136 **REQUESTED COUNCIL ACTION**

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

- 138
139 a) Motion to approve the attached Resolution to adopt the 2010 Preliminary Tax Levy
140 b) Motion to approve the attached Resolution to adopt the 2010 Preliminary Debt Levy
141 c) Motion to approve the attached Resolution to adopt the 2010 Preliminary Budget
142

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to adopt the 2010 Preliminary Tax Levy
B: Resolution to adopt the 2010 Preliminary Debt Levy
C: Resolution to adopt the 2010 Preliminary Budget

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

145 * * * * *
146 * * * * *

147
148 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville,
149 County of Ramsey, Minnesota was duly held on the 14th day of September, 2009 at 6:00 p.m.

150
151 The following members were present: and , and the following were absent:

152
153 Member introduced the following resolution and moved its adoption:

154 **RESOLUTION**

155 **RESOLUTION SUBMITTING THE PRELIMINARY PROPERTY TAX LEVY**
156 **ON REAL ESTATE TO THE RAMSEY COUNTY AUDITOR**
157 **FOR THE FISCAL YEAR OF 2010**

158
159
160
161 NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, as
162 follows:

163
164 The City of Roseville is submitting the following tax levy on real estate within the corporate limits of the
165 City to the County Auditor in compliance with the Minnesota State Statutes.
166

Purpose	Amount
Programs & Services	\$ 12,861,860
Debt Service	1,980,000
Total	\$ 14,841,860

167
168 The motion for the adoption of the foregoing resolution was duly seconded by member and upon a vote
169 being taken thereon, the following voted in favor thereof: and , and the following voted against the
170 same:

171
172 WHEREUPON, said resolution was declared duly passed and adopted.

173
174 State of Minnesota)
175) SS
176 County of Ramsey)
177

178 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
179 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
180 of a regular meeting of said City Council held on the 14th of September, 2009 with the original thereof on
181 file in my office.

182
183 WITNESS MY HAND officially as such Manager this 14th day of September, 2009

184
185
186
187 _____
188 William J. Malinen
189 City Manager

190 Seal

191 **EXTRACT OF MINUTES OF MEETING OF THE**
192 **CITY COUNCIL OF THE CITY OF ROSEVILLE**
193
194

195 * * * * *
196
197

198 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville,
199 County of Ramsey, Minnesota was duly held on the 14th day of September, 2009 at 6:00 p.m.
200

201 The following members were present:

202 , and the following were absent:
203

204 Member introduced the following resolution and moved its adoption:
205
206

207 **RESOLUTION _____**
208

209 **RESOLUTION DIRECTING THE COUNTY AUDITOR TO**
210 **ADJUST THE APPROVED TAX LEVY FOR 2010 BONDED DEBT**
211

212 WHEREAS, the City will be required to make debt service payments on General Improvement Debt in
213 2010; and
214

215 WHEREAS, there are reserve funds sufficient to reduce the levy for General Improvement Issues Series
216 2003A, and 2004A, 2009A, and 2009B; and additional amounts are needed for Series 1994A; and
217

218 WHEREAS, General Improvement Issues Series 22 has been defeased and is no longer outstanding; and
219 series 23 has been refunded and replaced with series 2004A and series 25 has been refunded and replaced
220 with series 2009B.
221

222 NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, that
223

224 The Ramsey County Auditor is directed to change the 2010 tax levy for General Improvement Debt by
225 \$84,533.56 from that which was originally scheduled upon the issuance of the bonds, which is being paid
226 by debt service reserves or are for debt issues no longer outstanding.
227

228 The motion for the adoption of the foregoing resolution was duly seconded by member and upon a
229 vote being taken thereon, the following voted in favor thereof:
230

231 and the following voted against the same:
232

233 WHEREUPON, said resolution was declared duly passed and adopted.
234

235 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
236 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
237 of a regular meeting of said City Council held on the 14th day of September, 2009, with the original thereof
238 on file in my office.

239
240 WITNESS MY HAND officially as such Manager this 14th day of September, 2009.

241

242

243

William J. Malinen
City Manager

244

245

246

247 Seal

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

250 * * * * *

251
252
253 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville,
254 County of Ramsey, Minnesota was duly held on the 14th day of September 2009 at 6:00 p.m.

255
256 The following members were present:
257 and the following were absent:

258
259 Member introduced the following resolution and moved its adoption:

260
261 **RESOLUTION _____**

262
263 **RESOLUTION ADOPTING THE PRELIMINARY 2010 ANNUAL BUDGET**
264 **FOR THE CITY OF ROSEVILLE**

265
266 NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, as
267 follows:

268
269 The City of Roseville's Budget for 2010 in the amount of \$38,755,745, of which approximately
270 \$19,000,000 is designated for the property tax-supported programs, be hereby accepted and approved

271
272 The motion for the adoption of the foregoing resolution was duly seconded by member and upon a
273 vote being taken thereon, the following voted in favor thereof:

274
275 and the following voted against the same:

276
277 WHEREUPON, said resolution was declared duly passed and adopted.

278
279 State of Minnesota)

280) SS

281 County of Ramsey)

282
283 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
284 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
285 of a regular meeting of said City Council held on the 14th day of September, 2009, with the original thereof
286 on file in my office.

287
288 WITNESS MY HAND officially as such Manager this 14th day of September, 2009.

289
290
291
292 _____
293 William J. Malinen
294 City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 12.e

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Adopt a Resolution Adopting the the 2010 Preliminary HRA Tax Levy

BACKGROUND

State Statute requires all municipalities that have levy authority over other governmental agencies to adopt a preliminary tax levy for that agency by September 15th for the upcoming fiscal year. The Roseville HRA, while a separate legal entity, does not have direct levy authority. The City Council must adopt a levy using its authority along with a designation that the funds go to the HRA. The Final 2010 HRA levy is scheduled to be adopted in December. Once the preliminary levy is adopted it can be lowered, but not increased.

At the July 27, 2009 City Council meeting, representatives of the HRA presented an overview of the 2008-2012 Strategic Plan which included a status update of current programs and suggested work plan for 2010. On August 31, 2009, the HRA formally adopted a resolution calling for a 2010 Recommended Tax Levy in the amount of \$353,500, an increase of \$95,500 from the current levy. A copy of the resolution is attached.

Representatives of the HRA will be in attendance to speak to the request.

The following table summarizes the estimated tax impact on **residential** homes, based on the HRA's recommended 2010 tax levy, estimates provided by Ramsey County, and assuming no increase in property valuation.

Value of Home	2009 Actual	2010 Estimated	\$ Increase (decrease)	% Increase (decrease)
\$ 175,000	\$ 10	\$ 14	\$ 4	39 %
200,000	11	16	4	39 %
235,000	13	18	5	39 %
275,000	15	21	6	39 %
300,000	17	23	7	39 %

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

24 **POLICY OBJECTIVE**
25 Adopting a final HRA tax levy is required under Mn State Statutes in order to make it effective the
26 following year.

27 **FINANCIAL IMPACTS**
28 See above.

29 **STAFF RECOMMENDATION**
30 Staff Recommends the Council adopt or modify the attached resolution setting the 2010 Preliminary HRA
31 Tax Levy.

32 **REQUESTED COUNCIL ACTION**
33 Motion to adopt or modify the attached resolution establishing the 2010 Preliminary HRA Tax Levy.

34
Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to adopt the 2010 Preliminary HRA Tax Levy
B: Resolution adopted by the HRA requesting a 2010 Tax Levy

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 14th day of September, 2009, at 6:00 p.m.

The following members were present

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO _____

**A RESOLUTION SUBMITTING THE HOUSING AND REDEVELOPMENT AUTHORITY, IN
AND FOR THE CITY OF ROSEVILLE, SPECIAL PROPERTY TAX LEVY ON REAL
ESTATE TO THE RAMSEY COUNTY AUDITOR FOR THE FISCAL YEAR OF 2010**

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

The request of the Housing and Redevelopment Authority, in and for the City of Roseville, for a special levy per Minnesota Statutes Section 469.033, is hereby authorized in the amount of \$353,500 to be collected in 2010 for the purposes of Minnesota Statutes Section 469.001 to 469.047.

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

and the following voted against:

WHEREUPON said resolution was declared duly passed and adopted.

State of Minnesota)

) SS

County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th of September, 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 14th day of September, 2009.

William J. Malinen
City Manager

**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 31st day of August, 2009, at 6:00 p.m.

The following members were present: Members Michael Tracy; William Masche; Susan Elkins; and Chair Maschka; Tammy Pust

and the following were absent: Members Bill Majerus and Josh Fuhrman

Commissioner Pust introduced the following resolution and moved its adoption

Resolution No. 35

A Resolution Adopting A Tax Levy in 2009 Collectible in 2010

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

Section 1. Recitals.

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

Section 2. Findings

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

Section 3. Adoption of General Levy.

- 3.01. The following sums of money are hereby levied for the current year, collectible in 2010, upon the taxable property of the City for the purposes of the General Levy described in Section 1.02 above:

Amount: \$353,500

Section 4. Report to City and Filing of Levies.

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

Adopted by the Board of the Authority this 31st day of August, 2009.

Certificate

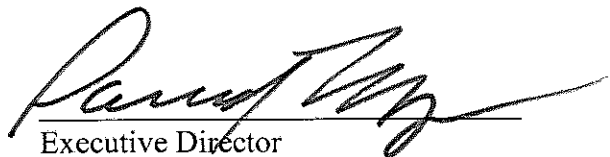
I, the undersigned, being duly appointed and acting Executive Director of the Housing and Redevelopment Authority in and for the City of Roseville, Minnesota, hereby certify that I have carefully compared the attached and foregoing resolution with the original thereof on file in my office and further certify that the same is a full, true, and complete copy of a resolution which was duly adopted by the Board of Commissioners of said Authority at a duly called and regularly held meeting thereof on August 31, 2009.

I further certify that Commissioner Pust introduced said resolution and moved its adoption, which motion was duly seconded by Commissioner Tracy and that upon roll call vote being taken thereon, the following Commissioners voted in favor thereof: Members Michael Tracy; William Masche; Susan Elkins; and Chair Maschka; Tammy Pust

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Witness my hand as the Executive Director of the Authority this 31st day of August, 2009.

A handwritten signature in black ink, appearing to read "Pust Tracy", is written over a horizontal line.

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 12.f

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Consider Scheduling Additional Meetings to Discuss the 2010 Budget

BACKGROUND

On September 14, 2009, the City Council will adopt a preliminary, non-to-exceed, property tax levy for 2010. In adopting this preliminary levy, it was understood that the Council would conduct a series of additional budget-related meetings to establish funding priorities and to make final spending decisions before the annual truth-in-taxation meeting.

In recognition of the importance of these additional budget meetings, City Staff is recommending the following schedule:

2010 Budget Meeting Schedule

<u>Date</u>	<u>Topic / Purpose</u>	<u>Est. Duration</u>
October 12, 2009	Prioritization session – Phase I	2 Hours
October 19, 2009	Prioritization session – Phase I (tentative)	1 Hour
November 9, 2009	Prioritization session – Phase II	2 Hours
November 16, 2009	Finalize 2010 Tax Levy and Budget	1 Hour
December 7, 2009	Truth in Taxation Hearing	1 Hour
December 21, 2009	Adopt Final 2010 Budget and Tax Levy	1 Hour

It is suggested that the first prioritization session be structured in a way that allows the Council to prioritize all city programs independent of the costs or service levels associated with those programs. This ensures that on a fundamental level, programs that are valued the most are ranked the highest. A second prioritization session is tentatively scheduled the following week to complete this initial ranking process.

The second phase of the prioritization process will focus on matching up program rankings with the costs associated with those programs. The costs will reflect the 2009 Budgeted amounts for reference purposes, as well as the estimated amounts needed in 2010 to maintain these programs at existing service levels. It is expected that for 2010, program costs will exceed available revenues. If this occurs, the Council will then be asked to either; 1) reprioritize the programs, 2) reallocate funding, or 3) suspend programs.

The initial prioritization sessions will include a citywide prioritization process whereby City Councilmembers will be expected to assign general priority categories to each city program or function. Suggested priority categories include:

1) High priority (Priority #1)

- ❖ High priority items include any federal or state mandates, legal or contractual (multi-year) obligations, or functions that are essential to preserving the health, safety, and welfare of the community.

2) Medium priority (Priority #2)

- ❖ Medium priority items include functions not included in category #1, yet create the greatest value and/or benefit the largest number of residents. It also includes those functions that help the City distinguish itself from other communities.

3) Low priority (Priority #3)

- ❖ Low priority items include functions not included in category #1 or #2, yet create added or complimentary value to high or medium priorities. These priorities are funded only after it has been determined that high and medium priorities have been funded at a sufficient level.

As shown above, it is suggested that each meeting take place at a regularly scheduled City Council meeting. After completion of the November 16, 2009 discussion, the City should be well-positioned to communicate to residents what they can expect in 2010 with regard to programs and services, service levels, and overall tax burden.

POLICY OBJECTIVE

Establishing a budget process that aligns resources with desired outcomes is consistent with governmental best practices, provides greater transparency of program costs, and ensures that budget dollars are allocated in the manner that creates the greatest value.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends that the Council establish the additional budget priority meetings identified above for the purposes of continuing discussion on the 2010 Budget.

REQUESTED COUNCIL ACTION

Motion to establish additional meetings to continue discussing the 2010 Budget.

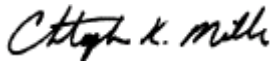
Prepared by: Chris Miller, Finance Director
Attachments: A: N/A

REQUEST FOR COUNCIL ACTION

Date: 9/14/09
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Receive Springsted Report on Budget Program Cost Analysis

BACKGROUND

Earlier this year, the City Council committed to using an alternative budgeting process for 2010. This process has oftentimes been referred to as 'Budgeting for Outcomes' but other descriptive names have been used as well. In conjunction with this process, the City hired Springsted Financial Advisors to calculate the costs associated with individual programs and services. A copy of the Springsted Report is attached.

The Council is reminded that the Report was created for information purposes. It is not intended to provide a budget decision-making process nor will it suggest where funding ought to be allocated. However, it should provide some useful information on the depth and breadth of the programs and services that are supported by property taxes and in some cases, the corresponding service levels or performance standards.

City Staff will be available for questions or comments regarding the attached information.

POLICY OBJECTIVE

Establishing a budget process that aligns resources with desired outcomes is consistent with governmental best practices, provides greater transparency of program costs, and ensures that budget dollars are allocated in the manner that creates the greatest value.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Not applicable.

REQUESTED COUNCIL ACTION

No Council action is requested. The presentation is submitted for information and discussion purposes only.

Prepared by: Chris Miller, Finance Director
Attachments: A: Springsted Report on Program Cost Analysis



Springsted Incorporated
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887

Tel: 651-223-3000
Fax: 651-223-3002
www.springsted.com

MEMORANDUM

TO: Chris Miller, Finance Director

FROM: Nick Dragisich

DATE: September 8, 2009

SUBJECT: Financial Planning Assistance

Springsted Incorporated was retained to assist the City of Roseville in their financial planning and developing budget alternatives by determining the cost of providing services within General Fund departments and tax supported funds. The study is to serve as an informational tool for making budget decisions and fee justification. This memorandum provides the results of our work.

Background

The City of Roseville provides a large number of services to its citizens. The City's general fund and property-tax supported departments provide the largest share of these services. General fund and property tax supported departments include:

- Administration
- Finance
- Public Works
- Parks & Recreation
- Police
- Fire

Services provided by these departments include both those services that residents and businesses see on a daily basis (external customers) and services that support the City's operation (internal customers).

The costs for each service we determined are based on the City's 2009 approved budget for each department. As a result, the actual costs for these services may vary somewhat based on any difference from the budgeted amounts. The costs we determined are not offset by any revenues the service may generate. The costs determined are the direct cost of each service including personnel related costs, supplies and materials, and other services and charges from the department's budget. They do not include

any allocation of overhead or other indirect costs except to the extent those costs are captured in the budget.

Methodology

The process used to determine the cost of services involved a number of steps. The first was a review of the City's 2009 adopted budget for each department. This included both the dollar amounts budgeted in each category and the number and types of positions in the department. Actual 2008 expenditures were also reviewed when that information became available.

Job descriptions for each position were reviewed and a matrix developed that listed the duties included in each job description. The matrix was used to compare the common duties across all departments and to identify unique duties. This matrix was reviewed with City managers and department heads. Using the matrix as a guide, a position profile was developed for each position in the departments included in this study. The profiles listed each task in the position job description and provided spaces where additional tasks could be entered. Each department was asked to review their position profiles and to indicate the percentage of time spent on each task, and the number of full-time-employees and part-time employees in each position. They were also asked to indicate the percentage of time spent on non-service related activities like internal meetings, vacation, sick leave, etc. An example of a position profile is shown in Appendix A.

The completed position profiles were reviewed for completeness by each department head and additional data was collected as needed. The completed position profiles were used to develop the list of services provided by each department and the budgeted cost for each. The budgeted cost for each service was determined using a computer model developed within Microsoft® Excel. Personnel related costs were allocated to each service based on the percentage of time for each position from the position profiles. Non-personnel costs were allocated directly to a service where that costs could be identified as directly related to that service. For example, street centerline pavement painting costs were allocated 100% to the traffic control/management/signs service. Costs that could not be specifically identified as directly relating to a specific service were allocated proportionately to those services where that costs would be a part of the cost of the service. For example, utilities in the Skate Center budget were allocated to the six services identified in the employees' position profiles.

The list of services developed for each department was submitted to the City for review and feedback. It was requested that both the list of services and the cost allocated to each service be reviewed for completeness and accuracy. Discussion were held with department heads and staff to clarify cost allocations and services to insure the costs were within acceptable ranges of accuracy based on the data available.

Budgeted Cost of Services

The budgeted cost of services provided by each department within the general fund and/or by tax-supported funds was developed. It is important to understand the cost of each service is reflective of the data used to determine the cost. The accuracy is limited by the following factors:

- The cost of each service is based on the City's 2009 approved budget so that the accuracy of the costs is reflective of the accuracy of the budget in terms of how actual costs will compare to budgeted costs at the end of the fiscal year.
- The personnel-related costs are projected based on the time spent profiles completed for each position in each department. Personnel costs make up the majority of the costs in each department's budget so that the accuracy of the costs is limited by the accuracy of the time spent profiles.
- The allocation of supplies and materials and other services and charges are based on the best judgment of Springsted's consulting team and the City's department heads. These costs represent a smaller portion than the personnel related costs so the accuracy of the service costs is dependent to a lesser extent on the accuracy of these costs.

The costs identified for each service within each department reflects the budgeted cost to provide that particular service. However, it would not be accurate to say that choosing not to provide a particular service in the future would result in a corresponding cost savings equal to the cost of that service. This results because the employees in each department provide a large number of services. For example, the cost of plowing snow by the Public Works Department was determined to be \$123,730. The personnel costs associated with snow plowing are \$47,503; however the employees who plow snow also provide street maintenance and repair, tree trimming, building and grounds maintenance, right-of-way maintenance, maintenance of streetscapes, and other services. The decision to not continue to provide a particular service or to provide less of that services needs to be examined in the context of how that would affect the other services provided by the same employees. However, the allocation of time and expenses developed by this study provides the City with a tool to understand this context and to make informed decisions.

The budgeted costs allocated to services are direct costs only and do not capture the personnel costs associated with vacation, sick leave, holidays and other non-service related time. Other non-service related time includes time spent in administrative support and other activities that cannot be allocated to any particular service. Therefore, the cost allocated to services in each department does not equal the total budget amount for that department.

Administration Services

Eleven services were identified within Administration as shown in the table below. Three services account for approximately 73.3% of the service costs budgeted in Administration. Legal services account for approximately 34.3%, City Council approximately 22.7%, and Personnel Management approximately 16.3%.

Two services utilize approximately 58.7% of the FTEs time allocated to services. These are customer citizen support utilizing approximately 31.2% and personnel management utilizing approximately 27.5%.

Other services and charges make up approximately 54.7% of the cost of services budgeted primarily because the cost of legal services is in this category. Personal Services make up approximately 44.9% of the costs of services budgeted while supplies and materials make up approximately 0.4%. Administration services are shown in the table below.

Administration Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTEs
Customer Citizen Service	61,198	904	2,278	\$ 64,380	1.14
Procurement	5,832	29	520	\$ 6,381	0.09
Personnel Management	113,368	568	15,597	\$ 129,534	1.00
Records Retention	1,706	100	-	\$ 1,807	0.07
Elections	9,100	1,133	37	\$ 10,270	0.27
City Council Support	45,188	226	2,016	\$ 47,430	0.54
Advisory Commission Support	4,804	81	26	\$ 4,911	0.09
Organizational Management	72,531	363	2,153	\$ 75,047	0.45
City Council	42,880	-	137,680	\$ 180,560	
Human Rights Commission	-	-	2,250	\$ 2,250	
Legal	-	-	272,500	\$ 272,500	
Total	\$ 356,607	\$ 3,406	\$ 435,057	\$ 795,069	3.65

Finance Services

Sixteen services were identified in the Finance Department. Four services account for approximately 55.2% of the budgeted cost of the services provided. These include oversight of the Fire Relief Association which has the highest budgeted service cost within Finance accounting for approximately 24.5% , financial accounting and reporting accounting for approximately 12.2%, general insurance accounting for approximately 9.5% and central services which accounts for approximately 9.1%.

Two services utilize approximately 50.6% of the FTEs allocated to services. These are financial accounting and reporting utilizing approximately 27.6% and cash receipts/receptionist utilizing approximately 23.0%.

Personal Services make up approximately 53.5% of the budgeted cost of services, other services and charges make up approximately 43.1%, and supplies and materials make up approximately 3.5% of the costs. Finance services are shown in the table below.

Finance Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTEs
Banking & Investment Management	58,255	628	3,739	\$ 62,622	0.56
Budget/Financial Planning	62,974	246	5,738	\$ 68,958	0.43
Business Licenses	2,728	11	118	\$ 2,857	0.04
Cash Receipts/Receptionist	72,138	282	3,457	\$ 75,878	1.26
Central Services	-	27,000	49,520	\$ 76,520	-
Contract Administration	21,576	84	1,414	\$ 23,074	0.25
Debt Management	16,399	64	1,854	\$ 18,317	0.11
Economic Development	3,936	15	361	\$ 4,312	0.03
Financial Accounting & Reporting	97,400	327	5,109	\$ 102,836	1.50
Fire Relief Association	-	-	207,000	\$ 207,000	-
Gambling Licenses	2,728	11	132	\$ 2,871	0.04
General Insurance	-	-	80,000	\$ 80,000	-
Process Payroll	44,295	473	2,144	\$ 46,912	0.65
Purchasing	1,364	5	66	\$ 1,436	0.02
Risk Management	53,479	209	3,037	\$ 56,725	0.45
Organizational Management	14,849	17	248	\$ 15,114	0.12
Total	\$ 452,122	\$ 29,374	\$ 363,936	\$ 845,432	5.45

The Finance Department has established service level standards/benchmarks for five services. These are shown in the table below.

Finance Department Service Level Standards/Benchmarks

Service	Service Level Standards/Benchmarks
Business Licenses	Process 600 business licenses annually
Cash Receipts/Receptionist	Process 40,000 receipts annually/receive and route 19,000 calls annually
Financial Accounting & Reporting	Process 7,000 payments annually
Process Payroll	Process 8,000 paychecks and supporting filings annually
Risk Management	Process 50 work comp claims and 35 property liability claims annually

Public Works Services

Forty-one services were identified in the Public Works Department. Four services account for approximately 50.5% of the budgeted cost of services provided. These include buildings & grounds maintenance which has the most budgeted service cost accounting for approximately 19.6%, street maintenance & repair accounting for approximately 16.0%, street lighting accounting for approximately 8.2%, and vehicle maintenance accounting for approximately 6.7%.

Seven services utilize approximately 56.5% of the full-time FTEs allocated to services. These services and their approximate percentages are as follows:

• Vehicle maintenance	14.3%
• Street maintenance and repair	12.8%
• Traffic control/management/signs	7.7%
• Design & feasibility studies	6.0%
• Buildings & grounds maintenance	5.6%
• Training	5.0%
• Project planning & management	<u>5.0%</u>
Total	56.5%

Personal Services make up approximately 49.7% of the budgeted cost of services, other services and charges make up approximately 36.8%, and supplies and materials make up approximately 13.5% of the costs. Public Works services are shown in the table below.

Public Works Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTEs*
Citizen Commission Support	9,636	106	429	10,171	0.07
Grass Lake Watershed Management	6,998	77	689	7,763	0.04
General Engineering Activities	22,023	871	969	23,864	0.22
Easement/Right-of-Way Permits	1,095	392	91	1,578	0.01
Community Development & Planning	22,434	246	850	23,530	0.16
Municipal State Aid Reports	1,598	18	50	1,666	0.01
Traffic Control/Management/Signs	83,424	22,376	34,273	140,073	1.04
Arden Hills - Non Project Related	5,944	65	203	6,211	0.06
Falcon Heights - Non Project Related	2,479	27	88	2,594	0.03
Erosion Control Inspections	5,421	59	206	5,687	0.06
As-Built Drawings - Non Project	19,975	219	1,450	21,644	0.26
Survey Miscellaneous	2,520	28	126	2,673	0.03
GIS - Public Works	55,495	609	1,670	57,774	0.64
GIS - Coordination	5,687	62	171	5,921	0.07
GIS - Ramsey County User Group	6,980	77	3,570	10,627	0.08
Buildings & Grounds Maintenance	77,296	29,217	373,239	479,753	0.76
Snow Plowing	47,503	62,067	14,160	123,730	0.55
Tree Trimming	33,256	3,506	8,168	44,930	0.43
Equipment Ordering and Planning	3,424	5	775	4,204	0.03
Right-of-Way Maintenance and Management	24,015	2,004	7,762	33,781	0.28
Streetscape	20,513	2,163	4,955	27,630	0.22
Street Maintenance & Repair	135,260	185,261	71,151	391,672	1.72
Pathway Maintenance & Repair	14,689	10,679	133,806	159,173	0.15
Parks Activities	6,272	661	1,638	8,571	0.06
Haul Materials	12,088	1,274	6,721	20,083	0.16
Vehicle Maintenance	151,533	2,569	9,109	163,211	1.93
Project Planning & Management	73,605	1,163	3,119	77,887	0.68
Design & Feasibility Studies (Projects)	76,900	1,163	3,966	82,029	0.81
Survey Pre-Construction (Projects)	21,367	388	749	22,504	0.19
Survey Construction (Projects)	13,440	343	516	14,298	0.11
Inspections (Projects)	56,898	624	1,947	59,469	0.55
Asbuilt Drawings (Projects)	2,721	30	168	2,919	0.03
Pending Assessments	1,002	11	39	1,052	0.01
GIS Public Works Project	1,121	12	347	1,480	0.01
Arden Hills - Project Related	18,350	201	817	19,368	0.17
Falcon Heights - Project Related	9,716	107	464	10,287	0.09
Customer Citizen Service	31,482	341	948	32,771	0.37
Organizational Management	64,136	73	2,140	66,349	0.60
Council Support	15,937	192	701	16,830	0.11
Training	52,815	-	8,350	61,165	0.68
Street Lighting	-	-	200,000	200,000	-
Total	\$ 1,217,049	\$ 329,284	\$ 900,590	\$ 2,446,922	13.48

*FTE count does not include Temporary Employees

The Public Works Department has developed service level standards/benchmarks for 34 of these services as shown in the table below.

Public Works Service Level Standards/Benchmarks

Service	Service Level Standards/Benchmarks
Citizen Commission Support	11 -12 Meetings per year, packets, follow-up
General Engineering Activities	As-built surveys - 15 days, plat checks - 5 hours; City complaints investigated - 24 hours
Easement/Right-of-Way Permits	Number of ROW Permits issued/ compliance; permit fees collected
Community Development & Planning	Number of permits/ applications reviewed/ compliance with code
Municipal State Aid Reports	Receive maximum funding level possible
Traffic Control/Management/Signs	20% signs replaced annually to meet federal mandate.
Arden Hills - Non Project Related	Service level satisfaction, revenue
Falcon Heights - Non Project Related	Number of hours spent, Revenue
Erosion Control Inspections	Number of ROW Permits issued; permit fees collected
As-Built Drawings - Non Project	Completeness of Asbuilt Drawings the City has on file.
Survey Miscellaneous	Number of hours
GIS - Public Works	Level of detail, Number of maps produced annually (340).
GIS - Ramsey County User Group	Yearly costs for City of Roseville to purchase these items from Ramsey County as a non-member: \$42,395 (savings of \$39,002.42 per year for members)
Buildings & Grounds Maintenance	Maintenance cost per square foot
Snow Plowing	Full plow event at 2"; complete city for 2"-8" snowfall in 12 hours or less
Tree Trimming	Number of trees trimmed annually; cost per tree trimmed - Approximately 1000-1500 trees trimmed annually @ \$30 - \$45 each
Equipment Ordering and Planning	Life cycle cost of vehicles/equipment
Right-of-Way Maintenance and Management	Number of complaints, compliments
Streetscape	Number of complaints or positive comments - Feedback
Street Maintenance & Repair	Pavement Condition Index Average and Dollars of Backlog; Street Sweep 2008 cost \$90.48/lane mile
Pathway Maintenance & Repair	Miles of parking lots maintained annually, miles of re-paved pathways annually (1); miles of concrete sidewalk and bituminous pathways maintained annually (65)
Vehicle Maintenance	Repair cost per type
Project Planning & Management	Number of projects; number of meetings attended; number of mailings; engineering cost
Design & Feasibility Studies (Projects)	Number of City Contracts; total engineering costs 12%-16% compared to 16%-20% if using consultants
Survey Pre-Construction (Projects)	Annual City Project Amounts (\$2 - 5 million annually); number of city contracts; engineering costs
Survey Construction (Projects)	Annual City Project Amounts (\$2 - 5 million annually); number of city contracts; engineering costs
Inspections (Projects)	Annual City Project Amounts (\$2 - 5 million annually); number of city contracts; engineering costs
Asbuilt Drawings (Projects)	Number of asbuilt drawings completed annually; accuracy of record drawings
Pending Assessments	Number of inquiries responded to annually; number of assessed properties
GIS Public Works Project	Number of maps created annually; number of public meeting exhibits
Arden Hills - Project Related	Number of hours spent
Falcon Heights - Project Related	Number of hours spent
Customer Citizen Service	Number of calls taken, customer inquiries resolved, letters sent, etc.; number of complaints tracked, street light tracked, etc..
Organizational Management	Customer Satisfaction, Goals met, Mission Achieved

Park and Recreation Services

Twenty-nine services were identified in the Parks & Recreation Department. Four services account for approximately 50.1% of the budgeted cost of services provided. These include skate center maintenance which has the highest budgeted service cost accounting for approximately 17.5%, youth programs accounting for approximately 13.6%, organizational management accounting for approximately 10.8%, and building maintenance accounting for approximately 8.2%.

Four services utilize approximately 52.2% of the full-time FTEs allocated to services. Organizational management utilizes approximately 17.4%, grounds maintenance utilizes approximately 11.8%, customer citizen support utilizes approximately 11.6%, and skate center maintenance utilizes 11.4%.

Personal Services make up approximately 61.9% of the budgeted cost of services, other services and charges make up approximately 30.0%, and supplies and materials make up approximately 8.0% of the costs. Park & Recreation services are shown in the table below.

Park & Recreation Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTEs*
Organizational Management	298,136	5,848	22,998	326,982	2.98
Community Relations	11,538	104	173	11,814	0.09
Commission Support	3,461	31	80	3,572	0.03
Special Events	74,342	16,461	46,855	137,658	0.65
Customer Citizen Support	125,031	1,809	6,529	133,369	1.98
Procurement	7,742	91	67	7,901	0.09
Payroll	15,851	504	184	16,539	0.25
Cash Management	8,788	67	149	9,004	0.19
Volunteers	47,024	4,508	2,018	53,550	0.50
Marketing	59,919	1,393	26,146	87,458	0.72
Solicit Funding	11,120	72	125	11,317	0.12
Data Entry	34,112	306	791	35,210	0.61
Youth Programs	263,120	53,220	95,794	412,134	0.52
Adult Programs	48,458	24,632	130,280	203,369	0.35
Senior Programs	14,038	2,057	4,023	20,118	0.15
Arts Programs	9,174	1,727	17,388	28,290	0.10
Fitness & Wellness Programs	4,951	234	2,106	7,291	0.05
Equipment Maintenance	25,286	3,044	23,847	52,177	0.49
Building Maintenance	98,974	58,228	90,568	247,770	1.23
Grounds Maintenance	168,288	18,525	30,591	217,404	2.02
Athletic Fields Maintenance	25,189	10,237	34,814	70,240	0.24
Snow Plowing	31,649	2,414	219	34,282	0.45
Outdoor Ice Rinks	34,460	2,688	6,355	43,503	0.34
Playground Structures and Equipment	23,358	4,189	4,748	32,295	0.34
Community Rental	57,287	2,577	96,404	156,268	0.18
Training	2,877	34	18,937	21,848	0.04
Skate Center Programs	47,248	5,024	57,626	109,898	0.45
Skate Center Maintenance	317,675	23,953	186,237	527,864	1.95
Tree Sales	-	2,280	120	2,400	-
Total	1,869,097	246,258	906,169	3,021,525	17.09

*FTE count does not include Temporary Employees

Police Services

Twenty-eight services were identified in the Police Department. Four services account for approximately 71.6% of the budgeted cost of services provided. Citizen customer service accounted for approximately 21.9%, the largest share of the budgeted costs. Patrolling accounted for approximately 21.3%, investigations accounted for approximately 15.9%, and police reports accounted for 12.4%.

Three services utilized approximately 58.5% of the FTEs allocated to services. Citizen customer service utilized 23.1%, patrolling 19.1%, and investigations 16.3%.

Personal Services make up approximately 87.2% of the budgeted cost of services, other services and charges make up approximately 8.1%, and supplies and materials make up approximately 4.7% of the costs. Police services are shown in the table below.

Police Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTE
Citizen Customer Service	1,037,391	47,643	35,215	1,120,249	11.63
Community Liaison	221,078	16,259	2,088	239,425	2.51
Alarms & Security Systems	4,676	144	49	4,870	0.07
Fire Arms Permits	13,340	686	2,722	16,749	0.19
Background Investigations	9,021	275	1,021	10,317	0.10
Investigation	729,257	36,263	46,232	811,752	8.21
Crime Scene Processing	31,888	2,108	5,326	39,323	0.28
Patrolling	860,633	59,626	169,236	1,089,495	9.60
Criminal Prosecution	19,301	4,647	2,048	25,996	0.28
Police Reports	601,636	20,246	13,443	635,325	6.79
Collaborate with Others	69,207	2,484	802	72,493	0.77
Case Management	148,750	5,891	1,832	156,473	1.61
Execute Warrants	24,948	784	1,018	26,750	0.28
Tactile Planning	10,522	340	2,311	13,173	0.09
Administrative Tickets	1,659	54	-	1,712	0.03
Ramsey County Citations	2,761	1,221	29	4,011	0.04
Criminal Histories	4,583	185	49	4,817	0.07
Driver License Checks	-	-	-	-	-
Property Room & Management	23,711	1,051	251	25,013	0.35
Fingerprinting	178	141	2	321	-
Police Records	50,971	615	24,002	75,588	0.74
Forfeitures	9,445	356	100	9,900	0.13
Security Services	9,980	430	146	10,557	0.13
Organizational Management	467,342	19,687	14,877	501,905	4.04
Training	33,737	620	60,157	94,514	0.35
Community Services	67,395	15,810	11,850	95,055	2.00
Emergency Management	-	1,735	18,050	19,785	-
Lake Patrol	-	-	1,900	1,900	-
Total	4,453,411	239,298	414,757	5,107,466	50.29

Service level standards/benchmarks for the Police Department are not tied directly to the services, but rather are shown in terms of calls for services, crime statistics and response times which are generally the standards used for Police services. These are shown in the table below based on their 2008 performance.

Police Service Level Standards/Benchmarks

Service Level Standards/Benchmarks	2008
2008 Total Calls for Service	38,052
Sworn Full Time Employees Per 1,000 Population	1.48
Average Number of Officers Per Shift	7
Average Number of Calls For Service Per Shift	52.1
Average Number of Patrol Contacts Per Day	200
Traffic Contacts/Citations	20,081
DUI Arrests	270
Narcotics Arrests	148
Total Arrests Per 1,000 Population	48.98
Total Part I Violent Crimes Per 1,000 Population (inc. homicide, rape, robbery, aggravated assault, arson)	1.63
Total Part I Property Crimes Per 1,000 Population (inc. burglary, shoplifting, other theft, motor vehicle theft)	46.8
Department Case Clearance Rate*	49%
Citizen Rating on Quality of Police Service**	89% Excellent/Good
Citizen Rating Feeling Safe in Neighborhood**	94%
Citizen Rating Feeling Safe in Retail Complexes**	92%
Average Response for 911 Emergencies	3 mins
Average Response for Non-Emergency Calls	10 mins
Front Office Police Reports Processed Weekly	450

*Minnesota average is 48%

** Results of 2009 Community Outreach Meetings Surveys

Fire Services

Fifteen services were identified in the Fire Department. Four services accounted for approximately 65.3% of the budgeted cost of services provided. Fire fighting accounted for approximately 23.4%, emergency medical services accounted for approximately 20.7%, training accounted for approximately 12.8%, and organizational management accounted for approximately 8.4%.

These same four services utilized approximately 50.8% of the full-time FTEs allocated to Fire services. Organizational management utilizes approximately 13.7%, training utilizes approximately 12.5%, emergency medical services utilize approximately 12.1%, and fire fighting utilizes approximately 12.5%.

Personal Services make up approximately 83.6% of the budgeted cost of services, other services and charges make up approximately 11.9%, and supplies and materials make up approximately 4.5% of the costs. Fire services are shown in the table below.

Fire Services

Service	Personal Services	Supplies & Materials	Other Services and Charges	Total	FTE*
Citizen Customer Service	81,248	924	5,071	87,243	0.82
Procurement	21,853	82	1,881	23,816	0.26
Code Enforcement	53,865	500	1,825	56,189	0.57
Emergency Management	10,255	106	1,892	12,253	0.09
Station Duties	94,380	5,236	-	99,615	0.21
Equipment Maintenance	81,265	7,887	5,262	94,413	0.22
Building Maintenance	1,244	3,060	3,562	7,865	0.01
Incident Reports	56,749	575	1,825	59,148	0.25
Fire Fighting	241,591	30,244	90,435	362,270	0.86
Fire Prevention	32,960	598	1,968	35,527	0.28
Fire Investigation	6,428	286	3,636	10,349	0.05
Fire Inspections	52,368	486	786	53,639	0.60
Emergency Medical Services	244,058	18,585	59,381	322,024	0.83
Training	198,214	185	3,644	202,042	0.86
Organizational Management	125,472	955	4,371	130,798	0.94
Total	1,301,950	69,706	185,536	1,557,192	6.87

*FTE count does not include 62 Temporary Firefighters

The Fire Department has established service level standards/benchmarks for three of its services as shown in the table below.

Fire Services Service Level Standards/Benchmarks

Service	Service Level Standards/Benchmarks
Fire Fighting	Fire response time of 3 minutes and 39 seconds
Fire Prevention	Multi-family residential structures inspected annually; commercial/industrial structures inspected every three years
Emergency Medical Services	Emergency medical response time of 3 minutes and 39 seconds

Please let me know if you have any questions or if I can provide any additional information related to these costs.

Appendix A: Position Profile – City Manager

	Number of FTE's (not including seasonal or temporary employees)	Percent of general fund time performing service (FTE's only)	Number of Seasonal or Temporary Employees	Percent of general fund time performing service
Services				
EXAMPLE: Serves as liaison for Human Rights Commission	10	20%	2	80%
Customer/Citizen service				
Direct research				
Establishes goals and objectives of the department; manages workflow and staff, develops and administers budget				
Establishes org. structure				
Evaluates Services, programs or procedures for department efficiency				
Helps to define, establish and attain overall goals and objectives of the department				
Issue permits				
Manages department heads				
Manages use of consultants				
Oversee purchasing and bid letting				
Recommends appropriate fee schedules				
Represents City to the public				
Services, not listed above:				
Other non-service related activities				
Internal Meetings				
External Meetings				
Other				
TOTAL		0%		0%
Notes:				
Total of Column "C" MUST equal 100%.				
If there is anything listed in Column "D", total of Column "E" MUST also equal 100%.				

Appendix A: Position Profile – City Manager (continued)

Services	Level of Service	Equipment Used/Leased
<i>EXAMPLE: Serves as liaison for Human Rights Commission</i>	<i>150 FTE's 2 unions etc.</i>	<i>Basic office equipment</i>
Customer/Citizen service		
Direct research		
Establishes goals and objectives of the department; manages workflow and staff, develops and administers budget		
Establishes org. structure		
Evaluates Services, programs or procedures for department efficiency		
Helps to define, establish and attain overall goals and objectives of the department		
Issue permits		
Manages department heads		
Manages use of consultants		
Oversee purchasing and bid letting		
Recommends appropriate fee schedules		
Represents City to the public		
Services, not listed above:		
Other non-service related activities		
Internal Meetings		
External Meetings		
Other		
TOTAL		
Notes:		
<i>Total of Column "C" MUST equal 100%. If there is anything listed in Column "D", total of Column "E" MUST also equal 100%.</i>		

REQUEST FOR COUNCIL DISCUSSION

Date: 09/14/09
Item No.: 13.b

Department Approval

City Manager Approval



Item Description: Discussion of Planning and Zoning Issues (5-foot setbacks, Impervious Surface Restrictions in residential areas, PUD and Comp Plan Amendment Approvals as part of land use requests, and Recreational Vehicles)

BACKGROUND

In previous meetings, City Council members have asked for further discussion regarding several planning and zoning issues that have been brought up as part of other land use decisions. The items included: 5-foot setbacks on certain residential lots, impervious surface restrictions on residentially-zoned properties, PUD and Comp Plan Amendment approvals as part of land use requests, and the storage of RVs on residential lots.

Generally speaking, all of the above issues, with the exception of the regulation of RVs (which is in Title 4 of the City Code), will be discussed and addressed as part of the upcoming zoning code update. Nevertheless, staff has prepared this report outlining the issues for the City Council.

Staff would welcome other comments from the City Council on other parts of the Code that staff should make sure that are addressed as part of the zoning code update.

Below is a discussion of the issues brought to date:

5-foot setbacks: The Roseville City Code has long recognized the need to differentiate between the smaller lots created prior to adoption of the City's first zoning code in 1959 and those that were created afterward. In fact, since the original adoption of the zoning code, there has been special allowance for lots platted before 1959 that did not meet the minimum width, area, and green space requirements as long as they were at least 70% of the required minimum (i.e. if the required lot width is 85 feet, a pre-1959 lot that is at least 59.5 feet wide would be a legal lot to be built upon). The City Council adopted the Single Family Residential Overlay District (SFROD) in January 2008 to more clearly regulate the pre-1959 lots.

One issue that arose during the development of the SFROD was that of side-yard setbacks for those lots that are in the overlay district. The previous language within the code stated: "*Such existing lots that fall within seventy percent (70%) of the requirements shall be permitted to have side yard setbacks in the same proportion as the lot width bears to the width required in Section 1004.02D or where the neighborhood in which said lot or parcel is located has been substantially developed with five foot (5') side yard setbacks, the side yard shall be five feet (5')*". Based on the desire to create a straight-

forward and uniform zoning code, the SFROD ordinance set the side yard setback as five feet for those parcels within the overlay district.

Therefore since early 2008, the lots within the overlay district have been allowed to have 5-foot side yard setbacks. It is important to note that 5-foot side yard setbacks were allowed prior to 2008 if the surrounding neighborhood had 5-foot side yard setbacks. In fact, there are approximately 6,200 single-family lots that have existing 5-foot side yard setbacks throughout the City.

The zoning code update will certainly give an opportunity to revisit the whole idea of the SFROD and 5-foot setbacks if desired.

Impervious surface restrictions in residential areas: During the discussion of The Orchard PUD, a potential inconsistency was pointed out regarding maximum impervious surface allowed in residential districts. Specifically, it was pointed out that Section 1004.01 *General Requirements In All Residence Districts* limits impervious surface to 30% of the lot size while the chart in Section 1004.016 only sets limits on impervious surface for R-1, SFROD, R-2, and R-7 Residential Districts.

Upon further review staff has found that while there still may be a conflict with the two sections, it may not be as clear cut as originally thought. Specifically, the reference to the maximum impervious surface occurs under the sub-section discussing regulations governing accessory buildings in residential districts. Later in the same section, the code gives requirements for accessory buildings in residential districts other than R-1 and R-2; potentially signifying that the other parts of the section only applied to R-1 and R-2 districts. Below is the language from the code with the pertinent parts bolded and underlined.

1004.01: GENERAL REQUIREMENTS IN ALL RESIDENCE DISTRICTS:

The following minimum requirements shall apply to all buildings that may be erected, converted or structurally altered in residence districts: (Ord. 275, 5-12-1959)

A. Accessory Buildings in Residential Districts:

1. Number Allowed: Each residentially zoned or used parcel shall be allowed up to two detached accessory buildings and one garden shed, based upon certain maximum limitations identified in this section.
2. Garden Shed: The size of the allowed garden shed shall be limited to a maximum area of 120 square feet, a maximum height of 12 feet. The one allowable garden shed shall not be considered an accessory building.
3. Detached Accessory Building Size Limit: Total detached accessory building area shall be limited to 40% of a required rear yard area, up to a maximum size of 864 square feet. The 40% rear yard limitation is calculated by taking the width of the subject lot or parcel and multiplying it by the required rear setback depth of 30 feet, then multiplying that number by 0.4 or 40%.
4. Requirements for Increasing Maximum Size: The size of detached accessory buildings may be increased from a total of 864 square feet to a maximum total size of 1,008 square feet. A public hearing and approval of a conditional use permit in accordance with section 1014.01 of this title, and provided all other applicable provisions of this section are met, is necessary. Conditions may be attached to the permit to mitigate the impact on adjacent properties, including, but not limited to, increased setbacks, landscape screening, architectural color and detail requirements, drainage provisions, and limiting additional exterior storage. When reviewing an application for a conditional use permit, the planning commission and City Council shall consider the following criteria:
 - a. Impact on traffic.
 - b. Impact on parks, streets and other public facilities.
 - c. Compatibility of the site plan, internal traffic circulation, landscaping and structures with contiguous properties.

- d. Impact of the use on the market value of contiguous properties.
- e. Impact on the general public health, safety and welfare.
- f. Compatibility with the city's comprehensive plan.

(Ord. 1359, 1-28-2008)

5. Overall Area: The overall area of attached garage and detached accessory building(s) shall not exceed the exterior dimensional footprint of the principal structure, excluding any attached garage footprint.

6. Maximum Total Surface Area: Including detached accessory structures, principal structures, pavement surfaces (asphalt, concrete and/or brick, stone or other paver), the total impervious surface on a residential lot or parcel shall not exceed 30% of the total lot or parcel size.

7. Location: No accessory building or garden shed shall be erected or located within any front yard.

Accessory buildings and/or a garden shed shall be located behind the established front building line of the principal structure. On through lots and lakeshore lots, accessory buildings and/or a garden shed may be located between the road right-of-way line and the principal structure, provided they meet the required front yard setback of 30 feet (Ord. 1287, 8-4-2003)

8. Minimum Setbacks: A garden shed and/or accessory buildings shall be set back a minimum of 5 feet from a side yard or rear yard lot line and a minimum of 6 feet from any other building or structure on the same lot or parcel, and on corner side lots, behind the building line of the principal structure. Garden sheds may only be located in the rear yard. (Ord. 1287, 8-4-2003)

9. Prohibited Location: Accessory buildings and/or a garden shed shall not be located within any public or private utility or drainage easement.

10. Height: Accessory buildings shall not exceed one story or 15 feet in height and the wall height shall not exceed 9 feet in height. The overall height of an accessory building shall not exceed the overall height of the principal structure on the parcel (building height is determined from Section 209 of the uniform building code).

11. In-Ground Garages: Where the natural grade of a lot at the building line of a house is 8 feet or more above the established curb level, an accessory building for vehicle storage (garage) may be erected within any yard, provided that 1/2 of the wall height or more is below grade level. Such an accessory building shall be set back a minimum of 20 feet from any right of way.

12. Accessory Building and Garden Shed Color, Design and Materials: The exterior color, design, and/or materials of an accessory building shall be similar to the principal structure. Corrugated metal siding and corrugated metal roofs shall be prohibited.

13. Driveway Required: Any accessory building capable of storing one or more motorized vehicles shall be provided with a hard-surfaced driveway to an adjacent public street. However, if the primary purpose of the building is for residential (not commercial) equipment, material, seasonally used recreational vehicle or a seasonally driven vehicle or collectible, a hard surface is not required.

14. Requirements For Districts Other Than R-1 and R-2: Accessory buildings in districts other than R-1 and R-2 districts shall be placed in the rear yards. (Ord. 1287, 8-4-2003)

15. Building Permit Required: A building permit shall be required for all detached accessory buildings and a garden shed. A building permit application must include a site plan establishing all property lines and required dimensional setbacks, roof and surface drainage plan and building elevations. (Ord. 1246, 2-12-2001)

Regardless of how one interprets the above language, the current language is confusing and should be changed to clear up any misinterpretation. As with the other issues discussed in this report, it would seem appropriate to take a look at this language during the zoning code update to clarify its intention and remove any confusing discrepancies.

PUD and Comp Plan Amendment Approvals as part of land use requests: Currently, approval of a land use request that is proposed as a Planned Unit Development (PUD) and/or requires an amendment to the Comprehensive Plan is a two-step process. A general concept plan of the proposed development is submitted to the City for consideration. As part of the general concept review, the Planning Commission and City Council also consider the rezoning of the property to PUD and a Comprehensive

122 Plan Amendment (if applicable). The decision that ultimately is in front of the City Council is to
123 approve the general concept plan (with conditions), approve the rezoning the property to PUD, and if
124 applicable, approve the Comprehensive Plan Amendment. Typically, the PUD approval is made
125 subject to the final development plans being approved and the City and the applicant entering into a
126 PUD agreement (which happens at a later approval). In the case of the Comprehensive Plan
127 Amendment, the approval is also made contingent on the Metropolitan Council approving the
128 amendment.

129 This practice has been used in the past in order to have a complete understanding of the project earlier
130 in the process for the policy makers and the public. The current process also allows the applicant to
131 receive feedback on the proposal and some assurances on the desirability of the project prior to
132 incurring additional costs for the project.

133 During the recent discussion regarding The Orchard PUD project, the City Council received testimony
134 that questioned the wisdom of making the approvals regarding the PUD and Comprehensive Plan
135 Amendment at the preliminary stage versus the final stage.

136 As part of the upcoming zoning code update, staff would propose to take a look at the timing of
137 approvals of PUDs and Comprehensive Plan Amendments. When that review of the code occurs, staff
138 believes that the following considerations should be taken into account: 1) Final decisions on PUDs
139 and Comprehensive Plan Amendments should occur when the City has maximum leverage on ensuring
140 a desirable development; and 2) Policy makers and the public should have a full understanding of what
141 the development will require for approvals and what deviations from code will be needed and what
142 changes to the Comprehensive Plan need to occur for the development.

143 **RVs:** Roseville, like a lot of communities, has struggled with how to best regulate the storage of
144 recreational vehicles (RVs), and trailers. The storage of these vehicles in driveways, yards, or the
145 street often lead to citizen complaints. Roseville's City Code is in need of revisions to address the
146 storage of recreational vehicles and trailers. The present city code uses wording that is outdated and it
147 references state statutory criteria that no longer exists. There also appear to be inconsistencies on what
148 is allowed to be stored where.

149 Revising City Code will be complicated because it will involve many different vehicle types, many
150 different Code sections and many different types of complaints.

151 Don Munson, City Codes Coordinator, previously prepared a memo regarding this issue that explains
152 the problems with our current code and outlines some possible solutions. (See Attachment A).

153 Staff would suggest an initial discussion tonight to gauge interest for more in-depth conversations about
154 RVs and trailers. If there is interest on having further discussion on the matter, staff would suggest that
155 it come back at a future meeting as a separate item for a policy discussion. As this issue is of great
156 interest to some members of the public, the City Council should consider allowing for the public to give
157 input on the matter.

158 **POLICY OBJECTIVE**

159 This report provides discussion on several issues of interest that the City Council has indicated should
160 be looked at in order to make City Codes more clearer and more beneficial to the City's residents.

161 **FINANCIAL IMPACTS**

162 Changes to the zoning ordinance will be conducted as part of the Zoning Code Update or through
163 regular staff work. No additional are funds needed.

164 **STAFF RECOMMENDATION**

165 This report was provided for discussion and informational purposes.

166 **REQUESTED COUNCIL ACTION**

167 Provide staff with feedback and direction on the issues raised in the report.

168

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

Attachments: A: Memo from Don Munson regarding RVs.



Community Development Department

Memo

To: Pat Trudgeon, Community Development Director
From: Don Munson, Building Official
Date: 04-24-2009
Re: Recreational Vehicles and Trailers – Recommended City Code Revisions

Recreational Vehicles and Trailers

Roseville's City Code is in need of revisions to those sections that address both recreational vehicles and trailers. The present city code uses wording that is outdated and it references state statute criteria that no longer exists.

Revising these city code references will be complicated because they involve many different vehicle types, many different code sections and many different types of complaints. This memo identifies some of the issues and problems staff encounter. In addressing these issues and problems, overall concepts should first be discussed with Council, then specific wording changes/recommendations could be brought back later. If our first approach to Council includes specific wording changes, they will drown in details.

The first section of this memo identifies issues; the second identifies options and recommendations. This memo also breaks down the different types of recreational vehicles and trailers into 4 categories:

- Motorized Recreational Vehicles
- Towed Recreational Vehicles
- Commercial Trailers
- Small Utility Trailers

Issues: This section identifies the types of complaints the city gets and some other issues.

- **Motorized Recreational Vehicles:**

- The City receives many complaints about motorized RV's: parking on the grass on residential lots (a violation), parking on driveways blocking views (not a violation), parking in streets creating a sight/safety hazard (not a violation).



Winnebago on the grass (a violation)



RV on driveway (not a violation)



RVs in the driveway (no violation) blocking views



- **Towed Recreational Vehicles:**

- The City receives many complaints about towed RV's: stored on the grass on residential lots (a violation), parking on driveways blocking views (a violation after three days), parking in streets creating a sight/safety hazard (not a violation).



Towed RV on the grass (a violation)



RV on driveway (a violation)

- **Commercial Trailers:**

- City gets complaints about large commercial type trailers being parked on a residential driveway (after 2 hours a violation) and on grass (a violation). Large commercial trailers are being seen on residential properties more & more often as more people work from home.



Comm. trailer on street (not a violation)



Comm. trailer on driveway (a violation)

- **Small Utility Trailers:**

- These are the small single axel, single wheel trailers typically seen in residential areas. They are allowed to be stored indefinitely in side and rear yards, and, for a maximum of three days in a front yard. They rarely generate complaints (unless they are full of junk/debris).

- **City Code:**

- Roseville's City Code refers to 'Campers and Camper Busses' (Section 407.03 Q D) which is an out-dated reference that does not apply to the recreational vehicles seen today. Today we see motorized RV's, large towed RV's and the old pop-up campers.
- Roseville's City Code refers to the state classifications of Class A & B trailers with a maximum capacity of 1,500 lbs (Section 407.01A). These do not exist anymore. The smallest state license now, is up to a capacity of 3,000 lbs.
- The definition for a 'recreational vehicle' is found in Section 1002 and for a 'vehicle' is found in 407.01. These definitions are out-dated and need to be revised and coordinated (with any new code changes).

- **Miscellaneous:**

- Very strong emotions on both sides of the RV issue. Some want to keep RV's on their property, some hate seeing them outside their window, especially all year long.
- In the summer residents keep small pop-up campers on the front driveway for over the allowed 3 days (staff only pursues these in the winter). In the winter residents keep small snowmobile trailers on the front driveway for over the allowed 3 days (staff only pursues these in the summer).
- Many side/rear yards are inaccessible and owners can't get the small allowed trailers into those areas (a violation if stored in the front yard- over three days).
- Since most RV's don't really create blight on the neighborhood, they should be minimally regulated.

Options/Recommendations:

- **Motorized Recreational Vehicles:**

- Options:
 - Treat as any other motorized vehicle.
 - Enforce the 2,000lbs maximum capacity rule restricting these to 2 hours in a residential area.
 - Allow to be parked on the grass.
- Recommendation: Treat motorized RV's as any other motor vehicle; allowed on driveways and in streets indefinitely, but not allowed to be parked on grass.
 - Complaints would continue about visibility dangers and unsightliness.
 - Some residents will pave a large portion of their front yards in order to park an RV there.

- **Towed Recreational Vehicles:**

- Options:
 - Consider RV trailers the same as motorized RV's.
 - Create specific rules for the different types of RV trailers.
 - Consider RV trailers the same as commercial trailers.
 - Adhere to the old 2,000 lb distinction (to be 3,000 lbs) – this would allow some RV trailers (larger than the small utility trailers) in side/rear yards and would generate complaints.
- Recommendation: Create specific rules:
 - Allow manufactured RV trailers to be considered as motorized RV's and treat them like any motorized vehicle (allowed on a driveway indefinitely). This would generate the fewest complaints.
 - Allow pop-up campers to be treated as typical small trailers so they can be stored in side/rear yards indefinitely.

- **Commercial Trailers:**

- Options:
 - Continue to regulate them as the city code does now (not allowed in a residential zone for over 2 hours).
 - Allow larger trailers and closed type trailers on residential lots for longer periods – this would generate many complaints.

- Recommendation:
 - Restrict trailers over 3,000 lbs (considered commercial type) to a maximum of two hours in a residential area. City Code now restricts trailers over 2,000 lbs, however, state licensing has changed and now the smallest trailer license is 3,000 lbs.
 - ✓ More and more of the large open and closed type trailers (dual wheel and dual axel types) are being seen throughout the city. These are typically used for commercial purposes and they generate complaints from neighbors.
- **Small Utility Trailers:**
 - Options:
 - Keep the present code concept of allowing small utility trailers in side/rear yards but change to match the state's 3,000 lb classification.
 - Do not allow trailers to be stored indefinitely in side or rear yards – this would generate a huge number of complaints as residents mostly want these allowed.
 - Recommendation:
 - Keep the present code concept and allow open and closed utility trailers (under 3,000 lb capacity) in side or rear yards indefinitely. Continue to restrict these trailers to a maximum of three days on a front yard driveway.
 - ✓ The code needs to be changed because it references state classifications that no longer exist. City Code now has a maximum of 1,500 lbs but state licensing has changed and increased the smallest license to 3,000 lbs.
- **Miscellaneous:**
 - City Code:
 - City code addresses trailers in Sections 1002 (definitions), 407 (definitions), 407.02 L&M, 407.03 Q. All need to be reviewed, revised and re-written.
 - Boats are also intermingled in Section 407. Needs minor changes because presently you can place a boat and trailer indefinitely on the front yard on the grass, or leave a boat (not on a trailer) on the front yard grass indefinitely.
 - Recommend limiting the current practice of allowing persons to live in an RV, whether parked on a driveway or in the street. Limit this to 7 days (when people come to visit and stay in an RV, staff receives many calls from concerned neighbors – especially when the RV is parked in the street. Also, we've had 'employees' living in RV's and vans, this scares the neighbors).

EXAMPLES OF TRAILERS GERNERATING COMPLAINTS





