



City Council Agenda

Monday, October 12, 2009

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order for October: Ihlan, Roe, Johnson, Pust, Klausing
- 6:02 p.m. **Executive Session - Discuss Acquisition of portions of 2785 Fairview Avenue**
- 6:17 p.m. **2. Approve Agenda**
- 6:20 p.m. **3. Public Comment**
- 6:25 p.m. **4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report**
- 5. Recognitions, Donations, Communications**
- 6:30 p.m. **6. Approve Minutes**
a. Approve Minutes of September 28, 2009
- 6:35 p.m. **7. Approve Consent Agenda**
a. Approve Payments
b. Approve Business Licenses
c. Approve General Purchases and Sale of Surplus items in excess of \$5000
d. Approve a One Day Gambling Permit for Ramsey County Bar Association Foundation for November 14 at Midland Hills Country Club
e. Set a Public Hearing for On-Sale 3.2% Beer and Wine License for Noodles & Company
f. Set a Public Hearing for Off-Sale 3.2% Liquor License for NAD, Inc. dba Adam's Food & Fuel to be held October 26
g. Approve Skating Center/OVAL Marquee Sign
h. Receive Emerald Ash Borer Update
- 6:45 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

10. Presentations

11. Public Hearings

- 6:55 p.m. a. Public Hearing to Consider an Off Sale Liquor License for
MGM Liquors, 1149 Larpenteur Avenue

12. Business Items (Action Items)

- 7:00 p.m. a. Consider an Off Sale Liquor License for MGM Liquors,
1149 Larpenteur Avenue
- 7:05 p.m. b. Adopt a Resolution adopting the 2030 Comprehensive
Plan and Tier II Comprehensive Sewer Plan
- 7:20 p.m. c. Consider Acquisition of portions of property located at
2785 Fairview Ave
- 7:30 p.m. d. Authorize the Fire Department to Advertise for Bids for a
Fire Rescue/Pumper

13. Business Items – Presentations/Discussions

- 7:45 p.m. a. 2010 Budget Prioritization Process - Phase #1

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

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

16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	Oct 13	6:30 p.m.	Human Rights Commission
Monday	Oct 19	6:00 p.m.	City Council Meeting
Tuesday	Oct 20	6:00 p.m.	Housing & Redevelopment Authority
Monday	Oct 26	6:00 p.m.	City Council Meeting
Tuesday	Oct 27	6:30 p.m.	Public Works, Environment & Transportation Commission
Tuesday	Oct 27	6:00 p.m.	Human Rights Forum – Roseville Skating Center
Tuesday	Nov 2	6:30 p.m.	Parks & Recreation Commission
Wednesday	Nov 4	6:30 p.m.	Planning Commission

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

Date: 10/12/09

Item: 6.a

Minutes of 09/28/09

No Attachment

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10/12/2009

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	\$824,906.81
56465—56583	\$1,136,634..80
Total	\$1,961,514.61

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: 10/06/2009 - 11:00 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Central Power Distributor-ACH	Latex Gloves, Oil	136.08
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Central Power Distributor-ACH	Ignition Module	37.93
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Central Power Distributor-ACH	Spool	23.50
0	09/23/2009	General Fund	Conferences	MN GFOA-ACH	Conference Registration	225.00
0	09/23/2009	Grass Lake Water Mgmt. Org	Operating Supplies	Papa John's-ACH	Pizza	34.00
0	09/23/2009	Recreation Fund	Operating Supplies	Office Max-ACH	Wall Pocket	10.76
0	09/23/2009	Police - DWI Enforcement	Professional Services	Mineroff Electronics-ACH	Cell Phone Recording Interface	308.81
0	09/23/2009	Police - DWI Enforcement	Use Tax Payable	Mineroff Electronics-ACH	Sales/Use Tax	-19.86
0	09/23/2009	General Fund	Operating Supplies	National Imprint Corp-ACH	Badges	219.48
0	09/23/2009	General Fund	209001 - Use Tax Payable	National Imprint Corp-ACH	Sales/Use Tax	-14.11
0	09/23/2009	General Fund	Training	Fireworks Forever-ACH	Smoke Grenades for Training	50.39
0	09/23/2009	Sanitary Sewer	Operating Supplies	Menards-ACH	Latex Gloves, Clorox	20.36
0	09/23/2009	General Fund	Clothing	Kohl's-ACH	Uniform Pants	24.99
0	09/23/2009	General Fund	Conferences	Guest Services-ACH	Fema Training Meals	48.37
0	09/23/2009	Storm Drainage	Conferences	Guest Services-ACH	Fema Training Meals	48.38
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Preschool Supplies	6.00
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Summer Options Supplies	10.87
0	09/23/2009	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	AARP Supplies	2.04
0	09/23/2009	Information Technology	Operating Supplies	UPS Store-ACH	Shipping Charges	8.23
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Wood	63.89
0	09/23/2009	General Fund	Contract Maintenance	Menards-ACH	Fire Station Repair Materials	49.04
0	09/23/2009	Water Fund	Water Meters	Suburban Ace Hardware-ACH	Drill Bit	10.26
0	09/23/2009	Boulevard Landscaping	Operating Supplies	North Hgts Hardware Hank-ACH	Streetscape Supplies	25.37
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Playground Supplies	38.27
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Summer Options Supplies	56.10
0	09/23/2009	Recreation Fund	Operating Supplies	Party City-ACH	Preschool Supplies	14.27
0	09/23/2009	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Camp Supplies	35.15
0	09/23/2009	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Bike Camp Supplies	19.70
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Brock White -ACH	Cement	85.03
0	09/23/2009	General Fund	Training	Pepperball.com	Training Class	395.00
0	09/23/2009	General Fund	Training	Pepperball.com	Rifle Case	140.00
0	09/23/2009	General Fund	209001 - Use Tax Payable	Pepperball.com	Sales/Use Tax	-9.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/23/2009	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Fishing Contest Certificates	60.00
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Supplies	83.39
0	09/23/2009	General Fund	Contract Maintenance	Menards-ACH	Fire Station Repair Materials	10.43
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Electrical Parts	4.03
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Electrical Parts	2.53
0	09/23/2009	Golf Course	Merchandise For Sale	Cub Foods- ACH	Kitchen Supplies	4.50
0	09/23/2009	Police - DWI Enforcement	Professional Services	Best Buy- ACH	GPS Supplies	668.36
0	09/23/2009	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	Carbonless Copies	80.35
0	09/23/2009	Information Technology	Operating Supplies	Microcom Tech-ACH	Computer Supplies	271.22
0	09/23/2009	Information Technology	Use Tax Payable	Microcom Tech-ACH	Sales/Use Tax	-17.44
0	09/23/2009	Recreation Fund	Operating Supplies	County Cycles-ACH	Bike Camp Supplies	232.85
0	09/23/2009	Information Technology	Operating Supplies	Buy.com- ACH	Pro Stylus	21.43
0	09/23/2009	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-1.37
0	09/23/2009	General Fund	Miscellaneous	Target- ACH	Cookies	9.98
0	09/23/2009	Recreation Fund	Operating Supplies	Michaels-ACH	Program Supplies	141.76
0	09/23/2009	Recreation Fund	Operating Supplies	U of M Golf- ACH	Youth Golf-Driving Range	16.00
0	09/23/2009	Recreation Fund	Operating Supplies	Little Caesars-ACH	Pizza	27.41
0	09/23/2009	General Fund	Conferences	American Public Works -ACH	Public Works Exposition	535.00
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Concrete Mix	99.36
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Concrete Mix	99.36
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Power Equipment Parts	73.25
0	09/23/2009	Recreation Fund	Operating Supplies	Walgreens-ACH	Tie Dye Supplies	9.21
0	09/23/2009	Recreation Fund	Operating Supplies	Walgreens-ACH	Program Supplis	12.17
0	09/23/2009	Recreation Fund	Operating Supplies	Best Buy- ACH	Flash Drive, DVD	164.94
0	09/23/2009	General Fund	Operating Supplies	Target- ACH	Station Cleaning Supplies	56.81
0	09/23/2009	General Fund	Operating Supplies	Target- ACH	Office Supplies	13.51
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Cooking Class Supplies	43.56
0	09/23/2009	General Fund	Operating Supplies	Staples-ACH	Office Supplies	88.89
0	09/23/2009	Sanitary Sewer	Professional Services	Radio City-ACH	LMR 400, Solder	46.87
0	09/23/2009	Recreation Fund	Professional Services	NRPA-ACH	Operating Ratio Study	15.00
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Field Paint	199.68
0	09/23/2009	Recreation Fund	Training	Mn Recreation & Park-ACH	Annual Conference	1,225.00
0	09/23/2009	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Hodgman T32GRN	7.99
0	09/23/2009	General Fund	Operating Supplies	Party America-ACH	Light Stick Necklaces	107.02
0	09/23/2009	Police - DWI Enforcement	Professional Services	Best Buy- ACH	GPS Supplies	445.58
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Summer Spectacular Supplies	179.56
0	09/23/2009	Police - DWI Enforcement	Professional Services	HP Direct-ACH	Laser Jet Printer	234.60
0	09/23/2009	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	Hosting, Domain Names	107.50
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Fastenal-ACH	Trubolt	90.79
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Fastenal-ACH	Streetscape Supplies	85.50
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Rebar	6.39
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Credit	-73.81
0	09/23/2009	Storm Drainage	Operating Supplies	United Rentals-ACH	Gloves	20.35
0	09/23/2009	Recreation Fund	Operating Supplies	Home Depot- ACH	Coupling, Elbow	34.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/23/2009	General Fund	Training	Carbones Pizza-ACH	Food During Training	49.95
0	09/23/2009	General Fund	Contract Maintenance	Mister Car Wash- ACH	Vehicle Wash	21.42
0	09/23/2009	Recreation Fund	Operating Supplies	Freewheel Bike-ACH	Bike Camp Supplies	74.29
0	09/23/2009	Police - DWI Enforcement	Professional Services	Sign A Rama-ACH	Magnetic Decals	106.75
0	09/23/2009	Police Forfeiture Fund	Professional Services	Netstream Intl-ACH	DVD-ROM	51.10
0	09/23/2009	Police Forfeiture Fund	Use Tax Payable	Netstream Intl-ACH	Sales/Use Tax	-3.28
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Menards-ACH	Rebar	26.05
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Batteries, Tape	14.98
0	09/23/2009	Recreation Fund	Operating Supplies	Michaels-ACH	Program Supplies	72.52
0	09/23/2009	Recreation Fund	Operating Supplies	Michaels-ACH	Program Supplies	12.34
0	09/23/2009	Police - DWI Enforcement	Professional Services	Best Buy- ACH	Credit	-59.94
0	09/23/2009	Police - DWI Enforcement	Professional Services	Best Buy- ACH	Credit	-89.91
0	09/23/2009	General Fund	Operating Supplies	Target- ACH	Dishwasher Soap	12.18
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Program Supplies	22.42
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Softball	5.88
0	09/23/2009	Recreation Fund	Operating Supplies	Target- ACH	Program Supplies	9.50
0	09/23/2009	General Fund	Operating Supplies	Staples-ACH	Office Supplies	28.92
0	09/23/2009	General Fund	Operating Supplies	Superamerica-ACH	Water for Firefighter Rehab	7.98
0	09/23/2009	Recreation Fund	Conferences	National Recreation-ACH	Recreation Conference	658.00
0	09/23/2009	Recreation Fund	Conferences	Delta Air-ACH	Air Fare to Conference	299.21
0	09/23/2009	General Fund	Op Supplies - City Hall	Suburban Ace Hardware-ACH	Edger	48.18
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH	Electrical Conduit Elbow	1.70
0	09/23/2009	Police - DWI Enforcement	Professional Services	Buy.com- ACH	Garman Suction Cup Mount, Carry Case	198.93
0	09/23/2009	Police - DWI Enforcement	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-12.79
0	09/23/2009	Recreation Fund	Operating Supplies	Office Depot- ACH	Office Supplies	18.77
0	09/23/2009	Recreation Fund	Operating Supplies	Office Depot- ACH	Office Supplies	19.54
0	09/23/2009	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Bike Camp Supplies	36.21
0	09/23/2009	Information Technology	Contract Maintenance	Network Solutions-ACH	Metro-Inct Renewal	114.95
0	09/23/2009	Housing & Redevelopment A	Professional Services	Network Solutions-ACH	Livingsmarter.us Renewal	114.95
0	09/23/2009	Recreation Fund	Operating Supplies	Erik's Bike Shop- ACH	Bike Camp Supplies	28.87
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Fastenal-ACH	Tree Grate Bolts	112.13
0	09/23/2009	Water Fund	Operating Supplies	Menards-ACH	Water Tower Supplies, Seed	53.26
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Washers	60.45
0	09/23/2009	General Fund	Operating Supplies	Byerly's- ACH	Refreshments for Interns Last Day	9.48
0	09/23/2009	Recreation Fund	Operating Supplies	Home Depot- ACH	Duct Seal	40.71
Check Total:						9,813.64
0	09/23/2009	Recreation Fund	Operating Supplies	Hose/Conveyors Inc	Sheet Rubber	204.43
0	09/23/2009	TIF District #17-Twin Lakes	Contractor payments	WSB & Associates, Inc.	Twin Lakes AUAR Infrastructure	747,426.31
0	09/23/2009	General Fund	Operating Supplies	Carol Sletner	Meal Reimbursement	22.02
0	09/23/2009	Housing & Redevelopment A	Transportation	Jeanne Kelsey	Mileage Reimbursement	35.20
0	09/23/2009	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction	5,504.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	09/23/2009	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for Septemter	1,257.92
0	09/23/2009	Housing & Redevelopment	APrinting	George Hornik	Home & Garden Envelopes	211.86
0	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	870.07
0	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	559.52
0	09/23/2009	General Fund	Operating Supplies	Tim Pratt	Reimbursement for Recyling Containers	115.49
0	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	250.00
0	09/23/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,000.00
0	09/23/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	166.15
0	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	65.00
0	09/23/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	130.86
0	09/23/2009	Recreation Fund	Contract Maintenance	MIDWEST ASPHALT CORP	BLK DIR TN	25.00
0	09/23/2009	General Fund	Contract Maint. - City Garage	Yale Mechanical, LLC	HRV Unit Repair	358.75
0	09/23/2009	Information Technology	Operating Supplies	Electro Watchman, Inc.	Security System	128.25
0	09/23/2009	P & R Contract Maintenance	Operating Supplies	Linder's Greenhouse	Annals	75.34
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Aggregate Industries, Inc.	Concrete Sand	333.70
0	09/23/2009	Boulevard Landscaping	Operating Supplies	Aggregate Industries, Inc.	Limestone	658.72
0	09/23/2009	Recreation Fund	Contract Maintenance	Kath Fuel Oil Service, Inc.	Grease	22.01
0	09/23/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	114.44
0	09/23/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	99.27
0	09/23/2009	Recreation Fund	Professional Services	SHI International Corp	Windows Platform	1,550.76
0	09/23/2009	General Fund	Utilities	Xcel Energy	Civil Defense	68.23
0	09/23/2009	General Fund	Utilities	Xcel Energy	Fire #1	595.08
0	09/23/2009	Golf Course	Utilities	Xcel Energy	Golf	622.78
0	09/23/2009	Sanitary Sewer	Utilities	Xcel Energy	Sewer	853.11
0	09/23/2009	Recreation Fund	Utilities	Xcel Energy	Skating	10,270.13
0	09/23/2009	General Fund	Utilities	Xcel Energy	Street Light	1,528.65
0	09/23/2009	Storm Drainage	Utilities	Xcel Energy	Storm Water	118.87
0	09/23/2009	Water Fund	Utilities	Xcel Energy	Water	49.95
0	09/23/2009	General Fund	Utilities	Xcel Energy	Street Light	12,945.94
0	09/23/2009	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Quarterly Service	73.64
0	09/23/2009	General Fund	Contract Maint. - City Garage	Adam's Pest Control Inc	Quarterly Service	106.88
0	09/23/2009	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Spring	45.29
0	09/23/2009	General Fund	Operating Supplies City Garage	Grainger Inc	Mounted Ball Bearing	84.11
0	09/23/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	15.39
0	09/23/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	19.23
0	09/23/2009	Recreation Fund	Memberships & Subscriptions	DMX Music	Skating Center Music	148.99
0	09/23/2009	General Fund	Operating Supplies City Garage	Eagle Clan Enterprises, Inc	Roll Towels, Toilet Tissue	271.73
0	09/23/2009	Recreation Fund	Contract Maintenance	Green View Inc.	Ice Arena Cleaning	2,068.81
0	09/23/2009	Recreation Fund	Use Tax Payable	Green View Inc.	Sales/Use Tax	-132.69
Check Total:						790,939.37
0	09/29/2009	TIF District #17-Twin Lakes	Contractor payments	Eureka Construction	Twin Lakes AUAR-Project #: M-09-17	747,426.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						747,426.31
0	10/01/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	98.13
0	10/01/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	138.62
0	10/01/2009	General Fund	Vehicle Supplies	Napa Auto Parts	2009 Blanket PO for Vehicle Repairs	5.95
0	10/01/2009	General Fund	209001 - Use Tax Payable	Napa Auto Parts	Sales/Use Tax	-0.38
0	10/01/2009	General Fund	Vehicle Supplies	Old Dominion Brush	2009 Blanket PO for Vehicle Repairs	39.45
0	10/01/2009	Water Fund	Operating Supplies	Goodin Corp.	Plumbers Saw	18.01
0	10/01/2009	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirt	3.56
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	Patti Sullivan	Volunteer Dinner Supplies	69.72
					Reimbursement	
0	10/01/2009	Recreation Fund	Professional Services	Caitlin Bean	Dance Instruction	24.00
0	10/01/2009	Recreation Fund	Professional Services	Rebecca Fandrich	Dance Instructor	21.00
0	10/01/2009	License Center	Transportation	Dorothy Wrzos	Mileage Reimbursement	55.00
0	10/01/2009	License Center	Transportation	Dorothy Wrzos	Parking Reimbursement	5.00
0	10/01/2009	Community Development	Training	Thomas Paschke	Lunch Reimbursement	17.92
0	10/01/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	315.17
0	10/01/2009	General Fund	Transportation	William Malinen	Mileage Reimbursement	40.35
0	10/01/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	120.00
0	10/01/2009	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	360.00
0	10/01/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	73.66
0	10/01/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	281.94
0	10/01/2009	General Fund	Contract Maintenance Vehicles	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	419.26
0	10/01/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle-Credit	-489.95
0	10/01/2009	General Fund	Vehicle Supplies	Factory Motor Parts	Credit Memo	-426.13
0	10/01/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	593.81
0	10/01/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	10.13
0	10/01/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	74.92
0	10/01/2009	General Fund	Operating Supplies	City of St. Paul	Paper	196.70
0	10/01/2009	General Fund	Vehicle Supplies	Brock White Co	2009 Blanket PO for Vehicle Repairs	108.47
0	10/01/2009	General Fund	Vehicle Supplies	Brock White Co	2009 Blanket PO for Vehicle Repairs	108.47
0	10/01/2009	General Fund	Contract Maintenance Vehicles	Minnesota Spring & Suspension	2009 Blanket PO for Vehicle Repairs	736.99
0	10/01/2009	Boulevard Landscaping	Operating Supplies	Aggregate Industries, Inc.	Concrete Sand	329.06
0	10/01/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2009 Blanket PO for Vehicle Repairs	489.95
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	AmSan Brissman-Kennedy, Inc.	Antibiotic Soap	63.63
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Duct Tape, Shop Parts	60.59
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Drain Opener	5.33
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Insect Spray, Foam Brushes	10.00
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Light Bulbs	7.03
0	10/01/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	227.16
0	10/01/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	397.75
0	10/01/2009	General Fund	Vehicle Supplies	Factory Motor Parts	2009 Blanket PO for Vehicle Repairs	8.34
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Bushing	2.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	10/01/2009	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	7,221.89
0	10/01/2009	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	2,120.31
0	10/01/2009	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	4,347.83
0	10/01/2009	General Fund	Utilities	Xcel Energy	Fire Station #2	203.33
0	10/01/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	1,563.30
0	10/01/2009	P & R Contract Maintenance	Professional Services	Commercial Steam Team Inc	Carpet Cleaning-Nature Center	223.76
0	10/01/2009	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Quarterly Service	106.88
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Toro Parts	88.74
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Toro Parts	19.94
0	10/01/2009	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Joint-Ball	120.66
0	10/01/2009	General Fund	Contract Maint. - City Garage	Total Tool	Service Labor to Replace Wire	74.81
0	10/01/2009	P & R Contract Maintenance	Minor Equipment	Total Tool	Service Labor to Replace Wire	74.82
0	10/01/2009	Sanitary Sewer	Operating Supplies	Grainger Inc	Credit Memo	-34.44
0	10/01/2009	Sanitary Sewer	Operating Supplies	Grainger Inc	Pins	85.71
0	10/01/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	Toilet Tissue	92.98
0	10/01/2009	General Fund	Operating Supplies City Garage	Eagle Clan Enterprises, Inc	Roll Towels, Toilet Tissue	271.46
0	10/01/2009	General Fund	Vehicle Supplies	Twinco Romax	2009 Blanket PO for Vehicle Repairs	318.02
0	10/01/2009	Water Fund	Operating Supplies	Fastenal Company Inc.	3/4" FHN	56.64
0	10/01/2009	Water Fund	Operating Supplies	Fastenal Company Inc.	HXLG 3X8	7.03
0	10/01/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	284.62
0	10/01/2009	General Fund	Operating Supplies	Innovative Office Solutions	Office Supplies	172.13
0	10/01/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	102.64
0	10/01/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	405.34
0	10/01/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	5.74
0	10/01/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	166.52
0	10/01/2009	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	239.22
0	10/01/2009	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	261.32
0	10/01/2009	License Center	Office Supplies	Innovative Office Solutions	Office Supplies	202.07
0	10/01/2009	Water Fund	Operating Supplies	Northern Water Works Supply	Locking Lid, Repair Lid	180.05
0	10/01/2009	Water Fund	Operating Supplies	Northern Water Works Supply	CB Lid, Meter Pit	452.64
0	10/01/2009	General Fund	Vehicle Supplies	Carlson Tractor & Equip. Co.	2009 Blanket PO for Vehicle Repairs	96.39
Check Total:						24,153.80
56465	09/23/2009	Street Construction	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roselawn Ave	49,554.37
56465	09/23/2009	Storm Drainage	09-02 Roselawn/HamlineVictoria	Asphalt Surface Tech, Corp	Roslawn Storm Sewer	1,539.42
56465	09/23/2009	Street Construction	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	M.S.A. Mill & Overlays	11,425.85
56465	09/23/2009	Street Construction	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	Cily Mill & Overlays	54,042.23
56465	09/23/2009	Storm Drainage	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	M & O Storm Utility	7,956.25
56465	09/23/2009	Sanitary Sewer	09-04 Mill & Overlay	Asphalt Surface Tech, Corp	M & O Storm Utility	14,621.99
56465	09/23/2009	Sanitary Sewer	Cleveland Ave Reconstruct	Asphalt Surface Tech, Corp	Cleveland Ave Sanitary Sewer	13,498.19
56465	09/23/2009	Recreation Improvements	RSC Arena Perimeter	Asphalt Surface Tech, Corp	John Rose Oval	3,888.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						156,527.13
56466	09/23/2009	General Fund	Contract Maintenance	Atlas Business Solutions, Inc.	Annual Enhancement Plan	450.00
Check Total:						450.00
56467	09/23/2009	General Fund	Operating Supplies	Bituminous Roadways Inc	2009 Blanket PO for LVWE45030B, LVNW3500	4,211.24
Check Total:						4,211.24
56468	09/23/2009	Community Development	Building Permits	Broadband America Corp	Building Permit Refund	31.00
Check Total:						31.00
56469	09/23/2009	Water Fund	Accounts Payable	NANCY & JERRY CARROLL	Refund check	37.90
Check Total:						37.90
56470	09/23/2009	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Equipment	228.89
56470	09/23/2009	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Equipment	184.36
56470	09/23/2009	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Equipment	1,222.93
56470	09/23/2009	Information Technology	Contract Maintenance	CDW Government, Inc.	Contract Maintenance	986.76
Check Total:						2,622.94
56471	09/23/2009	Recreation Fund	Professional Services	City of Shoreview	Valley Fair Trip Fees	1,116.25
Check Total:						1,116.25
56472	09/23/2009	General Fund	Operating Supplies	EMP	Nitrile Gloves	399.02
56472	09/23/2009	General Fund	Operating Supplies	EMP	Thermometers	1,282.07
Check Total:						1,681.09
56473	09/23/2009	Sanitary Sewer	Accounts Payable	TONY ENGLUND	Refund check	9.66
Check Total:						9.66
56474	09/23/2009	Golf Course	Operating Supplies	Excel Turf and Ornamental	Replenish Organic Fertilizer	308.52

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	308.52
56475	09/23/2009	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Blackdirt & Recycle	2009 Blanket PO for Black Dirt	437.65
					Check Total:	437.65
56476	09/23/2009	General Fund	Professional Services	Thomas P. Gallagher	Arbitration Service	200.00
					Check Total:	200.00
56477	09/23/2009	General Fund	Motor Fuel	Hartland Fuels	2009 Blanket PO for Fuel	6,908.60
					Check Total:	6,908.60
56478	09/23/2009	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	401a William Malinen-Employer Portion	337.77
					Check Total:	337.77
56479	09/23/2009	Telephone	Telephone	Integra Telecom	Telephone-Acct #: 641624	69.06
					Check Total:	69.06
56480	09/23/2009	Contracted Engineering Svcs Deposits		James Steele Construction Co.	Return of Escrow	18,000.00
					Check Total:	18,000.00
56481	09/23/2009	Golf Course	Operating Supplies	Leitner Co	12 Yards 80-20	595.08
					Check Total:	595.08
56482	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	305.98
					Check Total:	305.98
56483	09/23/2009	General Fund	230000 - Deposits	Masterpiece Homes	Return of Escrow	3,000.00
					Check Total:	3,000.00
56484	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	408.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						408.18
56485	09/23/2009	P & R Contract Maintenance	Operating Supplies	Menards	Supplies	100.93
Check Total:						100.93
56486	09/23/2009	Recreation Fund	Operating Supplies	MIDC Enterprises	Solenoid, Spring	31.02
56486	09/23/2009	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	PVC Pipe	18.26
Check Total:						49.28
56487	09/23/2009	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Case #-001023511002	292.00
Check Total:						292.00
56489	09/23/2009	Water Fund	Accounts Payable	ANGELA NGO	Refund check	61.53
Check Total:						61.53
56490	09/23/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	2009 Blanket PO for Vehicle Repairs	152.09
Check Total:						152.09
56491	09/23/2009	Equipment Replacement	FunRental - Office Machines	Pitney Bowes	Postage Machine Rental	1,158.00
Check Total:						1,158.00
56492	09/23/2009	General Fund	Postage	Postmaster- Cashier Window #5	First Class Presort-Account #: 2437	185.00
Check Total:						185.00
56493	09/23/2009	Recreation Fund	Contract Maintenance	Printers Service Inc	Knife Sharpening	54.00
Check Total:						54.00
56494	09/23/2009	Telephone	Telephone	Qwest	Telephone	38.90
56494	09/23/2009	Telephone	Telephone	Qwest	Telephone	101.32
Check Total:						140.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56495	09/23/2009	Telephone	Telephone	Qwest Communications	Telephone	147.42
Check Total:						147.42
56496	09/23/2009	Community Development	Professional Services	Ramsey County Recorder	Abstract Recording Fee 2005	46.00
56496	09/23/2009	Community Development	Professional Services	Ramsey County Recorder	Abstract Recording Fee 2005	46.00
56496	09/23/2009	Community Development	Professional Services	Ramsey County Recorder	Abstract Recording Fee 2005	46.00
56496	09/23/2009	Community Development	Professional Services	Ramsey County Recorder	Abstract Recording Fee 2005	46.00
56496	09/23/2009	Community Development	Professional Services	Ramsey County Recorder	Fax Charges-Plat	5.00
Check Total:						189.00
56497	09/23/2009	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case #: CV074555	368.03
Check Total:						368.03
56498	09/23/2009	Storm Drainage	09-02 Roselawn/HamlineVictoria	Realty Executives Online Exper	Plumbing Repair Due to Watermain Work	55.00
Check Total:						55.00
56499	09/23/2009	Water Fund	Accounts Payable	DAVID SAWATKY	Refund check	35.71
Check Total:						35.71
56500	09/23/2009	G.O. Housing Revenue (2009	Professional Services	Springsted	2009 Housing Bonds Issuance Costs	14,205.52
Check Total:						14,205.52
56501	09/23/2009	General Fund	Telephone	Sprint	Cell Phones	41.78
56501	09/23/2009	General Fund	Telephone	Sprint	Cell Phones	126.48
56501	09/23/2009	Information Technology	Telephone	Sprint	Cell Phones	673.28
56501	09/23/2009	Recreation Fund	Telephone	Sprint	Cell Phones	72.40
56501	09/23/2009	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	36.20
56501	09/23/2009	General Fund	Telephone	Sprint	Cell Phones	36.20
56501	09/23/2009	Community Development	Telephone	Sprint	Cell Phones	36.60
56501	09/23/2009	General Fund	Contract Maintenance	Sprint	Cell Phones	279.93
Check Total:						1,302.87
56502	09/23/2009	G.O. Bond Issue # 25 (1999)	Professional Services	Standard & Poor's	Credit Rating Review-2009 Bonds	4,600.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						4,600.00
56503	09/23/2009	General Fund	Operating Supplies	Staples Business Advantage	Toner	567.95
56503	09/23/2009	General Fund	Operating Supplies	Staples Business Advantage	Toner	172.37
Check Total:						740.32
56504	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	325.70
Check Total:						325.70
56505	09/23/2009	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	166.75
56505	09/23/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
Check Total:						171.54
56506	09/23/2009	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2009 Blanket PO for Vehicle Repairs	171.00
56506	09/23/2009	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2009 Blanket PO for Vehicle Repairs	736.52
56506	09/23/2009	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2009 Blanket PO for Vehicle Repairs	262.83
Check Total:						1,170.35
56507	09/23/2009	General Fund	Vehicle Supplies	Toll Gas & Welding Supply	Industrial Cyls	20.07
Check Total:						20.07
56508	09/23/2009	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	155.90
Check Total:						155.90
56509	09/23/2009	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	4,552.88
56509	09/23/2009	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	1,189.52
Check Total:						5,742.40
56510	09/23/2009	Recreation Fund	Operating Supplies	Viking Electric Supply, Inc.	WRI 6865	24.71
Check Total:						24.71
56511	09/23/2009	Golf Course	Operating Supplies	White Bear Glass, Inc.	Replace Broken Glass	260.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	260.00
56512	09/23/2009	Information Technology	Telephone	XO Communications Inc.	Telephone	5,128.64
					Check Total:	5,128.64
56513	09/23/2009	Contracted Engineering Svcs	Deposits	Zawadski Homes	Return of Escrow	3,000.00
					Check Total:	3,000.00
56514	10/01/2009	Equipment Replacement	FunRental - Copier Machines	Banc of America Leasing	Copier Lease Charges	2,885.16
					Check Total:	2,885.16
56515	10/01/2009	General Fund	Vehicle Supplies	Bauer Built, Inc.	Credit Memo	-40.00
56515	10/01/2009	General Fund	Vehicle Supplies	Bauer Built, Inc.	Firehawk GT Pursuit	406.13
					Check Total:	366.13
56516	10/01/2009	Recreation Donations	Operating Supplies	Jack Brodt	Name Plates Reimbursement	64.28
					Check Total:	64.28
56517	10/01/2009	Recreation Improvements	Soccer Goals	BSN Sports Inc.	Soccer Goal	780.19
56517	10/01/2009	Recreation Improvements	Use Tax Payable	BSN Sports Inc.	Sales/Use Tax	-50.19
					Check Total:	730.00
56518	10/01/2009	Golf Course	Merchandise For Sale	Callaway Golf	Golf Items for Resale	76.00
					Check Total:	76.00
56519	10/01/2009	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages For Resale	108.35
					Check Total:	108.35
56520	10/01/2009	P & R Contract Maintenance	Contract Maint. Vehicles	Central Power Distributors Inc	Zero Turn-Arboretum	294.25
					Check Total:	294.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56521	10/01/2009	Golf Course	Contract Maintenance	Century Fence, Co	Fence Repair	840.00
Check Total:						840.00
56522	10/01/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	35.56
56522	10/01/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
56522	10/01/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.66
56522	10/01/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
56522	10/01/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.64
56522	10/01/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.68
56522	10/01/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.66
56522	10/01/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
56522	10/01/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.66
56522	10/01/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						195.50
56523	10/01/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	136.00
56523	10/01/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	230.10
56523	10/01/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	331.50
56523	10/01/2009	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Credit	-279.20
Check Total:						418.40
56524	10/01/2009	General Fund	Operating Supplies	Coffee Mill, Inc.	Coffee Supplies	368.00
Check Total:						368.00
56525	10/01/2009	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Chlorine	115.38
56525	10/01/2009	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Chlorine	4.85
Check Total:						120.23
56526	10/01/2009	Sanitary Sewer	Accounts Payable	VICTOR DEC	Refund check	20.44
56526	10/01/2009	Water Fund	Accounts Payable	VICTOR DEC	Refund check	57.73
Check Total:						78.17
56527	10/01/2009	General Fund	Operating Supplies	Ecolab Inc	Cleaning Supplies	499.26
Check Total:						499.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56528	10/01/2009	License Center	Postage	Fed Ex	Postage	163.01
					Check Total:	163.01
56529	10/01/2009	Water Fund	Hydrant Meter Deposits	FM Frattalone	Hydrant Meter Refund	1,100.00
56529	10/01/2009	Water Fund	Miscellaneous Revenue	FM Frattalone	Lett Meter Rental	-40.00
					Check Total:	1,060.00
56530	10/01/2009	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Pipe Wrench	132.76
					Check Total:	132.76
56531	10/01/2009	Recreation Fund	Building Rental	Vickie Giller	Damage Deposit Refund	400.00
					Check Total:	400.00
56532	10/01/2009	Golf Course	Fee Program Revenue	GolfTec	Clinic Instructor	250.00
					Check Total:	250.00
56533	10/01/2009	Storm Drainage	Vehicles / Equipment	Goodmanson Construction	Concrete storage bin @ Roseville Compost	9,325.00
					Check Total:	9,325.00
56534	10/01/2009	Recreation Fund	Building Rental	Jennifer Graves	Damage Deposit Refund	400.00
					Check Total:	400.00
56535	10/01/2009	Water Fund	Accounts Payable	GREATER METROPOLITAN HOUSI	Refund check	9.36
					Check Total:	9.36
56536	10/01/2009	Water Fund	Accounts Payable	JONATHON & JAMIE HANSBERGE	Refund check	28.38
					Check Total:	28.38
56537	10/01/2009	Water Fund	Accounts Payable	DEBORAH HANSEN	Refund check	23.43

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	23.43
56538	10/01/2009	Recreation Fund	Figure Skate School	Dale Howey	Skating School Refund	104.00
					Check Total:	104.00
56539	10/01/2009	Building Improvements	MN Grant Skating Center	Infrared Consulting Services,	Performance Survey-Skating Center Entry	800.00
					Check Total:	800.00
56540	10/01/2009	Water Fund	Professional Services	Instrumental Research, Inc.	Coliform Bacteria Test	360.00
					Check Total:	360.00
56541	10/01/2009	Recreation Improvements	Plexiglass Replacement	JR Johnson Supply, Inc.	Glyphosate	92.71
56541	10/01/2009	P & R Contract Maintenance	Operating Supplies	JR Johnson Supply, Inc.	Backpack Sprayers, Plant Markers	162.82
56541	10/01/2009	P & R Contract Maintenance	Use Tax Payable	JR Johnson Supply, Inc.	Sales/Use Tax	-10.47
					Check Total:	245.06
56542	10/01/2009	General Fund	Vehicle Supplies	Kath Auto Parts	Automotive V-Belt	12.90
					Check Total:	12.90
56543	10/01/2009	Recreation Fund	Professional Services	Casey Kohs	Assistant Dance Instructor	21.00
					Check Total:	21.00
56544	10/01/2009	Water Fund	Accounts Payable	CASSANDRA KRAMBEER	Refund check	29.54
					Check Total:	29.54
56545	10/01/2009	General Fund	Contract Maint. - City Garage	Life Safety Systems	Annual Fire Alarm System Inspection	390.09
					Check Total:	390.09
56546	10/01/2009	Sanitary Sewer	Postage	Lone Oak Companies, Inc.	Utility Billing Section #003 & 333	400.66
56546	10/01/2009	Water Fund	Postage	Lone Oak Companies, Inc.	Utility Billing Section #003 & 333	400.66
56546	10/01/2009	Storm Drainage	Postage	Lone Oak Companies, Inc.	Utility Billing Section #003 & 333	400.66

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	1,201.98
56547	10/01/2009	General Fund	Contract Maintenance	LPD Electric, Inc.	Solar Pedestrian Flasher Repair	525.00
					Check Total:	525.00
56548	10/01/2009	Recreation Fund	Building Rental	Jeff Lutz	Damage Deposit Refund	200.00
					Check Total:	200.00
56549	10/01/2009	P & R Contract Maintenance	Operating Supplies	M/A Associates	Can Liners	642.43
					Check Total:	642.43
56550	10/01/2009	Recreation Fund	Professional Services	Mari Marks	Assistant Dance Instructor	35.00
					Check Total:	35.00
56551	10/01/2009	Water Fund	Accounts Payable	BRADY MARTIN	Refund check	29.30
					Check Total:	29.30
56552	10/01/2009	General Fund	211400 - Medical Ins Employee	Medica	Health Insurance Premium for Sept 2009	-4,134.86
56552	10/01/2009	General Fund	211400 - Medical Ins Employee	Medica	Health Insurance Premium for Sept 2009	72,075.09
56552	10/01/2009	General Fund	211400 - Medical Ins Employee	Medica	Health Insurance Premium for Sept 2009	7,378.22
56552	10/01/2009	General Fund	211400 - Medical Ins Employee	Medica	Health Insurance Premium for Sept 2009	15,034.64
					Check Total:	90,353.09
56553	10/01/2009	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Toro Service Kit	142.93
					Check Total:	142.93
56554	10/01/2009	General Fund	Vehicle Supplies	Midstates Equipment & Supply	Cartridge, Cylinder	514.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						514.25
56555	10/01/2009	Recreation Fund	Professional Services	Megan Miner	Assistant Dance Instructor	24.00
Check Total:						24.00
56556	10/01/2009	Street Construction	09-02 Roselawn/HamlineVictoria	MN Dept of Transportation	Concrete Plant Inspections	373.97
Check Total:						373.97
56557	10/01/2009	P & R Contract Maintenance	Operating Supplies	Mogren Landscape Supply	Landscaping Supplies	134.51
Check Total:						134.51
56558	10/01/2009	Community Development	Heating Permits	Mark Motzel	Mechanical Permit Refund	55.00
Check Total:						55.00
56559	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	Mr. Handyman	Repairs at 3065 Sandy Hook Dr	209.00
Check Total:						209.00
56560	10/01/2009	Golf Course	Rental	Nardini Fire Equipment Co, Inc	Inspection, Bulb	118.03
Check Total:						118.03
56561	10/01/2009	General Fund	Conferences	Eileen Nutzmann	Mileage Reimbursement	153.57
Check Total:						153.57
56562	10/01/2009	P & R Contract Maintenance	Operating Supplies	On Site Sanitation, Inc.	Regular Service	40.61
Check Total:						40.61
56563	10/01/2009	Water Fund	Accounts Payable	CAMERINO PAYAN-RIOS	Refund check	53.93
Check Total:						53.93
56564	10/01/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	2009 Blanket PO for Vehicle Repairs	22.02

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						22.02
56565	10/01/2009	Golf Course	Operating Supplies	Precision Turf & Chemical, Inc	Proscape, Grass Seed	2,467.64
Check Total:						2,467.64
56566	10/01/2009	General Fund	211402 - Flex Spending Health	Premier Bank	HSA	939.50
56566	10/01/2009	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,166.15
Check Total:						4,105.65
56567	10/01/2009	Water Fund	Rental	Quality Restoration Services,	Signs, Cones	94.78
Check Total:						94.78
56568	10/01/2009	Water Fund	Contractor's Payments	Reed Business Information	Construction Bulletin Legal Ads	157.44
56568	10/01/2009	Storm Drainage	Rosewood Neighborhood Drainage	Reed Business Information	Construction Bulletin Legal Ads	300.12
56568	10/01/2009	Water Fund	Contractor's Payments	Reed Business Information	Construction Bulletin Legal Ads	159.90
56568	10/01/2009	Storm Drainage	Rosewood Neighborhood Drainage	Reed Business Information	Construction Bulletin Legal Ads	300.12
Check Total:						917.58
56569	10/01/2009	Recreation Fund	Professional Services	Melissa Schuler	Assistant Dance Instructor	21.00
Check Total:						21.00
56570	10/01/2009	Solid Waste Recycle	Furniture & Fixtures	Shirtz Unlimited	Screen Printing	660.00
Check Total:						660.00
56571	10/01/2009	Recreation Improvements	Playground Improvements	SKB Environmental	Langton Lake Playground Disposal	121.80
Check Total:						121.80
56572	10/01/2009	TIF District #17-Twin Lakes	Professional Services	Springsted	Financial Planning Assistance	15,204.99
Check Total:						15,204.99
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	121.76
56573	10/01/2009	Storm Drainage	Telephone	Sprint	Cell Phones	178.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	11.78
56573	10/01/2009	Sanitary Sewer	Telephone	Sprint	Cell Phones	234.65
56573	10/01/2009	Recreation Fund	Telephone	Sprint	Cell Phones	94.90
56573	10/01/2009	Recreation Fund	Telephone	Sprint	Cell Phones	29.56
56573	10/01/2009	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	107.45
56573	10/01/2009	Golf Course	Telephone	Sprint	Cell Phones	27.85
56573	10/01/2009	Community Development	Telephone	Sprint	Cell Phones	92.17
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	23.56
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	11.80
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	47.56
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	382.71
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	307.84
56573	10/01/2009	General Fund	Telephone	Sprint	Cell Phones	891.56
Check Total:						2,563.61
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	110.74
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	183.06
56574	10/01/2009	Information Technology	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	181.49
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	58.45
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	75.37
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	98.23
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	1,307.89
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	183.67
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	268.02
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	200.36
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	49.04
56574	10/01/2009	Telecommunications	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	29.87
56574	10/01/2009	Solid Waste Recycle	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	29.87
56574	10/01/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	187.29
56574	10/01/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	26.99
56574	10/01/2009	P & R Contract Maintenance	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	185.88
56574	10/01/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	141.25
56574	10/01/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	58.90
56574	10/01/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	165.33
56574	10/01/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	66.25
56574	10/01/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	57.55
56574	10/01/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	43.09
56574	10/01/2009	License Center	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	258.09
56574	10/01/2009	Sanitary Sewer	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	97.50
56574	10/01/2009	Water Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	112.97
56574	10/01/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	31.60
56574	10/01/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	28.08
56574	10/01/2009	Storm Drainage	Employer Insurance	Standard Insurance Company	Life Insurance Premium-Sep 2009	59.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56574	10/01/2009	General Fund	210500 - Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Sep 2009	1,885.15
Check Total:						6,181.06
56575	10/01/2009	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	161.00
56575	10/01/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
Check Total:						165.79
56576	10/01/2009	Golf Course	Operating Supplies	Suburban Ace Hardware	Seal	15.15
56576	10/01/2009	Golf Course	Operating Supplies	Suburban Ace Hardware	Caulk	7.88
Check Total:						23.03
56577	10/01/2009	Water Fund	Hydrant Meter Deposits	Summit Concrete	Hydrant Meter Depost	1,100.00
56577	10/01/2009	Water Fund	Water - Roseville	Summit Concrete	Less Water Charges	-45.10
56577	10/01/2009	Water Fund	State Sales Tax Payable	Summit Concrete	Less Tax	-2.93
56577	10/01/2009	Water Fund	Miscellaneous Revenue	Summit Concrete	Less Meter Rental	-40.00
56577	10/01/2009	Water Fund	Miscellaneous Revenue	Summit Concrete	Hydrant Wrench Rental	-40.00
Check Total:						971.97
56578	10/01/2009	Pathway Maintenance Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Driveway Asphalt	241.68
Check Total:						241.68
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 411 W Hwy 36	48.09
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2558 Fairview	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2558 Fairview	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2071 Fry St	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 1624 Ridgewood	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2410 Brenner	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2663 N Marion	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2998 N Victoria	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 3111 Mildred	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 3111 Mildred	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 310 Elmer	69.46
56579	10/01/2009	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Maintenance 2815 N Rice	69.46
56579	10/01/2009	Community Development	Professional Services	TMR Quality Lawn Service		
Check Total:						812.15
56580	10/01/2009	Sanitary Sewer	Operating Supplies	United Rentals Northwest, Inc.	Measuring Tape	25.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
56580	10/01/2009	Sanitary Sewer	Rental	United Rentals Northwest, Inc.	Air Chipping Gun	47.02
56580	10/01/2009	Sanitary Sewer	Operating Supplies	United Rentals Northwest, Inc.	Safety Glasses	84.27
Check Total:						157.20
56581	10/01/2009	Water Fund	Hydrant Meter Deposits	Veit & Company, Inc.	Hydrant Meter Refund	1,100.00
56581	10/01/2009	Water Fund	Water - Roseville	Veit & Company, Inc.	Less Water Charges	-68.20
56581	10/01/2009	Water Fund	State Sales Tax Payable	Veit & Company, Inc.	Less Tax	-4.43
56581	10/01/2009	Water Fund	Miscellaneous Revenue	Veit & Company, Inc.	Less Meter Rental	-40.00
Check Total:						987.37
56582	10/01/2009	Water Fund	Operating Supplies	Viking Electric Supply, Inc.	Electrical Supplies	14.51
56582	10/01/2009	Water Fund	Operating Supplies	Viking Electric Supply, Inc.	Electrical Supplies	130.99
56582	10/01/2009	Water Fund	Operating Supplies	Viking Electric Supply, Inc.	Electrical Supplies	18.96
56582	10/01/2009	General Fund	Op Supplies - City Hall	Viking Electric Supply, Inc.	Electrical Supplies	94.14
56582	10/01/2009	General Fund	Operating Supplies City Garage	Viking Electric Supply, Inc.	Electrical Supplies	47.07
56582	10/01/2009	General Fund	Op Supplies - City Hall	Viking Electric Supply, Inc.	Electrical Supplies	239.96
Check Total:						545.63
56583	10/01/2009	Water Fund	Professional Services	Water Conservation Service, In	Locate Water Leak	217.40
Check Total:						217.40
Report Total:						1,961,514.61

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10-12-09
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 License

Deborah Bunde
At Red Clover Clinic
2233 N. Hamline Avenue
Roseville, MN 55113

Cigarette/Tobacco Products License

NAD, Inc. dba Adam's Food & Fuel
2815 Rice Street
Roseville, MN 55113

Network Liquors, LLC

2727 Lexington Avenue N
Roseville, MN 55113

Gasoline Station License

NAD, Inc. dba Adam's Food & Fuel
2815 Rice Street
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 X Renewal

For License year ending June 30

1. Legal Name Deborah Bunde
2. Home Address
3. Home Telephone
4. Date of Birth
5. Drivers License Number
6. Email Address
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes No X If yes, list each name along with dates and places where used.

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

2233 N. Hamline Ave, Roseville, Mn. 55113
Redclover Clinic

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

Cigarette/Tobacco Products License Application

Business Name NAD, INC
Business Address 2815 Rice St. Roseville MN 55113
Business Phone 651-774-6212
Email Address _____

Person to Contact in Regard to Business License:

Name Adam Khattib
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2009, and ending June 30, 2010, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

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 Statute #176.182.

Signature _____
Date 9/2/09

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

Adam's Food of Fuel.
1390 E 3rd St.
ST PAUL, MN 55106



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

Cigarette/Tobacco Products License Application

Business Name

Network Liquors LLC

Business Address

2727 Lexington

Business Phone

(612) 760-4568

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 1²⁰⁰⁹, and ending June 30, 2010, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

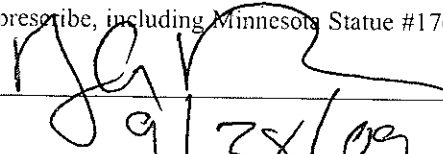
Cigarette/Tobacco Products

\$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


9/28/09

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 NAD, inc
Business Address 2815 Rice ST. Roseville MN 55113
Business Phone 651-774-6212
Email Address _____

Person to Contact in Regard to Business License:

Name Adam Khatib
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2009, and ending June 30, 2010, 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 [Signature]
Date 9/2/09

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.

Adam's Food & Fuel
1390 E 3rd ST.
ST PAUL, MN 55106

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10/12/09
Item No.: 7.c

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

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:

Streets	Cargill Inc.	100 tons treated road salt (state contract)	\$ 7,853.31
Streets	Morton Salt	Road salt ice control (state contract)	31,934.00
Streets	Plaisted Co.	Safety Grit ice control material	7,000.00
Streets	Deery American Corp	Crackseal material	4,504.95
Utilities	No. Central Truck	Snowplow	5,413.40
Utilities	Towmaster	Dump body	9,834.21
Parks	Upper Cut Tree Service	Diseased and hazardous tree removal	7,500.00

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: 10/12/09
Item No.: 7.d

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Approve a One Day Gambling Permit for Ramsey County Bar Association
Foundation for November 14 at the Midland Hills Country Club

BACKGROUND

Ramsey County Bar Foundation has applied for an Off-Site Gambling Activity License to conduct lawful gambling activities on November 14, 2009 at the Midland Hills Country Club located at 2001 Fulham Street.

The Minnesota Charitable Gambling Regulations allow any nonprofit organization, which conducts lawful gambling for less than five (5) days per year, and total prizes do not exceed \$50,000.00 in value, to be exempt from the licensing requirements if the city approves.

COUNCIL ACTION REQUESTED

Motion approving Ramsey County Bar Foundation's request to conduct Off-Site gambling on November 14, 2009 at the Midland Hills Country Club located at 2001 Fulham Street.

Minnesota Lawful Gambling

Page 1 of 2 7/09

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATIONCheck # 1652 \$ 50.00

Organization name

Ramsey County Bar Foundation

Previous gambling permit number

5357

Type of nonprofit organization. Check one.

- ☐ Fraternal ☐ Religious ☐ Veterans ☒ Other nonprofit organization

Mailing address

332 Minnesota Street, Suite E1401

City

St. Paul

State

MN

Zip Code

55101

County

Ramsey

Name of chief executive officer (CEO)

Cheryl Dalby

Daytime phone number

651-222-0846

Email address

cheryl@ramseybar.org**Attach a copy of ONE of the following for proof of nonprofit status. Check one.**

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

- ☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803
- ☒ **IRS income tax exemption [501(c)] letter in your organization's name.**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.
- ☐ **IRS - proof previously submitted to Gambling Control Board**
If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

Midland Hills Country Club

Address (do not use PO box)

2001 Fulham Street

City

Roseville

Zip Code

55113

County

Ramsey

Date(s) of activity (for raffles, indicate the date of the drawing)

11-14-09

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

- ☐ Bingo* ☒ Raffles ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*

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

Also complete
Page 2 of this form.

Print Form

Reset Form

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 10-12-09
Item No.: 7.e

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description:

Set a Public Hearing for Noodles & Company for On-Sale Wine and 3.2% Liquor License

Background

The Noodle Shop Co.-Colorado, Inc. dba Noodles & Company has applied for an On-Sale 3.2 % Beer and Wine License at 1655 County Rd B2. The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Noodles & Company 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 3.2% Beer and Wine License for Noodles & Company to be held on October 26, 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: _____ To: 2010

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 3.2% On sale Wine 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ 100.00 3.2% Off Sale fee: \$ _____

Licensee Name: The Noodle Shop, Co. - Colorado, Inc. DOB _____ Social Security # _____
 (corporation, partnership, LLC, or Individual)

Business Trade Name NOODLES & COMPANY Business Address 1655 County Road 32 City Roseville

Zip Code 55113 County Ramsey Business Phone 720 214 1900 Home Phone _____

Home Address _____ Licensee's MN Tax ID # _____
 (To Apply call 651-296-6181)

Licensee's Federal Tax ID # _____
 (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
<u>NONE</u>			
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: Zurich Insurance 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: 10-12-09
Item No.: 7.f

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: DAD, Inc. dba Adam's Food & Fuel application for Off-Sale 3.2% Liquor License.

Background

The NAD, Inc. dba Adam's Food & Fuel has applied for an Off-Sale 3.2 % License at 2815 Rice St. The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Adam's Food & Fuel 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 Off-Sale 3.2% Liquor License for NAD, Inc. dba Adam's Food & Fuel to be held on October 26, 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: Jan, 2009 To: Dec, 30 2010

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 _____ 3.2% On sale _____ 3.2% Off Sale
 Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ 30

Licensee Name: NAD, INC DOB _____ al Security # _____
 (corporation, partnership, LLC, or Individual)

Business Trade Name NAD, INC Business Address 2815 Rice St City Roseville

Zip Code 55113 County Ramsey Business Phone 651-774-6412 Home Phone _____

Home Address: _____ 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: United Fire group Policy # 60324270

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: 10/12/2009

ITEM NO: 7.g

Department Approval:



City Manager Approval:



Item Description: **Approval of an electronic message board for the Roseville Oval freestanding monument sign adjacent to County Road C.**

1.0 REVIEW OF REQUEST

1.1 On September 30, 2009, the Roseville Planning Division received the Sign Permit application from Spectrum Sign Systems on behalf of the Roseville Park and Recreation Department to replace the existing reader board with an electronic reader board.

1.2 Section 1010.03A3 (Governmental Signs) states: *Except for traffic related signage, all permanent city, school, or other governmental unit signage, including flags, must be approved by the City Council.*

1.3 Regarding electronic reader boards, Section 1010.02A13 (Flashing Signs) states: *A sign which artificial light is not maintained stationary or constant in intensity, form or color at all times including but not limited to video signs, electronic message boards, animated signs, electronic display screens, and scrolling signs. Flashing signs shall not include signs where artificial light changes in intensity, form, or color three times or less in a 24-hour period.*

1.4 In review of the submitted Sign Permit, the Planning Division has reviewed the Sign Regulations section of the City Code and reviewed the item with the City Attorney, concluding that the electronic message board is permitted and required the approval of the City Council.

2.0 SUGGESTED CITY COUNCIL ACTION

BY MOTION, APPROVE the requested sign replacement for the Roseville Oval freestanding monument sign, 2661 County Road C, to be fabricated and installed by Spectrum Sign Systems.

Prepared by: City Planner Thomas Paschke (651-792-7074)

Attachments: A: Sign Permit Application

2009



COMMUNITY DEVELOPMENT DEPARTMENT • PHONE: 651-792-7080 • FAX: 651-792-7070

2660 CIVIC CENTER DR. • ROSEVILLE, MN 55113

SIGN PERMIT APPLICATION

PERMIT NUMBER: _____

WORK PROPOSED:		☒ Permanent	☐ Temporary (Dates: _____)
PROPERTY TYPE:		☐ Commercial	☐ Residential
APPLICATION DATE: <u>9-25-2009</u>			
SITE:	Address: <u>2661 Civic Center Drive</u>		
APPLICANT:	Name: <u>Spectrum Sign Systems</u>	Phone: <u>651-429-6100</u>	
Address: <u>2025 Gateway Circle Suite 2, Centerville, MN 55038</u>			
OWNER:	Name: <u>City of Roseville</u>	Phone: <u>651-792-7121</u>	
Address: <u>2661 Civic Center Drive, Roseville, MN 55113</u>			
CONTRACTOR:	Name: <u>SAME AS APPLICANT</u>	Phone: _____	
Address: _____		License Number: _____	
VALUATION (labor & materials): \$ _____			
WORK DESCRIPTION: <u>Remove existing readerboard & install new Daktronics message centers. See Enclosed</u>			
SIGN INFORMATION:			
SIGN DETAILS:	☒ Free Standing		☒ Illuminated
	☐ Wall		☐ Non-Illuminated
SIZE OF SIGN:	Width: <u>15' 11"</u>	Height Above Grade: _____	
	Height: <u>4' 3"</u>	% of Wall Area: _____	
FREE STANDING SIGN INFORMATION:			
Sign Location: <u>Existing Structure</u>			
Setbacks	Front: _____		Side: _____
	Other: _____		
Acknowledgement and Signature:			
The undersigned hereby makes application to the City of Roseville to perform the work as herein described. The undersigned further states, under penalty of law, that the work will be performed in accordance with the Minnesota State Building Code, this application, and any approved plans and/or specifications.			
Print Name: <u>Mary L. Ferraro</u>		Signature: <u>Mary L. Ferraro</u>	
☒ Contractor ☐ Owner ☐ Other: _____		Phone: <u>651-429-6100</u> Date: <u>9-25-2009</u>	
Property Manager Signature: _____		E-Mail Address: <u>mary@spectrum-signs.com</u>	
OFFICE USE ONLY:			
Fees:			
Permit	\$ _____	Contractor's License	\$ _____
		Other:	\$ _____
Approvals:		Total Fees: \$ _____	
Plan Reviewer _____	Planning _____	Receipt #: _____	
Engineering _____		Receipt Date: _____	

Need City License

15'-11"

4'-3"

REGISTER NOW FOR SUMMER
HIGH SCHOOL AND
COLLEGE LEAGUES -FOR INFO
CALL 612-308-6620



LED Message Center:
LED Size: 4'-3" x 15'-11"
Four Lines of 9" Characters
25 Characters Per Line
Red LEDs

Install New D/F LED Message Display on
Existing Sign Base / Structure Remove
Manual Readerboard



2025 Gateway Circle, Suite 2
Centerville, MN 55038
651.429.6100
651.429.6190
www.spectrum-signs.com

PROJECT

City of
Roseville
LED Sign

Client Information

Roseville Civic Center
Attn: Brad Tullberg,
2661 Civic Center Drive
Roseville, MN 55113
Phone 651-792-7121
Fax 651-792-7120

Jobsite

Date
9-23-09

This drawing is the exclusive property of Spectrum Sign Systems, Inc. It is not to be produced or duplicated without the written consent of Spectrum Sign Systems, Inc. Distribution of this drawing for the purpose of constructing the sign by anyone other than Spectrum Sign Systems, Inc., is strictly prohibited. If such an event occurs Spectrum Sign Systems will be reimbursed \$1,000.00 per occurrence.

Customer Approval

Date



Parks and Recreation Department



To: Mayor, City Council and City Manager William Malinen
From: Lonnie Brokke, Director of Parks and Recreation
Date: October 12, 2009
Re: Emerald Ash Borer (EAB)

In May 2009, Emerald Ash Borer (EAB) was discovered in Minnesota. Currently there have not been any confirmed cases in Roseville, but there have been cases in St. Anthony Park, a neighborhood of St. Paul. Staff is continuing to work with and gather information and recommendations from State Departments and other agencies. All indications are that we will be faced with this potential devastation sometime in the near future. Now is the time for awareness and planning. At this point, it is important that Roseville develop a strategy to minimize the EAB impact as well as improve our current urban forest. Currently, concentrated efforts are on the following areas:

1) Tree inventory update as resources allow

- Knowledgeable volunteers are physically canvassing the City utilizing two notebook computers
- The inventory will focus on all public trees (primarily street trees) as well as the associated costs for removal and replacement (it is anticipated that approximately 25% of the trees in Roseville are Ash variety)
- The inventory is anticipated to be completed by mid to late summer 2010

2) Improving detection skills

- Emerald Ash Borer is very difficult and almost impossible to detect, staff is becoming more familiar with the pest and learning proper detection techniques

3) Communication of Quarantine

- Currently there is a quarantine in effect for three counties in Minnesota, i.e. Hennepin, Houston, Ramsey Counties. This quarantine restricts the transportation of wood from deciduous trees in and out of the affected counties.

- All tree contractors are now required to sign a compliance agreement indicating that they will follow all quarantine regulations outlined by the State

4) Educating the public

- Materials are being distributed through a number of venues including, fliers at city facilities, city web site, city newsletter, etc.

5) Continue discussion of funding needs, enforcement and mechanisms

- As sections of the inventory are completed, it will become clearer what the magnitude of devastation will be for Roseville
- As future budget discussion continue, it is important to factor in this inevitable situation
- The ordinance should be updated as appropriate to reflect approach and responsibility of this and future forest pests of maintaining a healthy urban forest

6) Continue to work with and receive direction from the Minnesota Department of Agriculture (MDA) and Minnesota Department of Natural Resources (DNR)

- The City of Roseville is cooperating with the MDA and DNR in their efforts to monitor the Emerald Ash Borer (EAB)
- The MDA has placed purple panel traps on boulevard and park ash trees within the four mile radius of the known EAB infestation in St. Paul. The traps are used to monitor the movement of the EAB. Traps are suspended in the tree canopy. The traps are purple, approximately three feet tall and one foot wide and covered with a sticky substance. The EAB will adhere to the trap if it is present in or near an infested ash tree. A sign from the MDA is posted on the tree if it is being used as a survey tree
- Staff is working very closely with the State Departments who is working closing with other states that have experienced the EAB disease. There are continually update meetings and educational sessions and panels that staff are participating in and attempting to take advantage of as time allows in order to maintain updated information and approaches

7) Continue to research/survey other approaches from MN and Nationally

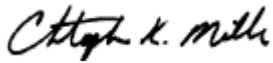
We will plan to bring additional updates to you as they are available. Thank you and please let me know if you have any questions.

REQUEST FOR COUNCIL ACTION

Date: 10/12/09
Item No.: 11.a

Department Approval

City Manager Approval



Item Description: Public Hearing to Consider an Off Sale Liquor License for MGM Liquors

BACKGROUND

MGM Liquors has applied for an Off-Sale and Intoxicating liquor license at 1149 Larpenteur Avenue. The City Attorney will make a final review of the application prior to the issuance of the license to ensure that it is in order. A representative from MGM Liquors has been invited to attend the hearing to answer any questions the Council may have.

The City currently has 9 Off-Sale liquor Intoxicating licenses issued. Per current City Code, a maximum of 10 Off-Sale Intoxicating liquor licenses are allowed. If granted, this will be the 10th and final license.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

It has been the City's past practice to issue liquor licenses on a first-come, first-serve basis. The applicant has met all of the licensing requirements. As such, City Staff will be recommending approval at the public hearing.

REQUESTED COUNCIL ACTION

Open the public hearing to solicit public comments, and approve an Off-Sale Intoxicating liquor license for MGM Liquors.

Prepared by: Chris Miller, Finance Director
Attachments: A: MGM's Off-Sale Liquor License.



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 State Fund Mutual Policy # _____

Licensee's MN Sales and Use Tax ID # _____

To apply for a MN sales and use tax ID #, call (651) 296-6181

Licensee's Federal Tax ID # _____

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

Licensee Name (Individual, <u>Corporation</u> , Partnership, LLC) <u>MGM Wine + Spirits, Inc.</u>	Social Security #	Trade Name or DBA <u>MGM Wine + Spirits</u>
License Location (Street Address & Block No.) <u>1149 Larpenteur Ave. W.</u>	License Period From <u>11-1-09</u> To <u>6-30-2010</u>	Applicant's Home Phone # ..
City <u>Roseville</u>	County <u>Ramsey</u>	State <u>MN</u>
Name of Store Manager <u>TBD</u>	Business Phone Number <u>No phone # yet</u>	Zip Code <u>55113</u>

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

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address
.....					
Partner Officer (First, middle, last) <u>h</u>		SS#	Title	Shares	Address
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 _____ of 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. _____
- 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: Centro Bradley SPE 5 LLC
98 W. 66th St. #204 Richfield, MN 55423
Has owner of building any connection, directly or indirectly, with applicant? ☐ Yes ☒ No
- Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued? ☐ Yes ☒ No If yes, in what capacity? _____
- State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. No
- Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?
☒ Yes ☐ No If yes, give name and address of establishment. See attached

Date: 10/12/09

Item: 12.a

MGM Liquor License

See 11.a

REQUEST FOR COUNCIL ACTION

DATE: 10/12/2009

ITEM NO: 12.b

Department Approval:



City Manager Approval:



Item Description: **Final Adoption of the 2030 Comprehensive Plan (PROJ-0004)**

BACKGROUND

The 2030 Comprehensive Plan is the culmination of two years of planning and public process. The following details the activities that have taken place during this time.

- Between October 2007 and September 2008, the Comprehensive Plan Update Steering Committee met fourteen times to help craft the City's 2030 Comprehensive Plan.
- The City sponsored two open houses to allow the general public to review and comment on elements of the Comprehensive Plan.
- On October 1, 2008, the Planning Commission held a public hearing to take public comment on the draft Plan.
- On October 13, 2008, the City Council released the draft document for review by affected jurisdictions and received comments from all the affected jurisdictions prior to the end of the statutorily allowed six-month review period.
- On January 7, 2009, in accordance with Roseville City Code 201.07, the Planning Commission held a public hearing to take comment from interested parties and adopted a resolution recommending that the City Council adopt the Comprehensive Plan.
- On January 26, 2009, the City Council granted preliminary approval of the 2030 Comprehensive Plan.
- On March 4, 2009, staff submitted the preliminarily approved Plan to the Metropolitan Council for its statutorily required review of the document.
- On March 25, 2009, the Metropolitan Council determined that the Plan was not complete and requested some additional technical information. See Attachment B to review this letter.
- Staff and project consultants made the required and advisory revisions requested by the Metropolitan Council. The required revisions pertained to Chapter 5: Transportation and Chapter 8: Environmental Protection, and Chapter 10: Utilities and all of the advisory comments pertained to Chapter 5.

38 Chapter 5 Additions/Revisions

- 39 ➤ Added required references to and FAA notification requirements
- 40 ➤ Added that the Roseville is within the Metropolitan Transit Taxing Jurisdiction
- 41 and that it is within Market Areas II and III.
- 42 ➤ Corrected that the RTB is part of the Metropolitan Council, not Metro Transit
- 43 ➤ Removed reference to discussions with Rosedale regarding potential elimination
- 44 of park-and-ride facility
- 45 ➤ Added that Metro Transit restructured bus service in 2001
- 46

47 Chapter 8 Additions/Revisions

- 48 ➤ Added a new policy to Goal 2. New Policy 2.1 states: “Protect and improve
- 49 surface water quality in the City’s lakes, ponds, and wetlands to meet established
- 50 standards.”
- 51

52 Chapter 10 Additions/Revisions

- 53 ➤ Added Table 10.5: Projected Sewer Flow by Interceptor by Year
- 54 ➤ Added Table 10.6: Project Sewer Flow by Land Use by Year
- 55

- 56 • On June 22, 2009, the Metropolitan Council staff deemed the Plan complete and began
- 57 its formal review process. See Attachment D to review this letter.
- 58
- 59 • On August 25, 2009, the Metropolitan Council granted approval of the City’s 2030
- 60 Comprehensive Plan and Tier II Comprehensive Sewer Plan. See Attachment E to review
- 61 the approval letter.
- 62

63 Attachment F is a draft resolution to adopt the 2030 Comprehensive Plan. As part of that

64 resolution, the Council is also adopting the Tier II Comprehensive Sewer Plan. This plan is

65 integrated into the Comprehensive Plan. Metropolitan Council requires that its adoption is

66 specifically act to adopt this element of the Comprehensive Plan in order to be in compliance

67 with State statute.

68 **POLICY OBJECTIVE**

69 Adopting the 2030 Comprehensive Plan fulfills the requirements of the Minnesota Land

70 Planning Act for a decennial update of the Comprehensive Plan. This Plan updates the goals and

71 policies for the City to be reflective of the community vision identified through the Imagine

72 Roseville 2025 process.

73 **BUDGET IMPLICATIONS**

74 There are no budget implications associated with adopting the Comprehensive Plan.

75 **STAFF RECOMMENDATIONS**

76 Staff recommends that the City Council adopt the 2030 Comprehensive Plan and Tier II

77 Comprehensive Sewer Plan. This plan is the culmination of significant work undertaken by the

78 Comprehensive Plan Update Steering Committee, advisory commissions, and the City Council.

79

SUGGESTED COUNCIL ACTION

By resolution, adopt the 2030 Comprehensive Plan and Tier II Comprehensive Sewer Plan.

- Attachments:
- A. 2030 Comprehensive Plan on Compact Disc. Available at www.ci.roseville.mn.us/compplan
 - B. Letter from Metropolitan Council detailing incompleteness, March 25, 2009
 - C. Letter from Metropolitan Council requesting additional information, May 20, 2009
 - D. Letter from Metropolitan Council deeming the plan complete, June 22, 2009
 - E. Letter from Metropolitan Council detailing approval, August 27, 2009
 - F. Draft Resolution

Prepared by: Jamie Radel, Community Development



March 25, 2009

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

RE: **City of Roseville 2030 Comprehensive Plan Update - *Incomplete for Review***
Metropolitan Council Review File No. 20516-1
Metropolitan Council District 10, Kris Sanda

Dear Ms. Radel:

Thank you for submitting the City of Roseville's 2030 Comprehensive Plan Update (Update), received on March 6, 2009. The Council staff finds the Update incomplete for review and will suspend further review until the City submits the following requested materials, and the Council staff evaluates them.

REQUIRED MATERIALS:

Aviation (Chauncey Case, 651-602-1724)

The Update is incomplete for aviation. The Update needs to 1) reference the current aviation requirements as included in the Local Planning Handbook, <http://www.metrocouncil.org/planning/LPH/LPHSect4.pdf#page=8>, and 2) include a notification to the Federal Aviation Agency. Please note the Handbook's link to the MnDOT Aeronautics web page, and to text concerning tall towers.

Transportation (James Andrew, 651-602-1721)

The Update is incomplete for transportation. The Update needs to state that Roseville is within the Metropolitan Transit Taxing District and is within Market Areas II and III. Service options for Market Area II include regular-route locals, all-day expresses, small vehicle circulators, special needs paratransit (ADA, seniors), and ridesharing. Service options for Market Area III include peak-only express, small vehicle circulators, midday circulators, special needs paratransit (ADA, seniors), and ridesharing.

Local Surface Water Management (Judy Sventek, 602-651-1156)

The Update is incomplete for local surface water management review, and refers to the 2003 Comprehensive Surface Water Management Plan (CSWMP). Since 2003, the Metropolitan Council updated its Water Resources Management Policy Plan (WRMPP). The WRMPP includes some new requirements for local water management plans which are not covered in the Update or in the City's 2003 CSWMP. The Council is aware that the three watersheds are in the process of updating their watershed management plans which means that the City will need to update its CSWMP within the next two years or shortly thereafter. Therefore, the Update's environmental protection section needs to address the following:

- Include an update on the City's work to develop and maintain an inventory of wetlands within high priority areas by 2008 (2003 CSWMP, policy 5.1, goal 5). If the City has not completed this action, it needs to identify when this work will be completed.

- Include an update on the City's work to develop numeric goals for waterbodies in 2006, as stated in the CSWMP. If the City has not completed this action, it needs to identify when this work will be completed.
- Include a list of impaired waters in the City, or waters to which the City discharges, state the City's role in addressing these impaired waters, and provide a specific policy or goal related to nondegradation.

Wastewater (Roger Janzig, 602-651-1119)

The Update is incomplete for wastewater review. The Update's sewer element needs to include a table showing the projected population, households, employment and flow forecasts by interceptor for the City for 2010, 2020 and 2030.

Water Supply (Sara Smith, 651-602-1035)

The Update is incomplete for Water Supply. The City needs to provide a copy of its water supply plan, as referenced in the Update, page 10-2.

ADVISORY COMMENTS (Transportation):

The City needs to consider the following advisory comments:

- Fixed-Route Transit Service and Facilities, page 5-21, states that "the former Regional Transit Board (RTB) is now part of Metro Transit." The RTB is now part of the Metropolitan Council.
- Page 5-21 states, "recently there has been a discussion between the owners of Rosedale Mall and Metro Transit regarding the elimination of the park-and ride facilities at the transit hub". While Metro Transit may be negotiating some changes to the future of the Roseville park and ride and transit station with the City, it is not pursuing eliminating the facility.
- Page 5-23 discusses 1989 transit service, and 1991 transit service changes. Metro Transit restructured the bus service into and around Roseville in 2001 as part of the Sector 2 Restructuring Study.

Once the City's submits the required materials and the Council staff finds the Update complete, the official review process will begin. Please contact Tori Dupre, Sector Representative, at 651-602-1621 or the listed technical review staff with any questions.

Sincerely,



Phyllis Hanson, Manager
Local Planning Assistance

CC: Kris Sanda, Metropolitan Council District 10
Tori Dupre, Principal Reviewer / Sector Representative
Cheryl Olsen, Reviews Coordinator



May 20, 2009

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

RE: **City of Roseville 2030 Comprehensive Plan Update - *Incomplete for Review***
 Metropolitan Council Review File No. 20516-1
 Metropolitan Council District 10, Kris Sanda

Dear Ms. Radel:

Thank you for submitting the City of Roseville's supplemental information received on May 1, 2009, in response to the Council's March 25, 2009 request for information regarding aviation, transportation, local surface water management, and wastewater.

While the Council staff found that the supplemental information adequately addresses aviation, transportation and local surface water management, the wastewater information remains incomplete.

Wastewater (Roger Janzig, 602-651-1119)

The Council initially asked the City to include a table showing the projected population, households, employment and flow forecasts by interceptor for the City for 2010, 2020 and 2030. The City provided a worksheet calculating sewer flows by land use from 2000 to 2030 in five-year increments. However, the Update needs to include information showing sewer flow forecasts, provided in the worksheet, by sewer service area and by connection to the interceptor for 2010, 2020, and 2030.

Please contact Tori Dupre, Sector Representative, at 651-602-1621 with any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Phyllis Hanson'.

Phyllis Hanson, Manager
 Local Planning Assistance

CC: Kris Sanda, Metropolitan Council District 10
 Tori Dupre, Principal Reviewer / Sector Representative
 Cheryl Olsen, Reviews Coordinator



June 22, 2009

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

RE: **City of Roseville 2030 Comprehensive Plan Update
Complete for Review**
Metropolitan Council Review File No. 20516-1
Metropolitan Council District 10, Kris Sanda

Dear Ms. Radel:

The Metropolitan Council received the City of Roseville's 2030 Comprehensive Plan Update on March 6, 2009, and found it incomplete on March 25, 2009. The City provided additional information on May 1, 2009 and on June 12, 2009. The Council staff now finds the Update complete for review.

In accordance with state law, the Council has 120 days to complete its formal review. Within this time, Council staff will provide a Comprehensive Plan Update review to the Council's Community Development Committee (CDC) and to the Environment Committee prior to the Metropolitan Council's final action. The Council's 120-day review period ends on October 19, 2009.

A copy of the Council staff report will be forwarded to you when the report is mailed out to the CDC. You and any community representatives are invited to attend the CDC meeting in order to answer questions and to help Council members understand the Update from the community's perspective.

Please contact Tori Dupre, Sector Representative, at 651-602-1621 or the listed technical review staff with any questions.

Sincerely,

A handwritten signature in black ink, reading 'Phyllis Hanson', written over a horizontal line.

Phyllis Hanson, Manager
Local Planning Assistance

CC: Kris Sanda, Metropolitan Council District 10
Tori Dupre, Principal Reviewer / Sector Representative
Cheryl Olsen, Reviews Coordinator

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www.metrocouncil.org



August 27, 2009

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

RE: **City of Roseville 2030 Comprehensive Plan Update**
Metropolitan Council Review File No. 20516-1
Metropolitan Council District 10, Kris Sanda

Dear Ms. Radel:

At its meeting on August 25, 2009 the Metropolitan Council completed its formal review of the City's 2030 Comprehensive Plan Update. The Council based its review on the staff's report and analysis (attached).

The Council found that the City's Update meets all Metropolitan Land Planning Act requirements, conforms to the regional system plans transportation, including aviation, water resources management, and parks, is consistent with the *2030 Regional Development Framework*, and is compatible with the plans of adjacent jurisdictions.

The Council adopted the following recommendations:

Recommendations of the Community Development Committee:

1. Authorize the City of Roseville to put its 2030 Comprehensive Plan Update into effect;
2. Advise the City to:
 - a. Participate in Council activities to monitor redevelopment and infill in Developed communities.
 - b. Implement the advisory comments noted in the Review Record.
 - c. Update the comprehensive surface water management plan (CSWMP) within two years of the date that the Rice Creek and Capitol Region Watershed Districts update the watershed management plans, and the plans are approved by the Board of Water and Soil Resources. The CSWMP should be submitted to the Council for review concurrent with its submittal to the watersheds.

Recommendations of the Environment Committee:

Approve the City of Roseville's Tier II Comprehensive Sewer Plan.

The Council requests the following:

1. A copy of the resolution of adoption by the local governing body indicating that the Plan as reviewed by the Council is adopted.
2. Two copies of the City's final Update once it is revised to include all the information that was submitted.

www.metrocouncil.org

Jamie Radel, City of Roseville
August 27, 2009
Page 2

Thank you for sending the City's Update to the Council for review. The Update should serve the City well.

Sincerely,

A handwritten signature in black ink that reads "Phyllis Hanson". The script is cursive and fluid, with the first name "Phyllis" being more prominent than the last name "Hanson".

Phyllis Hanson, Manager
Local Planning Assistance

Attachment

cc: Crystal Carlson, MHFA
Tod Sherman, Development Reviews Coordinator, MnDOT Metro Division
Kris Sanda, Metropolitan Council District 10
Tori Dupre, Principal Reviewer / Sector Representative
Cheryl Olsen, Reviews Coordinator

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Community Development Committee Environment Committee

Committee Report

Item: 2009-270

For the Metropolitan Council meeting of August 26, 2009

ADVISORY INFORMATION

Date Prepared:

Subject: City of Roseville 2030 Comprehensive Plan Update
Tier II Comprehensive Sewer Plan
Review File No. 20516-1

Proposed Action:

That the Metropolitan Council adopt the attached Advisory Comments and Review Record, and the following:

1. Authorize the City of Roseville to put its 2030 Comprehensive Plan Update into effect;
2. Advise the City to:
 - a. Participate in Council activities to monitor redevelopment and infill in Developed communities.
 - b. Implement the advisory comments noted in the Review Record.
 - c. Update the comprehensive surface water management plan (CSWMP) within two years of the date that the Rice Creek and Capitol Region Watershed Districts update the watershed management plans, and the plans are approved by the Board of Water and Soil Resources. The CSWMP should be submitted to the Council for review concurrent with its submittal to the watersheds.
3. Approve the City of Roseville's Tier II Comprehensive Sewer Plan.

Summary of Committee Discussion / Questions:

Community Development Committee

The Committee Chair Steffen called for a motion to approve, and a motion was made and seconded. The Committee unanimously adopted the proposed actions.

Environment Committee

Motion to approve the City of Roseville's Tier II Comprehensive Sewer Plan was made, seconded, and passed unanimously.

C Community Development Committee
Meeting date: August 17, 2009

E Environment Committee
Meeting date: August 11, 2009

ADVISORY INFORMATION

Subject:	City of Roseville 2030 Comprehensive Plan Update Tier II Comprehensive Sewer Plan Review File No. 20516-1
District(s), Member(s):	District 10, Councilmember Kris Sanda
Policy/Legal Reference:	Minnesota Statutes Section 473.175
Staff Prepared/Presented:	Tori Dupre, Principal Reviewer (651-602-1621) Phyllis Hanson, Local Planning Assistance Manager (651-602-1566) Kyle Colvin, Engineering Services Assistant Manager (651-602-1151)
Division/Department:	Community Development / Planning and Growth Management Environmental Services/ Engineering Services

Proposed Action

That the Metropolitan Council adopts the attached Review Record and takes the following actions from each committee:

Recommendations of the Community Development Committee

1. Authorize the City of Roseville to put its 2030 Comprehensive Plan Update into effect;
2. Advise the City to:
 - a. Participate in Council activities to monitor redevelopment and infill in Developed communities.
 - b. Implement the advisory comments noted in the Review Record.
 - c. Update the comprehensive surface water management plan (CSWMP) within two years of the date that the Rice Creek and Capitol Region Watershed Districts update the watershed management plans, and the plans are approved by the Board of Water and Soil Resources. The CSWMP should be submitted to the Council for review concurrent with its submittal to the watersheds.

Recommendations of the Environment Committee

Approve the City of Roseville's Tier II Comprehensive Sewer Plan.

ADVISORY COMMENTS

City of Roseville 2030 Comprehensive Plan Update and Tier II Comprehensive Sewer Plan

Review File No. 20516-1 – Council Business Item No. 2009-270

The following Advisory Comments are part of the Council action authorizing the City to implement its 2030 Comprehensive Plan Update ("Update") and approving the City's Tier II Comprehensive Sewer Plan:

Community Development Committee

1. The Council-adopted *Local Planning Handbook* states that the City must take the following steps:
 - (a) Adopt the Update in final form after considering the Council's review recommendations; and
 - (b) Submit one electronic copy and one hard copy of the Update to the Council. The electronic copy must be organized as one unified document.
 - (c) Submit one copy of the City Council resolution evidencing final approval of the Update.
2. The Council's *Handbook* also states that local governments must formally adopt their comprehensive plans within nine months after the Council's final action. If the Council has recommended changes, local governments should incorporate those recommended changes into the plan or respond to the Council before "final approval" of the comprehensive plan by the governing body of the local governmental unit. (Minn. Stat. § 473.858, subd. 3).
3. Local governmental units must adopt official controls as described in their adopted comprehensive plans and must submit copies of the official controls to the Council within 30 days after official controls are adopted. (Minn. Stat. § 473.865, subd. 1).
4. Local governmental units cannot adopt any official controls or fiscal devices that conflict with their comprehensive plans or which permit activities in conflict with the Council's metropolitan system plans. (Minn. Stat. §§ 473.864, subd. 2; 473.865, subd. 2). If official controls conflict with comprehensive plans, the official controls must be amended within nine months following amendments to comprehensive plans. (Minn. Stat. § 473.865, subd. 3).

Environment Committee

1. The Council-approved Tier II Comprehensive Sewer Plan becomes effective only after the Update also receives final approval by the City's governing body. After the Update receives final approval by the City and the Tier II Sewer Plan becomes effective, the City may implement its Update to alter, expand or improve its sewage disposal system consistent with the Council-approved Tier II Sewer Plan.
2. A copy of the City Council Resolution adopting its Update, including the Tier II Sewer Plan, must be submitted to the Council.

Background

The City of Roseville (City) is located in Ramsey County surrounded by New Brighton, Arden Hills and Shoreview to the north, Little Canada to the east, St. Paul and Falcon Heights to the south, and Minneapolis and St. Anthony to the west (Figure 1).

The *2030 Regional Development Framework* (RDF), as adopted by the Metropolitan Council (Council) in January 2004, identified Roseville as within the "Developed" geographic planning area. Figure 2 shows the designation and regional systems serving the City and surrounding area.

The City submitted its 2030 Comprehensive Plan (Update) to the Council for review to meet the Metropolitan Land Planning Act requirements (Minn. Stat. 473.175) and the Council's 2005 Systems Statement requirements.

Rationale - Standard of Review & Findings

1. Does the proposed Update conform to Regional Systems Plans?
2. Is the Update consistent with Metropolitan Council policies?
3. Is the Update compatible with plans of adjacent governmental units and plans of affected special districts and school districts?

Conformance with Regional Systems Plans:

- | | |
|--|-----|
| 1. Regional Parks | Yes |
| 2. Transportation including Aviation | Yes |
| 3. Water Resources Management
(Wastewater Services; Surface Water Management) | Yes |

Consistent with Council Policy Requirements:

- | | |
|--|-----|
| 1. Forecasts | Yes |
| 2. Housing | Yes |
| 3. 2030 Regional Development Framework; Land Use | Yes |
| 4. Individual Sewage Treatment Systems Program | Yes |
| 5. Water Supply | Yes |

Compatible with Plans of Adjacent Governmental Units and Plans of Affected Special Districts and School Districts

- | | |
|--------------------------------|-----|
| 1. Compatible with other plans | Yes |
|--------------------------------|-----|

Funding:

The City received no funding.

Known Support / Opposition:

There was no known opposition.

REVIEW RECORD

Review of the City of Roseville 2030 Comprehensive Plan Update

STATUTORY AUTHORITY

The Metropolitan Land Planning Act (MLPA) requires local units of government to submit comprehensive plans and plan amendments to the Council for review and comment (Minn. Stat. § 473.864, Subd. 2). The Council reviews plans to determine:

- *Conformance with metropolitan system plans,*
- *Consistency with other adopted Plans of the Council, and*
- *Compatibility with the Plans of other local jurisdictions in the Metropolitan Area.*

The Council may require a local governmental unit to modify any plan or part thereof if, upon the adoption of findings and a resolution, the Council concludes that the Plan is more likely than not to have a substantial impact on or contain a substantial departure from metropolitan system plans (Minn. Stat. § 473.175, Subd. 1).

Each local government unit shall adopt a policy plan for the collection, treatment and disposal of sewage for which the local government unit is responsible, coordinated with the Metropolitan Council's plan, and may revise the same as often as it deems necessary. Each such plan shall be submitted to the Council for review and shall be subject to the approval of the Council as to those features affecting the Council's responsibilities as determined by the Council. Any such features disapproved by the Council shall be modified in accordance with the Council's recommendations (Minn. Stat. § 473.513).

CONFORMANCE WITH REGIONAL SYSTEMS

Regional Parks

Parks and Trails

Reviewer: Jan Youngquist, CD – Regional Parks System Planning (651-602-1029)

The Update is in conformance with the *Regional Park's Policy Plan (RPPP)*. The Update acknowledges the Lexington Parkway Regional Trail as well as the proposed Trout Brook Regional Trail extension and the proposed St. Anthony Railroad Spur Regional Trail.

Transportation

Roads and Transit

Reviewer: James Andrew, MTS – Systems Planning (651-602-1721), Scott Thompson – Metro Transit (612-349-7774)

The Update is in conformance with the *Transportation Policy Plan (TPP)* adopted in 2004, and addresses all the applicable transportation and transit requirements.

Aviation

Reviewer: Chauncey Case, MTS – Systems Planning (651-602-1724)

The Update is in conformance with the *TPP* and consistent with Council *Aviation* policies.

Water Resources Management

Wastewater Service

Reviewer: Kyle Colvin, ES – Engineering Services (651-602-1151)

The Update is in conformance with the *2030 Water Resources Management Policy Plan (WRMPP)*. The Update summarizes the City's vision for the next 20 years or to year 2030. It includes growth forecasts that are consistent with the Council's forecasts for population, households, and employment.

Current wastewater treatment services are provided to the City by the Metropolitan Council Environmental Services. Wastewater generated within the City is conveyed to and treated at the Metropolitan Council's Metropolitan Wastewater Treatment Plant located in St. Paul. The City's wastewater conveyance service is provided by Council Interceptors 1-RV-430, 1-RV-431, 1-RV-432, 1-RV-433, 1-RV-433A, and 8851. The Update projects it will have 16,500 sewer households and 46,100 sewer employees by 2030. The Metropolitan Disposal System, with its scheduled improvements, has or will have adequate capacity to serve the City's growth needs.

The Update provides sanitary sewer flow projections in 10-year increments. The rationale for the projections is given in the Update and determined appropriate for planning for local services.

Roseville has been identified as a community impacted by wet weather occurrences. The City is currently on the Council's list of communities having an inflow and infiltration (I/I) reduction goal, and is committed to mitigate excessive I/I at levels equal to the Council's Surcharge amount.

The City's I/I reduction plan includes an inspection program for illegal sump pump and roof drain connections, including periodic inspections to insure they remain disconnected. The City has also implemented a foundation drain/service line inspection program with mandatory follow-up improvements required whenever a foundation drain connection to the sanitary sewer is identified or whenever a private service line is identified as being susceptible to I/I. Inspections are prioritized based on the results of a study conducted by the City that identified those areas which appeared to have the highest levels of I/I. The City's I/I reduction plan includes capital improvements aimed at removing sources of I/I through televising the sewer mains.

Tier II Comments

The Tier II Sewer Element of the Update has been reviewed against the requirements for Tier II Comprehensive Sewer Plans for developed communities, and staff found it consistent with Council policies. Upon adoption of the Update by the City, the action of the Council to approve the Tier II Plan becomes effective. At that time, the City may implement its Update to alter, expand or improve its sewage disposal system consistent with the approved Tier II Sewer Plan. A copy of the City

Council Resolution adopting its Plan needs to be submitted to the Metropolitan Council for its records.

Surface Water Management

Reviewer: Judy Sventek, ES – Water Resources Assessment (651-602-1156)

The Update is in conformance with the *WRMPP* guidelines for local surface water management. Roseville lies within the Grass Lake, Rice Creek and Capitol Region watersheds. Rice Creek Watershed District's watershed management plan was approved by the Board of Water and Soil Resources (BWSR) in 1997. Capitol Region Watershed District's watershed management plan was approved in 2000 and Grass Lake Watershed Management Organization's watershed management plan was approved in 2003. Roseville completed a Comprehensive Surface Water Management Plan (CSWMP) in 2003.

The Council reviewed the CSWMP in 2003, finding that it met the requirements for local surface water management plans at that time. The Update includes adequate information such as the City's SWPPP, low impact development, impaired waters, and policies aimed at protecting the City's resources as required by the Council's *WRMPP*.

The City is advised that the Rice Creek and Capitol Region Watershed Districts are in the process of updating their watershed management plans. It is anticipated that both plans will be completed in 2009 and approved in 2010. The City will need to update its CSWMP within two years from the dates that the Rice Creek and Capitol Region Watershed District's new watershed management plans are approved. The City needs to submit the updated CSWMP to the Council for review and comment concurrent with its submittal to the watershed districts for approval.

CONSISTENCY WITH COUNCIL POLICY

Forecasts

Reviewer: Dennis Farmer, CD - Research (651-602-1552)

The Update is consistent with Council policies for forecasts for the City, shown below).

Table 1: City of Roseville Forecasts

	2000	2010	2020	2030	2000 to 2030 change
Households	14,598	15,500	16,000	16,500	1,902
Population	33,690	36,000	37,000	38,300	4,610
Employment	39,103	42,500	44,700	46,100	6,997

2030 Regional Development Framework and Land Use

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update is consistent with the *2030 Regional Development Framework (RDF)*, which identifies Roseville as a community in the “Developed” geographic planning area. The *RDF* goals and policies for “Developed” communities accommodate growth forecasts through reinvestment at appropriate densities (5 units plus in developed areas) and target higher density in locations with convenient access to transportation corridors and with adequate sanitary sewer capacity.

The Council expects the City to meet densities of at least five units an acre through redevelopment and infill. The Council is developing a monitoring program, similar to the plat monitoring program for developing areas, and encourages the City to participate by reporting redevelopment information.

The City is fully developed, is approximately 8,860 acres in size, and as a first-ring suburb, more than 75 percent of its residential development was built by 1970. Only two percent of the City’s residential development was built after 2000.

Public and semi-public uses occupy 39 percent of the City and include the I-35W and Highway 36 corridors, parks and institutions such as private colleges. Residential is the second largest use at 38 percent of the City. In 2008, the City had 15,987 housing units and of this, 53 percent were single family detached homes. These units occupy about 3,403 residential acres, at a density of approximately 4.7 dwelling units per acre (du/ac).

Table 2: Existing and Future Land Use

Existing (2009) Land Use	Net Acres	Future 2030 Land Use	Net Acres	2009-2030 Change
Residential	3,403	Residential	3,619	+216
Commercial/Industrial	1,539	Commercial/Industrial	1,566	+27
Public/Semi Public	3,420	Public/Semi Public	3,334	(86)
Lakes, Ponds, etc.	499	Lakes, Ponds, etc.	342	(109)
Total	8,861	Total	8,861	0

The Update shows a residential acreage increase of 216 acres to the year 2030, while commercial and industrial uses increase approximately 30 acres. The Update forecasts an additional 1,902 households and 6,997 jobs between 2000 and 2030. To accommodate the forecasts, the Update includes an analysis of potential sites that offer an opportunity for future redevelopment for both housing and jobs.

The analysis reflects previous studies of the Twin Lakes redevelopment area which is currently guided industrial. The 2030 guiding for this area is Community Mixed Use, a combination of residential and non-residential uses that transition into surrounding existing neighborhoods.

The analysis of potential sites considers three development mechanisms: infill housing development, increased housing densities and redevelopment of existing non-residential areas. The analysis shows a total potential number of residential units at medium and high density of 1,340 to 3,416 meeting the City's forecast needs and residential densities (see Table 3). These redevelopment areas are located near existing transit service, along major transportation corridors.

Table 3: Redevelopment and Residential Density

Land Use Category	Density Range		Net Acres	Min Units	Max Units
	Min	Max			
Low Density Residential	1.5	4.0	75.0	113	300
Medium Density Residential	4.0	12.0	34.0	136	408
High Density Residential	12.0	30.0	100.0	1,200	3,000
Community Mixed Use	4.0	30.0	44.8	179	1,343
TOTALS			253.8	1,628	5,051
Overall Density				6.41	19.90

Note: Community Mixed Use allows 25 to 50 percent residential; Table calculates potential units at 25 percent.

Housing

Reviewer: Linda Milashius, CD – Livable Communities (651-602-1541)

The Update's housing element fulfills the Metropolitan Land Planning Act housing element and the affordable housing planning requirements. The Update acknowledges the City's share of the region's affordable housing need for 2011 to 2020, 201 units. The Update shows 68 acres (2000 to 2020) will be available for high density residential development at 12 to 30 units per acre to provide opportunities to meet this need. The Update also shows approximately 77 acres guided Community Mixed use available for high density residential development.

The Update provides the implementation tools and programs the City will use to promote opportunities to address its share of the region's housing need. The City's HRA will continue to be active in promoting the development of affordable housing by partnering with federal, state, and local nonprofit agencies such as Habitat for Humanity, and implementing its adopted Strategic Plan that directs the undertaking of a variety of housing programs to maintain a strong housing stock and neighborhoods in the community.

Roseville is an active participant in the Livable Communities Local Housing Incentives Account program and has applied for and received over \$ \$3 million in grants through the LCA program.

Individual Sewage Treatment Systems (ISTS) Program

Reviewer: Jim Larsen, CD – Local Planning Assistance (651-602-1159)

The Update indicates that the City is fully served by a municipal sanitary sewer that flows into the Metropolitan Disposal System, and has no ISTS.

Water Supply

Reviewer: Sara Bertelsen, ES – Water Supply Planning (651-602-1035)

The Update is consistent with the WRMPP policies for water supply. The Council recommends that the City continue to implement conservation programs targeted at reducing residential water use.

Resource Protection

Historic Preservation

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update contains a section on Historic Preservation as required by the MLPA.

Solar Access Protection

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update contains a section on Solar Access Protection as required by the MLPA.

Aggregate Resources Protection

Reviewer: Jim Larsen, CD – Local Planning Assistance (651-602-1159)

The *Minnesota Geological Survey Information Circular 46* indicates that the City contains no aggregate resource deposits available for mining, as the community is fully developed.

PLAN IMPLEMENTATION

Reviewer: Tori Dupre, CD – Local Planning Assistance (651-602-1621)

The Update includes a description of:

- | | |
|----------------------------------|-----|
| • Capital Improvement Program | Yes |
| • Zoning Code | Yes |
| • Subdivision Code | Yes |
| • ISTS Codes | NA |
| • Housing Implementation Program | Yes |

The Update's implementation section contains a description of the City's official controls including zoning, subdivision regulation, park dedication and other ordinances.

COMPATIBILITY WITH PLANS OF ADJACENT GOVERNMENTAL UNITS AND PLANS OF AFFECTED SPECIAL DISTRICTS AND SCHOOL DISTRICTS

The City submitted the Update to adjacent local units of government, school districts, counties and special districts for comment on October 15, 2008, and received responses from Arden Hills, Falcon Heights, Lauderdale, Little Canada, Maplewood, Minneapolis, New Brighton, Shoreview, St. Anthony, St. Paul, Ramsey County, Mounds View School District, Capitol Region Watershed District, Grass Lake

Watershed Management Organization, Rice Creek Watershed District and the Minnesota Department of Transportation. No compatibility issues with plans of adjacent governmental units and plans of affected special districts and school districts were indicated.

DOCUMENTS SUBMITTED FOR REVIEW:

- City of Roseville 2030 Comprehensive Plan, dated January 26, 2009
- Comprehensive Plan Transmittal form
- City Council Meeting Minutes of January 26, 2009
- Comments from and responses to adjacent and affected jurisdictions
- Capital Improvement Plan dated March 6, 2009
- Supplemental information on Transportation, Environment (water resources), Water Supply and Wastewater dated April 30, 2009
- Revised page 10-7 Utilities, sewer flows

ATTACHMENTS

- Figure 1: Location Map Showing Regional Systems
- Figure 2: 2030 Regional Development Framework Planning Areas
- Figure 3: Existing Land Use
- Figure 4: 2030 Planned Land Use
- Table 4: Land Use and Five-Year Staging

Figure 1. Location Map Showing Regional Systems
Roseville

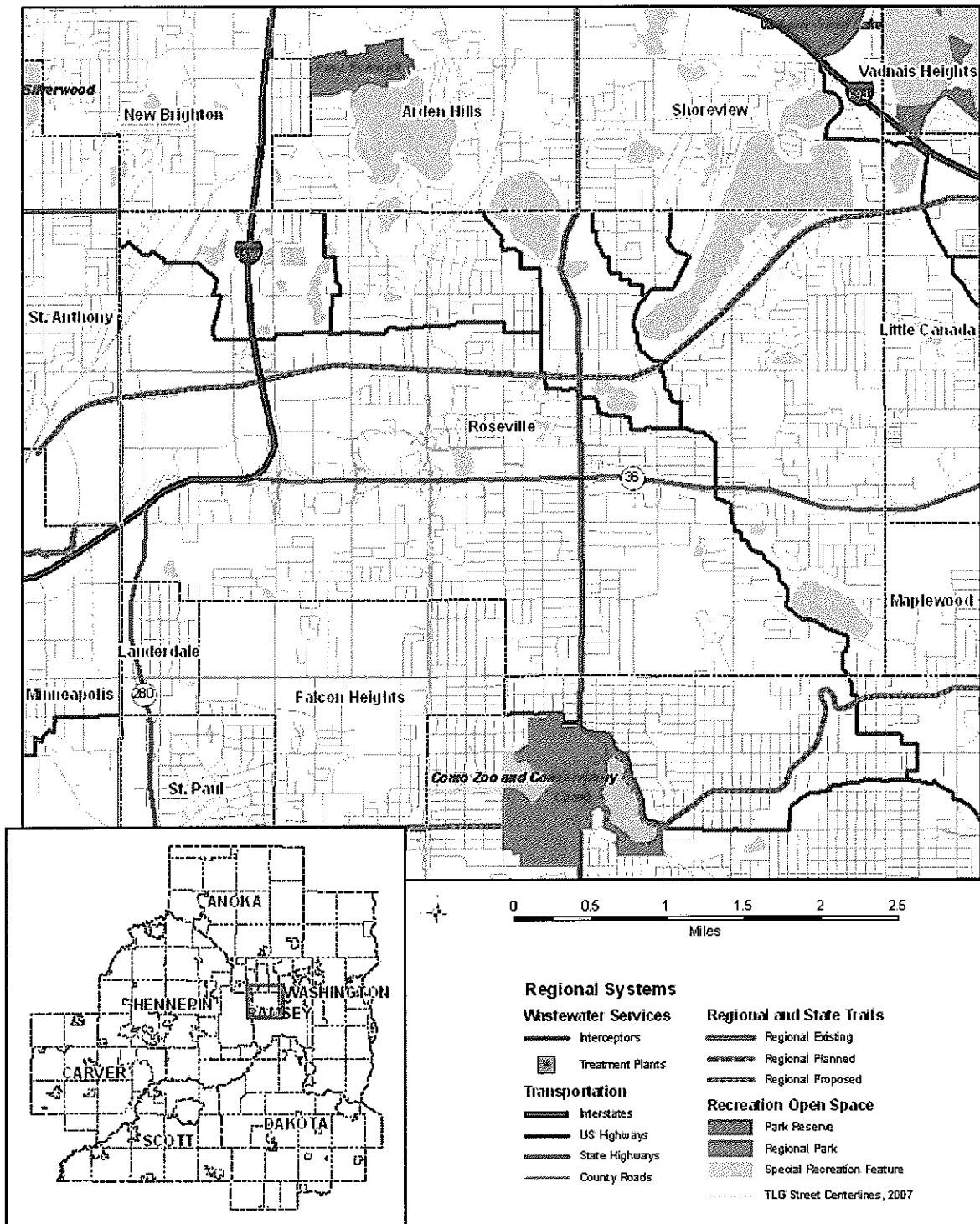
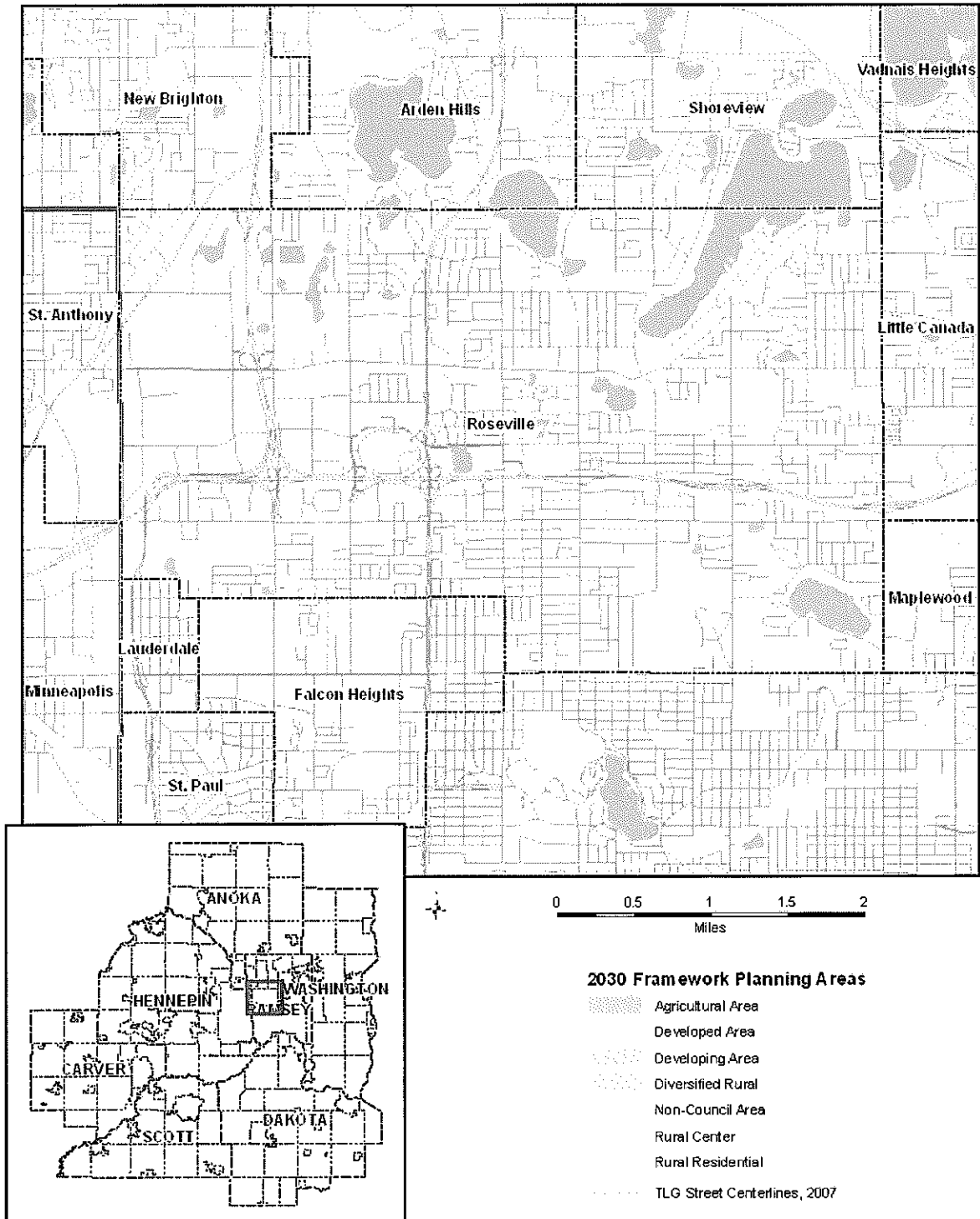
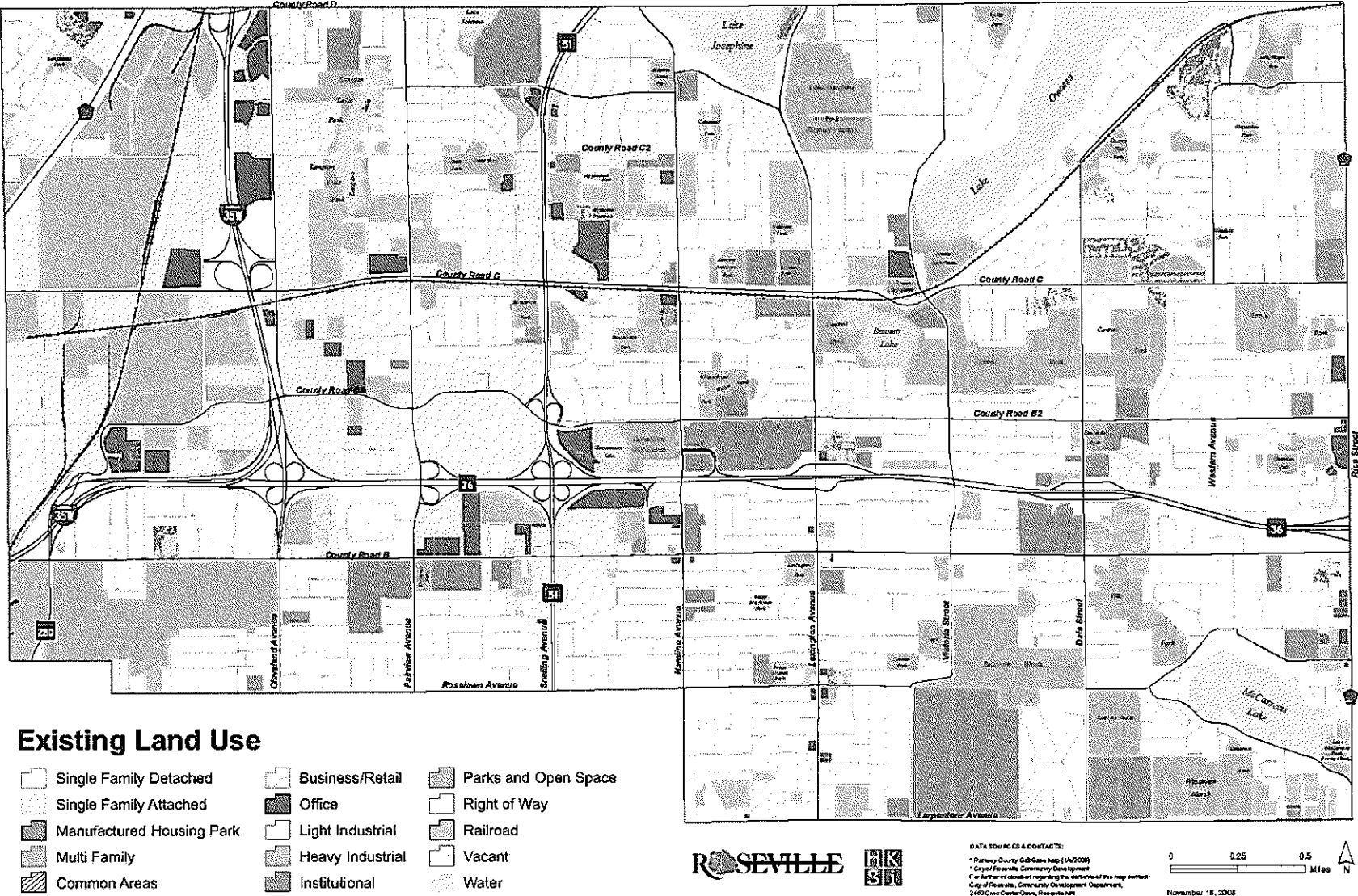


Figure 2. 2030 Regional Development Framework Planning Areas

Roseville



**Figure 3. Existing Land Use
City of Roseville**



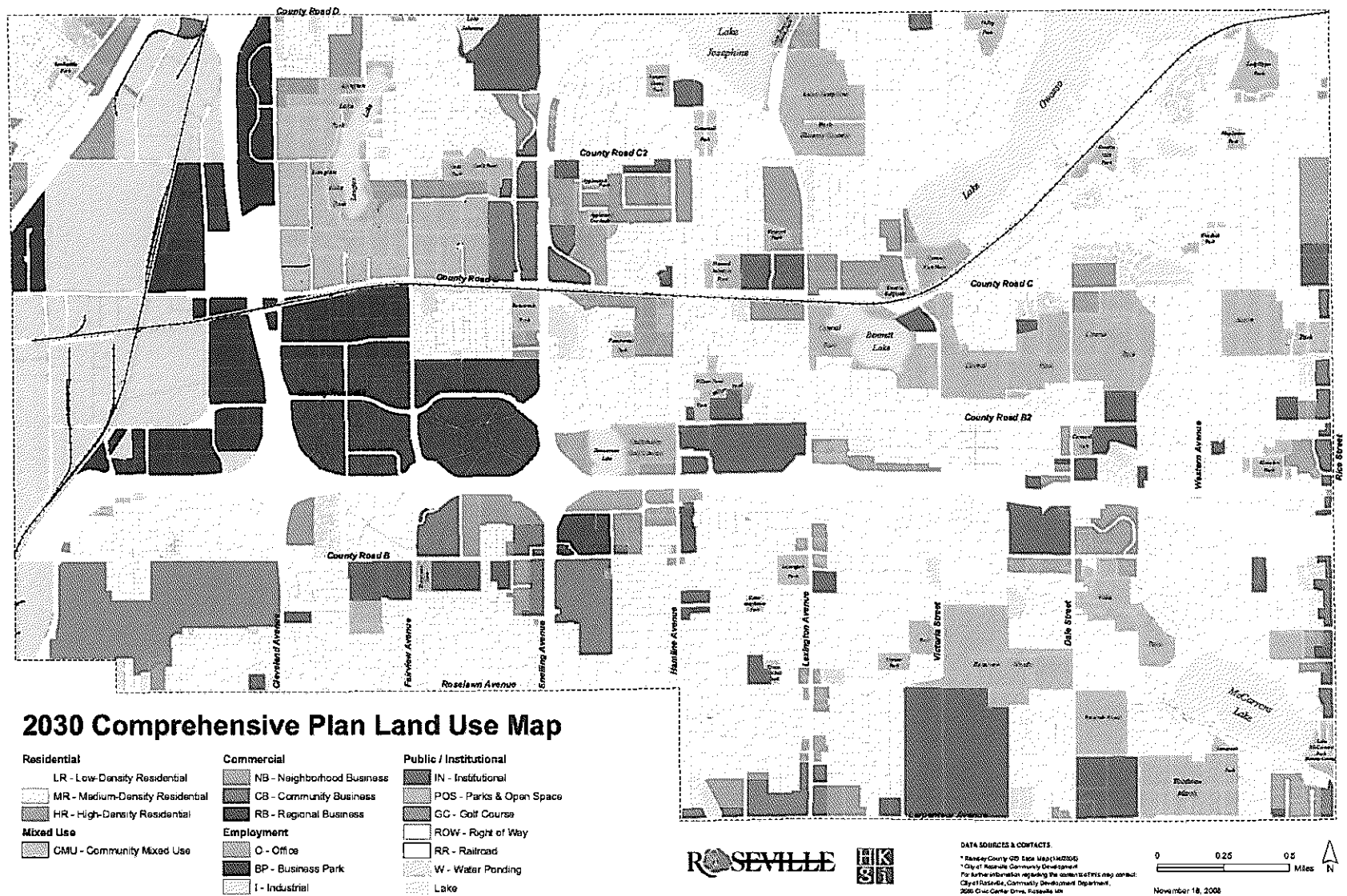


Table 4: Land Use and 5-Year Staging

Within Urban Service Area	Allowed Density Housing Units/Acre min/max		Exist (2009)	2010	2015	2020	2025	2030	Chg 2000-2030
Residential Uses			3403	3403	3465	3487	3547	3619	216
Low Density Residential	1.5	4	2973	2965	2987	2978	3002	3037	64
Medium Density Residential	4	12	146	146	156	157	169	160	14
High Density Residential	12	30	284	292	322	352	376	422	138
C/I Land Uses	Est. Employees/Acre		1539	1540	1552	1534	1524	1566	27
Neighborhood Business	32		40	40	37	42	35	45	5
Community Business	32		216	217	214	220	230	206	-10
Regional Business	32		220	220	254	254	254	279	59
Business Park	32		43	43	43	43	110	282	239
Office	32		163	163	150	140	125	79	-84
Industrial	8.5		857	857	754	682	617	496	-361
Community Mixed Use	Residential (25-50%)		0	0	100	153	153	179	179
Public/Semi Public Land Uses			3420	3420	3420	3417	3413	3334	-86
Institutional			513	513	513	513	510	476	-37
Parks and Recreation			834	834	834	831	830	845	11
Golf Course			181	181	181	181	181	157	-24
Roadway Rights of Way			1796	1796	1796	1796	1796	1770	-26
Railroad			96	96	96	96	96	86	-10
Undeveloped			499					390	109
Vacant			171	170	95	95	48	48	-123
Wetlands			271	271	271	271	271	271	0
Open Water, Rivers and Streams			57	57	57	57	57	71	14

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 12th day of October,
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.**

18
19 **Final Adoption of the 2030 Comprehensive Plan and**
20 **Tier II Comprehensive Sewer Plan**

21
22
23 WHEREAS, the 2030 Comprehensive Plan (the Plan) includes the City of Roseville's Tier
24 II Comprehensive Sewer Plan;

25
26 WHEREAS, on October 7, 2008, the Planning Commission held a public hearing on the
27 Plan;

28
29 WHEREAS, on October 13, 2008, the City Council released the draft Plan for review by
30 affected jurisdictions and received comments from all the affected jurisdictions prior to
31 the end of the statutorily allowed six-month review period;

32
33 WHEREAS, on January 7, 2009, in accordance with Roseville City Code 201.07, the
34 Planning Commission held a public hearing to take and adopted a resolution
35 recommending that the City Council adopt the Plan;

36
37 WHEREAS, on January 26, 2009, the City Council granted preliminary approval of the
38 2030 Comprehensive Plan;

39
40 WHEREAS, on March 4, 2009, the preliminarily approved Plan was submitted to the
41 Metropolitan Council for its statutorily required review of the document.

42
43 WHEREAS, on June 22, 2009, the Metropolitan Council staff deemed the Plan complete
44 and began its formal review process; and
45

46 WHEREAS, on August 25, 2009, the Metropolitan Council granted approval of the
47 City's 2030 Comprehensive Plan and Tier II Comprehensive Sewer Plan.
48

49 NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville adopts the 2030
50 Comprehensive Plan and the Tier II Comprehensive Sewer Plan contained with this Plan.
51

52 The motion for the adoption of the foregoing resolution was duly seconded by Member
53

54 , and upon a vote being taken thereon, the following voted in favor thereof:
55

56 and the following voted against the same: none.
57

58 WHEREUPON said resolution was declared duly passed and adopted.
59

REQUEST FOR COUNCIL ACTION

Date: 10/12/09
Item No.: 12.c

Department Approval

City Manager Approval

P. Trudgeon

W. Mahinen

Item Description: Consider Acquisition of portions of property located at 2785 Fairview Ave., City of Roseville for road and infrastructure purposes

BACKGROUND

The City is in the process of negotiating with the property owners within the Twin Lakes redevelopment area to acquire portions of their property for road and infrastructure purposes.

Prior to the October 12, 2009 Regular Meeting, the City Council will be meeting in closed Executive Session to discuss the possible acquisition of portions of 2785 Fairview Ave., City of Roseville for road and infrastructure purposes.

As a result of the Executive Session, the City Council may be taking formal action in regards to the purchase of the aforementioned properties.

POLICY OBJECTIVE

The action being considered will lead to the construction of infrastructure in the Twin Lakes redevelopment area. Twin Lakes has long been identified in the Roseville Comprehensive Plan as an important redevelopment area for the City.

BUDGET IMPLICATIONS

The costs for the acquisition of a portion of 2785 Fairview for the roads and infrastructure will be funded through existing TIF balances.

REQUESTED COUNCIL ACTION

Will be based on City Council discussion in the October 12, 2009 Executive Session

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071
Attachments: None

REQUEST FOR COUNCIL ACTION

Date: 10/12/09

Item No.: 12.d

Department Approval

City Manager Approval

Timothy O'Neill

W. J. Mahonen

Item Description:

Authorize the Fire Department to Advertise for Bids for a Fire Rescue/Pumper Apparatus and Accompanying Equipment

BACKGROUND

The Fire Department continually evaluates the Fire Apparatus Fleet and the need to replace apparatus as they age and require increased costs of maintenance. The Fire Department currently has a 22 year old Fire Engine that has been scheduled for replacement approximately 2 years ago. This apparatus has exceeded its life expectancy, and is now in need of replacement. The current apparatus is in need of significant maintenance to remain an in-service vehicle for the Fire Department, including many updates to remain in compliance with National Fire Protection Agency Safety and Use Standards. Due to the age of this apparatus, the safety of occupants riding in the apparatus is significantly decreased when compared to more modern Fire Apparatus.

The Fire Department therefore seeks permission from City Council to advertise for bids for a replacement Fire Rescue/Pumper Apparatus. The anticipated cost for this apparatus and equipment is between \$450,000 and \$500,000.

FINANCIAL IMPACTS

Money for the replacement of this apparatus is currently in the Fire Department Vehicle Replacement fund requiring no additional allocation of funds.

STAFF RECOMMENDATION

Staff recommends council authorize the Fire Department to advertise for bid for a new Rescue/Pumper apparatus and accompanying equipment.

REQUESTED COUNCIL ACTION

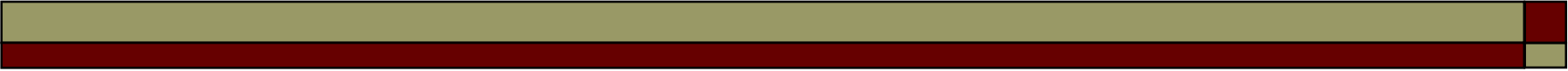
Authorize the Fire Department to seek bids for the purchase of a new Fire Rescue/Pumper apparatus and accompanying equipment for said apparatus.

Prepared by: Timothy O'Neill, Acting Fire Chief

Fire Department Replacement Fire Engine

Current Fire Department Fleet

Engine 21-	22 years old responds from Fire Station #2
Engine 11-	18 years old responds from Fire Station #1
Rescue 16-	18 years old responds from Fire Station #1
Utility vehicle-	19 years old responds from Fire Station #1
Engine 32-	13 years old responds from Fire Station #3
Engine 31- (staffed engine)	6 years old responds from Fire Station #3
Ladder 38-	10 years old responds from Fire Station #3
Medic 3-	2 years old responds from Fire Stations #3
Medic 4-	3 years old responds from Fire Station #3
Command vehicle	3 years old Chief O'Neill's take home vehicle
Fire Marshal's vehicle	12 years old
Fire Inspector's vehicle	10 years old



Fire Department Replacement Fire Engine

Fire Department Fleet Reductions

Ladder	Eliminated from fleet in 2009 savings \$1,200,000
Engine	Eliminated from fleet in 2003 savings \$400,000
Grass unit	Eliminated from fleet in 2006 savings \$120,000
Rescue vehicle	Planned reduction from fleet in 2013 savings \$450,000

Total Fleet Reduction Savings \$2,170,000

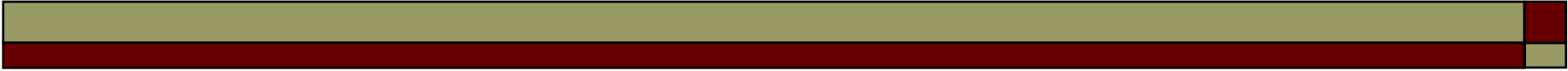
Fire Department Replacement Fire Engine



Custom Top Mount Pumper

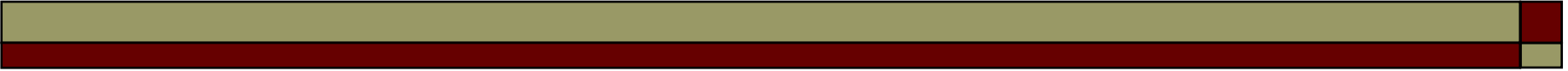
Fire Department Replacement Fire Engine





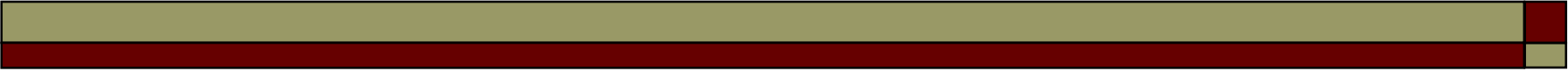
Engine Highlights

- ❑ 5- person custom cab with the most advanced safety features.
- ❑ Seat belt warning system- with three point belts
- ❑ Advanced seating system providing secure ride for all firefighters
- ❑ Latest in emergency warning system
- ❑ Fully NFPA compliant
- ❑ 1500 GPM pump
- ❑ 500 gallons of water
- ❑ 30 gallons of class A foam
- ❑ On-board electric generator
- ❑ New vehicle rescue equipment



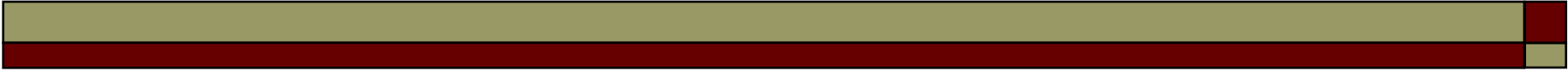
Financial Points

- ❑ Vehicle would be purchased using the Fire Department Vehicle replacement fund
- ❑ Anticipated cost of vehicle and accessory equipment about \$480,000
- ❑ Delivery of vehicle fall of 2010
- ❑ We anticipate a savings for maintenance costs of about \$60,000 over the first three years of the life of the new engine.



Financial Points

- ❑ Advantages of purchasing new engine in 2009
 - EPA Emissions Standards- Saving estimated \$20,000 to \$25,000
 - Avoid annual manufacture increase of between 3-6% (\$13,500-27,000)
 - Avoid 2010 annual testing and repairs of 22 year old engine
 - Firefighter safety
 - Vehicle and equipment reliability



Committee Work

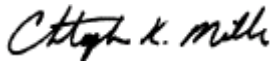
- ❑ 10 member committee
- ❑ Research and specification writing
- ❑ Bid process
- ❑ Acceptance of bid
- ❑ Building process
- ❑ Delivery
- ❑ Vehicle training

REQUEST FOR COUNCIL ACTION

Date: 10/12/09
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: 2010 Budget Prioritization Process - Phase #1

BACKGROUND

On September 14, 2009, the City Council adopted 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 support of this effort, the City Council established the following additional meetings:

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

As noted in a previous communication, 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. It is suggested that the Council use the October 12th meeting for this purpose. For the October 12th meeting, Staff is suggesting the following discussion format:

<u>Topic / Purpose</u>	<u>Est. Duration</u>
Review and Rank Administration Programs	10 minutes
Review and Rank Finance Programs	10 minutes
Review and Rank Parks & Recreation Programs	25 minutes
Review and Rank Police Programs	25 minutes
Review and Rank Fire Programs	25 minutes

Review and Rank Public Works Programs 25 minutes

The total amount of discussion time is expected to be approximately 2 hours. If necessary, the Council can also use the October 19th meeting.

To facilitate the discussion, City Staff have prepared a citywide matrix that lists out each major functional area or program along with; the 2009 direct costs, a notation of whether that program is mandated by federal or state statute or is required under City Code. In addition, City Staff have also attempted to categorize the current level of service for each program. It is hoped that this matrix will trigger questions regarding these service levels and the resources that might be needed in the future.

Finally, the Council will receive a second citywide matrix that lists out these same programs in similar, and in some cases expanded, detail. The Council will be asked to assign a priority level for each program. City Staff will then compile the Council's selection and bring back that compilation at the next available Council meeting.

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

- ❖ 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

- ❖ 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

- ❖ 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.

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.

75 **FINANCIAL IMPACTS**

76 Not applicable.

77 **STAFF RECOMMENDATION**

78 Not applicable.

79 **REQUESTED COUNCIL ACTION**

80 Review and discuss City services and begin the ranking and prioritization process.

81

Prepared by: Chris Miller, Finance Director

Attachments: A: Program Summary Matrix

B: Program Prioritization Selection Sheets

Administration Department

Program / Function	Description	Personnel	Supplies /	Other svcs	2009	Mandated ?		Level of Service			Performance Measure / Service Standard / Outputs
		Services	Materials	& Charges	Budget Total	Yes	Pct. Amt	Min. / Low	Med	High	
Customer Citizen Service	Responding to general citizen inquiries	\$ 61,198	\$ 904	\$ 2,278	\$ 64,380					X	
Procurement	Costs associated with purchasing department-related supplies	5,832	29	520	6,381					X	
Personnel Management	All personnel and human resource functions; hiring, benefits, etc.	113,368	568	15,597	129,533	X			X		
Records Retention	Tasks associated with adhering to mandated records retention requirements	1,706	100	-	1,806	X		X			
Elections	Duties related to conducting both primary and general elections	9,100	1,133	37	10,270	X			X		
City Council Support	Administrative support; scheduling, assembling packets, etc.	45,188	226	2,016	47,430	X				X	
Advisory Commission Support	Administrative support; scheduling, assembling packets, etc.	4,804	81	26	4,911	X				X	
City Council	City Council related activities, salaries, training, etc	42,880	-	137,680	180,560	X				X	
Human Rights Commission	Commission expenses	-	-	2,250	2,250	X			X		
Ethics Commission	Commission expenses	-	-	2,250	2,250	X		X			
Legal	Retainer and non-retainer for municipal and prosecutorial services	-	-	272,500	272,500	X				X	
Organizational Management	Planning, leading, and organizing department; training, leave hours	72,531	363	2,153	75,047	X			X		
Other / Unallocated (18%)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	177,057	177,057				n/a		
Total		\$ 356,607	\$ 3,404	\$ 614,364	\$ 974,375						

City of Roseville - 2010 Budgeting for Outcomes Process

Finance Department		Personnel	Supplies /	Other svcs	2009	Mandated ?	Level of Service			Performance Measure / Service Standard / Outputs	
Program / Function	Description	Services	Materials	& Charges	Budget Total	Yes	Pct. Amt	Min. / Low	Med		High
Banking & Investment Mgmt	Manage the City's investment portfolio and banking relationships	\$ 58,255	\$ 628	\$ 3,739	\$ 62,622	X		X			
Budgeting & Financial Planning	Prepare Budget, CIP, Financial Plan	62,974	246	5,738	68,958	X			X		Received GFOA Award for Budgeting document for 10th consecutive year
Business Licenses	Review, process, and manage all business licenses	2,728	11	118	2,857	X		X			
Cash Receipts / Receptionist	Process all receipts, main switchboard duties	72,138	282	3,457	75,877	X			X		Processed 40,000 receipts with 99% accuracy
Central Services	Accounts for City Hall paper, postage, etc.	-	27,000	49,520	76,520			X			Also received and routed 19,000 calls with a 30-second average
Contract Administration	JPA's, wireless lease agreements	21,576	84	1,414	23,074	X		X			
Debt Management	Manage all city and conduit debt financings and payments	16,399	64	1,854	18,317	X		X			
Economic Development	Assist in economic development activities	3,936	15	361	4,312			X			
Financial Accounting & Reporting	Perform all G/L, A/P, A/R, audit, and financial reporting	97,400	327	5,109	102,836	X			X		Received GFOA Award for Financial Reporting for 29th consecutive year
Gambling Licensing	Review, process, and manage all gambling licenses	2,728	11	132	2,871	X		X			Also processed 7,000 vendor payments with 99% accuracy
General Insurance	General Fund's share of the City's Property/Liability Insurance	-	-	80,000	80,000	X			X		
Payroll	Process all payrolls and reporting requirements	44,295	473	2,144	46,912	X			X		Successfully processed 8,000 paychecks with 99% accuracy
Purchasing	Issuing purchase orders	1,364	5	66	1,435	X		X			
Risk Management	Administer all property/liability and work comp claims	53,479	209	3,037	56,725	X			X		Processed 50 work comp and 35 property/liability claims
Organizational Management	Planning, leading, and organizing department; training, leave hours	14,849	17	245	15,111	X			X		
Other / Unallocated (14%)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	103,998	103,998					n/a	
Total		\$ 452,121	\$ 29,372	\$ 260,932	\$ 742,425						

City of Roseville - 2010 Budgeting for Outcomes Process

Public Works Department

					2009	Mandated ?		Level of Service			Performance Measure / Service Standard / Outputs
Program / Function	Description	Personnel Services	Supplies / Materials	Other svcs & Charges	Budget Total	Yes	Pct. Amt	Min. / Low	Med	High	
Citrizen Commission Support	Support PWETC; packet preparation, and familiarity with relevant issues	\$ 9,636	\$ 106	\$ 429	\$ 10,171	X		X			
Grass Lake Watershed Management	Staff participation with the Grass Lake WMO	6,998	77	689	7,764	X		X			
General Engineering	Design, maintenance and construction of streets, utilities, pathways	22,023	871	969	23,863				X		Number of resident issues addressed
Easement / ROW Permits	Plan review, inspection, corrective actions when necessary	1,095	392	91	1,578	X		X			Compliance/Issue approximately 170 permits annually
Community Development Planning	Review land use applications, building permits, attend Planning Comm.	22,434	246	850	23,530			X			Compliance/ Number of applications reviewed
Municipal State Aid Reporting	Required MSA reporting	1,598	18	50	1,666	X		X			Maximum funding received/ timeliness of reimbursement
Traffic Control / Mgmt. / Signs	Maintain 5,000 signs; replace 300 annually, street line painting/markings	83,424	22,376	34,273	140,073	X			X		compliance with standards
Arden Hills - Non project related	General enginnering services	5,944	65	203	6,212				X		Service Satisfaction/ Revenue
Falcon Heights - Non project	General enginnering services	2,479	27	88	2,594				X		Service Satisfaction/Revenue
Erosion Control Inspections	Plan review, inspection, corrective actions when necessary	5,421	59	206	5,686	X		X			Number of Permits Issued/Compliance
As-Built Drawings - Non project	Create and modify drawings for streets, utilities, etc.	19,975	219	1,450	21,644				X		Accuracy of Record Drawings
Survey - Miscellaneous	Collect surveys for park projects, property line identification, etc.	2,520	28	126	2,674				X		Number of problems addressed
GIS - Public Works	Develop databases and maps for all public works projects	55,495	609	1,670	57,774				X		Accuracy/Number of coverages
GIS - Coordination	Assist other departments with GIS data and maps	5,687	62	171	5,920				X		
GIS - Ramsey County User Group	Upkeep City's online mapping tool and coordinate data with Ramsey Co.	6,980	77	3,570	10,627				X		Cost savings
Buildings & Grounds Maintenance	City Hall, PW building, License Center	77,296	29,217	373,239	479,752	X		X			Maintenance cost per square foot
Snow Plowing	Plow 350 lane miles after 2" snowfall event	47,503	62,067	14,160	123,730				X		Full plowing > 2" snowfall event cleared within 12 hours/Cost per capita
Tree Trimming	Maintain 9,500 boulevard trees (20% annually)	33,256	3,506	8,168	44,930				X		9,500 boulevard trees. Trim approximately 20% annually
Equipment Ordering & Planning	Research, writing specifications, bid process, ordering	3,424	5	775	4,204				X		Fleet cost
ROW Maintenance & Mgmt.	Mowing, trash pickup, retaining walls, fencing, weeding, etc.	24,015	2,004	7,762	33,781	X			X		number of customer complaints/costs
Streetscape	Maintenance along Larpenteur, Co Road B, Lincoln Dr., McCarrons Blvd	20,513	2,163	4,955	27,631			X			number of customer complaints/costs
Street Maintenance & Repair	Maintain 350 lane miles of streets; cracksealing, patching, sealcoating	135,260	185,261	71,151	391,672				X		Pavement condition Index/ Cost per mile/percapita
Pathways Maintenance & Repair	Maintain 30+ parking lots, 65 miles of pathways and sidewalk	14,689	10,679	133,806	159,174				X		Pavement condition Index/ Cost per mile/percapita
Parks Activities	Assist in program setup, signage	6,272	661	1,638	8,571				X		
Haul Materials	Haul snow, compost, large trees, maintenance materials, etc.	12,088	1,274	6,721	20,083				X		
Vehicle Maintenance	Complete work orders, preventative maintenance	151,533	2,569	9,109	163,211				X		Repair cost/ Work orders completed
Project Planning & Management	Coordinate City's interests in State, County projects	73,605	1,163	3,119	77,887	X			X		1-3 Projects Annually
Design & Feasibility Studies	Prepare studies, assessment rolls, contracts, specifications, plan review	76,900	1,163	3,966	82,029				X		Annual Project Value \$2-\$4 million/ Engineering cost as percentage
Survey Pre-Construction	Survey services during design stage	21,367	388	749	22,504				X		Annual Project Value \$2-\$4 million/ Engineering cost as percentage
Survey Construction	Survey services during construction stage	13,440	343	516	14,299				X		Annual Project Value \$2-\$4 million/ Engineering cost as percentage
Inspections (Projects)	Oversee City projects	56,898	624	1,947	59,469				X		Annual Project Value \$2-\$4 million/ Engineering cost as percentage
Asbuilt Drawings (Projects)	Create and modify drawings for streets, utilities, etc. - PROJECTS	2,721	30	168	2,919	X			X		Accuracy of record drawings
Pending Assessments	Prepare assessment rolls, respond to inquiries	1,002	11	39	1,052	X			X		Number of Inquiries/ Number of properties assessed
GIS Public Works Project	Develop GIS data for projects	1,121	12	347	1,480				X		Number of Exhibits
Arden Hills - Project related	Coordinate City's interests in State, County projects	18,350	201	817	19,368	X			X		Hours spent/cost/ revenue
Falcon Heights - Project related	Coordinate City's interests in State, County projects	9,716	107	464	10,287	X			X		Hours spent/cost/ revenue
Customer Citizen Service	General services - phone and counter service, news publications, etc.	31,482	341	948	32,771				X		Number of Inquiries handled
Council Support	Prepare council actions, data collection, research and recommendations	15,937	192	701	16,830	X			X		
Training	Department specific training	52,815	-	8,350	61,165			X			Staff skill/knowledge level
Street Lighting	Maintain street lights, electrical costs for lighting	-	-	200,000	200,000				X		cost/outage history
Organizational Management	Planning, leading, and organizing department; training, leave hours	64,136	73	2,140	66,349	X			X		
Other / Unallocated (N/A)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	(61,549)	(61,549)					n/a	
Total		\$1,217,048	\$ 329,286	\$ 839,041	\$ 2,385,375						

City of Roseville - 2010 Budgeting for Outcomes Process

Parks & Recreation						Mandated ?		Level of Service			Performance Measure / Service Standard / Outputs
Program / Function	Description	Personnel Services	Supplies / Materials	Other svcs & Charges	2009 Budget Total	Yes	Pct. Amt	Min. / Low	Med	High	
Community Relations	Work with 20 plus civic clubs and organizations to assure positive image	\$ 11,538	\$ 104	\$ 173	\$ 11,815					X	Attend more than 50 community meetings/functions/special events
Commission Support	Overall time spent by director working with the P & R Commission	3,461	31	80	3,572	X				X	Prepare packets, attend 12 meetings per year
Special Events	Ex: Rosefest, Earth Day, spring celebration, halloween event, fundraising	74,342	16,461	46,855	137,658					X	Offer 73 community events involving 75,308 participants
Customer Citizen Service	Customer service/support staff - process registrations and answer inquiries	125,031	1,809	6,529	133,369					X	Process 8,272 activity registrations annually, 117,942 phone inquiries
Procurement	Managing and tracking purchasing, payments, financial statements, etc.	7,742	91	67	7,900	X				X	Implimentation of the Best Value Procurement Method
Payroll	Monitoring and preparing payroll for parks and recreation department	15,851	504	184	16,539	X				X	Prepare, review and process 100-165 time cards every two weeks
Cash Management	Time spent monitoring and preparing cash deposits, etc.	8,788	67	149	9,004	X				X	Prepare, handle and reconcile \$1.9M annually for department
Volunteers	Time spent by staff plus supplies to recruit, manage, encourage volunteers	47,024	4,508	2,018	53,550				X		3,190 volunteer experiences equating to \$300,000 to the City
Marketing	Time spent by staff plus supplies to prepare promotional materials	59,919	1,393	26,146	87,458				X		\$55,000 in sponsorship and recognition in programs and facilities
Solicit Funding	Grants, sponsorships, contributions, etc.	11,120	72	125	11,317				X		\$11,000 in art grants, \$55,000 FOR Parks, \$25,000 Central Park Foundation
Data Entry	Entry of facility and recreation information	34,112	306	791	35,209					X	8,272 program registrations, 465 vehicle and 902 facility reservations
Youth Programs	Activities and enrichment programs to improve quality of life for youth	263,120	53,220	95,794	412,134					X	535 programs; 50% of evaluations gave high marks except in facility quality
Adult Programs	Activities and enrichment programs to improve quality of life for adults	48,458	24,632	130,280	203,370					X	229 programs; 30% of evaluations gave high marks
Senior Programs	Activities and enrichment programs to improve quality of life for senior	14,038	2,057	4,023	20,118				X		92 activity offerings annually - limited by facilities available
Arts Programs	Activities and enrichment programs to improve quality of life for arts	9,174	1,727	17,388	28,289			X			severly limited by facilities available- 27 activity offerings annually
Fitness & Wellness Programs	Activities and enrichment programs to improve quality of life/healthy living	4,951	234	2,106	7,291			X			severly limited program facilities- 24 activity offerings annually
Equipment Maintenance	16 lighting systems, 14 irrigation systems, arboretum fountain, etc	25,286	3,044	23,847	52,177				X		Standard is that all are working properly, safely and effciently
Building Maintenance	HANC, Arboretum, 10 shelters and park buildings, 3 community gyms, etc	98,974	58,228	90,568	247,770	X			X		Buildings are cleaned daily when scheduled for use
Grounds Maintenance	30 parks, 18 hole disc golf course, 20,000 flowers, dog park, comm. Garder	168,288	18,525	30,591	217,404	X			X		Mowing, trimming and grooming of 500 acreas 1x per week
Athletic Fields Maintenance	59 softball/baseball/football/soccer fields, 8 basketball cts, 7 volleyball cts	25,189	10,237	34,814	70,240	X				X	138,470 participants. Minimal injuries on Fields and courts
Snow Plowing	Clear 67 miles of trails/walkways, park buildings, plus fire stations	31,649	2,414	219	34,282	X			X		15 miles of trails and 52 miles of pathways. Plow event at 2 inches.
Outdoor Ice Rinks/practice facilities	Prepare, flood, maintain and supervise 8 neighborhood outdoor ice rinks	34,460	2,688	6,355	43,503				X		Supervision provided 4-8 hrs/week per rink. Weekday maintenance only
Playground Structures & Equipment	Inspect, document and repair all 21 playground units in the system	23,358	4,189	4,748	32,295	X			X		Full inspection, documentation 3 X per year, repairs as required
Community Rental	2 community gyms, 4 picnic shelters, arboretum, amphitheatre, HANC, etc.	57,287	2,577	96,404	156,268	X				X	50,000 participants in Gyms, 39,346 at shelters and Arboretum
Training	Training activities for the entire Parks and Recreation Department	2,877	34	18,937	21,848	X			X		Safety and required training needs and education for the benefit of the City
Skating Center Programs	Contractual and in-house programs offered at the Skating Center	47,248	5,024	57,626	109,898					X	298,462 users , 18 special events annually
Skating Center Maintenance	General maintenance at the Skating Center	317,675	23,953	186,237	527,865	X				X	Ensure proper maintenance and upkeep of the arena, OVAL
Tree Sales	Trees are sold at cost to encourage additional tree plantings	-	2,280	120	2,400					X	Sell all trees that are ordered and deliver to residents that purchase
Organizational Management	Planning, leading, and organizing department; training, leave hours	298,136	5,848	22,998	326,982	X				X	100% compliance in 156 national standards, \$2.1 M in State/Guidant monies
Other / Unallocated (19%)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	728,520	728,520					n/a	Includes \$318,575 in unallocated PT staff costs
Total		\$1,869,096	\$ 246,257	\$1,634,692	\$ 3,750,045						

City of Roseville - 2010 Budgeting for Outcomes Process

Police Department		Personnel	Supplies /	Other svcs	2009	Mandated ?		Level of Service			Performance Measure / Service Standard / Outputs
Program / Function	Description	Services	Materials	& Charges	Budget Total	Yes	Pct. Amt	Min. /	Med	High	
Citizen Customer Service	General public services	\$ 1,037,391	\$ 47,643	\$ 35,215	\$ 1,120,249					X	Involved in every contact with public; front office processes 450 rpts/wk
Community Liaison	Providing information on law enforcement and police programs	221,078	16,259	2,088	239,425					X	7th nationally for similar size cities- NNO (90+ parties)
Alarms & Security Service	Enforcement of false alarms, including fines. Residential security checks	4,676	144	49	4,869	X			X		1,227 alarms in 2008
Fire Arms Permits	Process all gun permit applications per MN Statutes	13,340	686	2,722	16,748	X			X		186 processed in 2008
Background Investigations	Perform all required background checks for State and Local statutes	9,021	275	1,021	10,317	X				X	
Investigation	Investigate all major cases (incidents) that occur or originated in the City	729,257	36,263	46,232	811,752	X				X	
Crime Scene Processing	On-scene collection of evidence	31,888	2,108	5,326	39,322					X	2079 cases (2008); 213 / detective; 49% clearance rate--higher than MN avg
Patrolling	24 x 7 police patrol and first responder services	860,633	59,626	169,236	1,089,495	X				X	38,052 CFS; emer resp time 3 mins, avg 200 patrol contacts per day
Criminal Prosecutions	Present and forward cases to City/County Attorney, and other agencies	19,301	4,647	2,048	25,996					X	382 felony cases to Co Attorney; 95+% success rate, 182 juvs to diversion
Police Reports	Completing police reports, entering into records system	601,636	20,246	13,443	635,325	X				X	Approximately 25,000 incident reports are processed annually
Collaborate with Others	Collaboration with the public, State, County, and other agencies	69,207	2,484	802	72,493					X	Unions, courts, other LE agencies
Case Management	Planning, organizing, and oversight of criminal cases	148,750	5,891	1,832	156,473					X	Case Coordinator reviewed 4,484 cases in 2008
Execute Warrants	Write warrants, seek judicial approval, and then execute the warrant	24,948	784	1,018	26,750	X				X	61 search warrants executed- Detectives and SWAT
Tactical Planning	Department's SWAT team planning	10,522	340	2,311	13,173				X		175,000 people served by East Metro SWAT
Administrative Tickets	Costs associated with the issuance of administrative tickets	1,659	54	-	1,713			X			
Ramsey County Citations	Costs associated with the issuance of Ramsey County citations	2,761	1,221	29	4,011	X				X	20,081 contact/cites in 2008
Criminal Histories	Perform criminal history background checks	4,583	185	49	4,817					X	
Property Room Management	Secure evidence in accordance with state and federal court guidelines	23,711	1,051	251	25,013					X	5,700 pieces of evidence logged into property room
Fingerprinting	Fingerprinting services for the public	178	141	2	321					X	Generate \$6,000 annually
Police Records	Maintaining all police records in system	50,971	615	24,002	75,588					X	450 reports processed by front office staff weekly
Forfeitures	Processing all forfeited items, selling items at auction when applicable	9,445	356	100	9,901					X	38 vehicle sseized for forfeiture; 418 DWI & Narcotics arrests 2008
Security Services	Police services at special events	9,980	430	146	10,556				X		RAHS School Liaison officer contract with school district, 175 CFS 2008
Training	Mandated state training for police officers	33,737	620	14,877	49,234	X				X	POST mandatory, civil liability, 5,262 hrs of training
Community Service	Animal control, CSO's etc.	67,395	15,810	60,157	143,362				X		Animal Control by City Ordinance; CSO's 2,142 CFS 2008
Emergency Management	Outdoor warning siren maintenance, emergency mgmt training	-	1,735	11,850	13,585				X		Required to meet certain stds set forth by FEMO to be eligible for grants
Lake Patrol	Ramsey Co. Sheriff contract and other	-	-	18,050	18,050			X			
Organizational Management	Planning, leading, and organizing department; training, leave hours	467,342	19,687	1,900	488,929	X				X	
Other / Unallocated (13%)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	793,378	793,378					n/a	
Total		\$4,453,410	\$ 239,301	\$1,208,134	\$ 5,900,845						

City of Roseville - 2010 Budgeting for Outcomes Process

Fire Department		Personnel	Supplies /	Other svcs	2009	Mandated ?		Level of Service			Performance Measure / Service Standard / Outputs
<u>Program / Function</u>	<u>Description</u>	<u>Services</u>	<u>Materials</u>	<u>& Charges</u>	<u>Budget Total</u>	<u>Yes</u>	<u>Pct. Amt</u>	<u>Min. /</u>	<u>Med</u>	<u>High</u>	
Citizen Customer Service	Time spent to provide responses to citizen needs, questions, and requests	\$ 81,248	\$ 924	\$ 5,071	\$ 87,243				X		Currently 2 office/administrative positions
Procurement	Time spent researching and purchasing supplies, materials, and services	21,853	82	1,881	23,816				X		
Code Enforcement	Plan review, building inspection, identifying corrective actions	53,865	500	1,825	56,190	X				X	Fire Marshall and Inspector - 20+ years experience
Emergency Management	Preparing for disasters, disaster response, planning, training and recovery	10,255	106	1,892	12,253	X			X		
Station Duties	Cleaning and general maintenance of three fire stations and vehicles	94,380	5,236	-	99,616				X		
Equipment Maintenance	Maintaining department equipment	81,265	7,887	5,262	94,414				X		
Building Maintenance	Maintaining fire stations	1,244	3,060	3,562	7,866				X		
Incident Reports	Processing fire and EMS patient reports (approx 4,200 per year)	56,749	575	1,825	59,149	X				X	New software purchased in 2008 for improved capability
Fire Fighting	Response to fire emergencies, auto accidents, rescue incidents, etc.	241,591	30,244	90,435	362,270	X			X		7 Full-time / 62 part-time. Average response time = 3 mins. 39 secs.
Fire Prevention	Safety education, fire safety inspections, code enforcement	32,960	598	1,968	35,526				X		
Fire Investigation	Determining the cause and contributing factors on the origin of any fire	6,428	286	3,636	10,350	X				X	Fire Marshall and Inspector - 20+ years experience
Fire Inspections	Inspecting all multiple family, commercial, retail, and industrial occupancie	52,368	486	786	53,640	X			X		
Emergency Medical Services	Providing advanced medical response to residents and visitors of Roseville	244,058	18,585	59,381	322,024				X		7 Full-time / 62 part-time. Average response time = 3 mins. 39 secs.
Training	Required training certification per the State of Minnesota	198,214	185	3,644	202,043	X				X	
Organizational Management	Planning, leading, and organizing department; training, leave hours	125,472	955	4,371	130,798	X			X		
Other / Unallocated (5%)	Represents labor hours, supplies, etc. NOT allocated to a program	-	-	85,932	85,932					n/a	
Total		\$ 1,301,950	\$ 69,709	\$ 271,471	\$ 1,643,130						

City of Roseville - 2010 Budgeting for Outcomes Process

Miscellaneous						2009	Mandated ?	Level of Service			Performance Measure / Service Standard / Outputs
<u>Program / Function</u>	<u>Description</u>	Personnel <u>Services</u>	Supplies / <u>Materials</u>	Other svcs <u>& Charges</u>	Budget <u>Total</u>	<u>Pct.</u>		<u>Min. /</u>	<u>Med</u>	<u>High</u>	
Debt Service	Payment of principle and interest on bonds	\$ -	\$ -	\$ 1,690,000	\$ 1,690,000	X			n/a		
Park Improvement Program	Major repairs, renovations, replacements of parks infrastructure	-	-	215,000	215,000			X		CIP identifies funding need @ \$2,000,000 annually	
Pathway Maintenance	Major repairs, renovations, replacements of pathways, parking lots	-	-	140,000	140,000			X		CIP identifies funding need of \$367,000 annually	
Boulevard Landscaping	Maintenance of enhanced landscaping areas (Co. Rd C, Larepenteur, etc.)	-	-	60,000	60,000				X		
Fire Relief Association	City share of the pension costs for paid-on-call firefighters	-	-	207,000	207,000	X			n/a		
Other	\$190K for debt, \$50K IT, \$25K Bldg Replacement	-	-	265,000	265,000			X			
Total		\$ -	\$ -	\$ 2,577,000	\$ 2,577,000						
Total - All Tax Supported Programs					\$17,973,195						

City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Attachment B

Department /		Councilmembers					Composite
<u>Division</u>	<u>Program / Function</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	
		<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>
City Council	Annual Audit	-	-	-	-	-	-
City Council	TNT Hearing	-	-	-	-	-	-
City Council	Council salaries	-	-	-	-	-	-
City Council	Northwest Youth & Family Services contribution	-	-	-	-	-	-
City Council	Human Rights Commission	-	-	-	-	-	-
City Council	Ethics Commission	-	-	-	-	-	-
City Council	Recording Secretary	-	-	-	-	-	-
City Council	Nat'l League of Cities conference	-	-	-	-	-	-
City Council	League of MN Cities membership	-	-	-	-	-	-
City Council	Suburban Rate Authority membership	-	-	-	-	-	-
City Council	RCLLG membership	-	-	-	-	-	-
City Council	Twin Cities Chamber membership	-	-	-	-	-	-
City Council	Roseville Senior Program contribution	-	-	-	-	-	-
City Council	Other (4%)	n/a	n/a	n/a	n/a	n/a	n/a

Priority Ranking Chart: Description

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department / Division	Program / Function	Councilmembers					Composite Rank
		A Rank	B Rank	C Rank	D Rank	E Rank	
Administration Elections		-	-	-	-	-	-
Administration Legal Services		-	-	-	-	-	-
Administration Admin - City Manager position		-	-	-	-	-	-
Administration Admin - City Council support		-	-	-	-	-	-
Administration Admin - Personnel Management		-	-	-	-	-	-
Administration Admin - Citizen support services		-	-	-	-	-	-
Administration Admin - Organizational Management		-	-	-	-	-	-
Administration Admin - Other (9%)		n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department /		Councilmembers					Composite
<u>Division</u>	<u>Program / Function</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>Rank</u>
Finance	Central Services	-	-	-	-	-	-
Finance	Contingency	-	-	-	-	-	-
Finance	General Fund Insurance	-	-	-	-	-	-
Finance	Finance - Finance Director position	-	-	-	-	-	-
Finance	Finance - Risk Management	-	-	-	-	-	-
Finance	Finance - Business licensing	-	-	-	-	-	-
Finance	Finance - Contract administration	-	-	-	-	-	-
Finance	Finance - Financial acct./reporting	-	-	-	-	-	-
Finance	Finance - Payroll	-	-	-	-	-	-
Finance	Finance - Cash receipts	-	-	-	-	-	-
Finance	Finance - Software maintenance	-	-	-	-	-	-
Finance	Finance - Banking / investing	-	-	-	-	-	-
Finance	Finance - Reception Desk	-	-	-	-	-	-
Finance	Finance - Organizational Management	-	-	-	-	-	-
Finance	Finance - Other (4%)	n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department /		Councilmembers					Composite
<u>Division</u>	<u>Program / Function</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	
		<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>
Police	Admin - Police Chief position	-	-	-	-	-	-
Police	Admin - Business licensing, compliance	-	-	-	-	-	-
Police	Admin - Pawn shop oversight	-	-	-	-	-	-
Police	Admin - Security alarm responses	-	-	-	-	-	-
Police	Admin - School Liaison	-	-	-	-	-	-
Police	Admin - Animal control	-	-	-	-	-	-
Police	Admin - Fire arms permits	-	-	-	-	-	-
Police	Admin - Background investigations	-	-	-	-	-	-
Police	Admin - Criminal prosecutions	-	-	-	-	-	-
Police	Admin - Execute warrants	-	-	-	-	-	-
Police	Patrol - RMS maintenance	-	-	-	-	-	-
Police	Patrol - Ramsey Co. Radio support	-	-	-	-	-	-
Police	Patrol - Dispatch	-	-	-	-	-	-
Police	Patrol - Training (state aid)	-	-	-	-	-	-
Police	Patrol - Patrol (state aid)	-	-	-	-	-	-
Police	Investigations - investigations	-	-	-	-	-	-
Police	Investigations - crime scene processing	-	-	-	-	-	-
Police	Admin - Police reports	-	-	-	-	-	-
Police	Admin - Police records	-	-	-	-	-	-
Police	Patrol - Patrol other	-	-	-	-	-	-
Police	Patrol - Citizen customer service	-	-	-	-	-	-
Police	Patrol - Community Liaison	-	-	-	-	-	-
Police	Patrol - Collaborate with others	-	-	-	-	-	-
Police	Patrol - Case management	-	-	-	-	-	-
Police	Comm Svcs - general	-	-	-	-	-	-
Police	Emergency Mgmt - general	-	-	-	-	-	-
Police	Admin - Organizational Management	-	-	-	-	-	-
Police	Police - Other (3%)	n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department /		Councilmembers					Composite
<u>Division</u>	<u>Program / Function</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>Rank</u>
		<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>
Fire	Admin - Fire Chief position	-	-	-	-	-	-
Fire	Prevention - Inspections & Code enforcement	-	-	-	-	-	-
Fire	Admin - Procurement	-	-	-	-	-	-
Fire	Admin -Emergency mgmt.	-	-	-	-	-	-
Fire	Firefighting - Citizen customer service	-	-	-	-	-	-
Fire	Firefighting - Station duties	-	-	-	-	-	-
Fire	Firefighting - Equipment maintenance	-	-	-	-	-	-
Fire	Firefighting - Building maintenance	-	-	-	-	-	-
Fire	Firefighting - General	-	-	-	-	-	-
Fire	Firefighting - Emergency Medical Services	-	-	-	-	-	-
Fire	Training	-	-	-	-	-	-
Fire	Fire - Organizational Management	-	-	-	-	-	-
Fire	Fire - Other	n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department / Division	Program / Function	Councilmembers					Composite Rank
		A Rank	B Rank	C Rank	D Rank	E Rank	
Public Works	Admin - PW Director position	-	-	-	-	-	-
Public Works	Admin - ROW Management	-	-	-	-	-	-
Public Works	Admin - City Council support	-	-	-	-	-	-
Public Works	Admin - Advisory Commission support	-	-	-	-	-	-
Public Works	Admin - Grass Lake WMO	-	-	-	-	-	-
Public Works	Admin - MSA Reporting	-	-	-	-	-	-
Public Works	Admin - Erosion control inspections	-	-	-	-	-	-
Public Works	Admin - Arden Hills, Falcon Heights contract	-	-	-	-	-	-
Public Works	Admin - Project planning	-	-	-	-	-	-
Public Works	Admin - Design and feasibility studies	-	-	-	-	-	-
Public Works	Admin - Project surveying	-	-	-	-	-	-
Public Works	Admin - Project inspections	-	-	-	-	-	-
Public Works	Admin - Customer Citizen services	-	-	-	-	-	-
Public Works	Streets - MSA Road maintenance	-	-	-	-	-	-
Public Works	Streets - General maintenance	-	-	-	-	-	-
Public Works	Streets - Traffic control, mgmt, Signs	-	-	-	-	-	-
Public Works	Streets - Snow plowing	-	-	-	-	-	-
Public Works	Streets - Tree trimming	-	-	-	-	-	-
Public Works	Streets - Streetscape	-	-	-	-	-	-
Public Works	Streets - Pathway maintenance & repair	-	-	-	-	-	-
Public Works	Streets - Hauling materials	-	-	-	-	-	-
Public Works	Street Lighting	-	-	-	-	-	-
Public Works	Bldg Maint - custodial	-	-	-	-	-	-
Public Works	Bldg Maint - general	-	-	-	-	-	-
Public Works	Vehicle Maint -	-	-	-	-	-	-
Public Works	Public Works - Organizational Management	-	-	-	-	-	-
Public Works	Public Works - Other (1%)	n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department / Division	Program / Function	Councilmembers					Composite Rank
		A Rank	B Rank	C Rank	D Rank	E Rank	
Parks & Rec	Admin - Parks Director position	-	-	-	-	-	-
Parks & Rec	Admin - Parks Commission support	-	-	-	-	-	-
Parks & Rec	Admin - Payroll	-	-	-	-	-	-
Parks & Rec	Admin - Cash management	-	-	-	-	-	-
Parks & Rec	Admin - Community Relations	-	-	-	-	-	-
Parks & Rec	Admin - Special Events	-	-	-	-	-	-
Parks & Rec	Admin - Customer Citizen Service	-	-	-	-	-	-
Parks & Rec	Admin - Procurement	-	-	-	-	-	-
Parks & Rec	Admin - Volunteers	-	-	-	-	-	-
Parks & Rec	Admin - Marketing	-	-	-	-	-	-
Parks & Rec	Admin - Solicit Fundraising	-	-	-	-	-	-
Parks & Rec	Admin - Data Entry	-	-	-	-	-	-
Parks & Rec	Admin - Training	-	-	-	-	-	-
Parks & Rec	Admin - Tree Sales	-	-	-	-	-	-
Parks & Rec	Programs - Youth	-	-	-	-	-	-
Parks & Rec	Programs - Adult	-	-	-	-	-	-
Parks & Rec	Programs - Senior	-	-	-	-	-	-
Parks & Rec	Programs - Arts	-	-	-	-	-	-
Parks & Rec	Programs - Wellness	-	-	-	-	-	-
Parks & Rec	Skating Center - Programs	-	-	-	-	-	-
Parks & Rec	Skating Center - Maintenance	-	-	-	-	-	-
Parks & Rec	Skating Center - Other	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Equipment	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Buildings	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Grounds	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Athletic Fields	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Snow Plowing	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Outdoor Ice Rinks	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Playground structures	-	-	-	-	-	-
Parks & Rec	Parks Maint. - Community Rental	-	-	-	-	-	-
Parks & Rec	Park & Rec - Organizational Management	-	-	-	-	-	-
Parks & Rec	Park & Rec - Park Master Plan	-	-	-	-	-	-
Parks & Rec	Park & Rec - Other (1%)	n/a	n/a	n/a	n/a	n/a	n/a

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City of Roseville

2010 Budgeting for Outcomes Prioritization Process

Property-Tax Supported Programs

Department /		Councilmembers					Composite
<u>Division</u>	<u>Program / Function</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>Rank</u>
		<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>
Miscellaneous	Fire Relief contribution	-	-	-	-	-	-
Miscellaneous	Debt Service	-	-	-	-	-	-
Miscellaneous	Park Improvement Program	-	-	-	-	-	-
Miscellaneous	Pathway Maintenance Program	-	-	-	-	-	-
Miscellaneous	Boulevard Maintenance Program	-	-	-	-	-	-
Miscellaneous	\$50K IT, \$25K Bldg Replacement	-	-	-	-	-	-
Miscellaneous	Unallocated revenue *	n/a	n/a	n/a	n/a	n/a	n/a

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