



# City Council Agenda

Monday, November 16, 2009

6:00 p.m.

City Council Chambers

*(Times are Approximate)*

- |           |                                                                                                                    |
|-----------|--------------------------------------------------------------------------------------------------------------------|
| 6:00 p.m. | <b>1. Roll Call</b>                                                                                                |
|           | Voting & Seating Order for November:<br>Roe, Pust, Johnson, Ihlan and Klausing                                     |
| 6:02 p.m. | <b>2. Approve Agenda</b>                                                                                           |
| 6:05 p.m. | <b>3. Public Comment</b>                                                                                           |
| 6:10 p.m. | <b>4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report</b>            |
|           | a. Housing and Redevelopment Authority Quarterly Update                                                            |
| .         | <b>5. Recognitions, Donations, Communications</b>                                                                  |
| 6:30 p.m. | <b>6. Approve Minutes</b>                                                                                          |
|           | a. Approve November 9, 2009 Minutes                                                                                |
| 6:35 p.m. | <b>7. Approve Consent Agenda</b>                                                                                   |
|           | a. Approve Payments                                                                                                |
| 6:40 p.m. | <b>8. Consider Items Removed from Consent</b>                                                                      |
|           | <b>9. General Ordinances for Adoption</b>                                                                          |
| 6:45 p.m. | a. Adopt an Ordinance approving the 2010 Fee Schedule                                                              |
|           | <b>10. Presentations</b>                                                                                           |
| 6:55 p.m. | a. Budget Discussion – Finalize 2010 Tax Levy and Budget                                                           |
| 7:55 p.m. | b. Receive Public Comment on 2010 Budget                                                                           |
|           | <b>11. Public Hearings</b>                                                                                         |
| 8:25 p.m. | a. Conduct a Public Hearing for an On-Sale Intoxicating Liquor License for Crab Addison, Inc. dba Joe's Crab Shack |
|           | <b>12. Business Items (Action Items)</b>                                                                           |
| 8:35 p.m. | a. Approve an On-Sale Intoxicating Liquor License for Crab Addison, Inc. dba Joe's Crab Shack                      |

- 8:40 p.m.            b. Adopt a Resolution Approving the Request by Richard Martin 2970 Mildred Drive for a 1008-square foot accessory structure as a Conditional Use, and  
Adopt a Resolution Denying the Request by Richard Martin 2970 Mildred Drive for a Variance to Section 1004 of the City Code
- 8:55 p.m.            c. Approve the Request by Clearwire, LLC for approval of a Conditional Use for a 150-foot telecommunication tower at City Hall Campus (PF09-031)
- 9:10 p.m.            d. Approve Housing Improvement Area (HIA) Policy
- 9:30 p.m.            e. Adopt a Resolution Approving the 2010 Utility Rate Adjustments

**13. Business Items – Presentations/Discussions**

- 9:40 p.m.    **14. City Manager Future Agenda Review**

- 9:45 p.m.    **15. Councilmember Initiated Items for Future Meetings**

**16. Adjourn**

*Some Upcoming Public Meetings.....*

|           |        |           |                                                                          |
|-----------|--------|-----------|--------------------------------------------------------------------------|
| Tuesday   | Nov 17 | 6:00 p.m. | Housing & Redevelopment Authority                                        |
| Wednesday | Nov 18 | 6:00 pm.  | Ethics Training<br>(6:00 p.m. Refreshments - 7:00 p.m. Training Session) |
| Wednesday | Nov 18 | 6:30 p.m. | Parks Master Plan Advisory Team Meeting                                  |
| Monday    | Nov 23 | 6:00 p.m. | City Council Meeting                                                     |
| Tuesday   | Nov 24 | 6:30 p.m. | Public Works, Environment & Transportation Commission                    |
| Tuesday   | Dec 1  | 6:30 p.m. | Parks & Recreation Commission                                            |
| Wednesday | Dec 2  | 6:30 p.m. | Planning Commission                                                      |
| Monday    | Dec 7  | 6:00 p.m. | Truth in Taxation - City Council Meeting                                 |
| Tuesday   | Dec 9  | 6:30 p.m. | Human Rights Commission                                                  |
| Monday    | Nov 16 | 6:00 p.m. | City Council Meeting                                                     |

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

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11/16/09  
Item No.: 4.a

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Department Approval

*P. Trudgeon*

City Manager Approval

*W. Mahinen*

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Item Description: Roseville HRA Quarterly Update

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**BACKGROUND**

Staff will provide the City Council with an update on Roseville HRA activities undertaken in the past three months.

**REQUESTED COUNCIL ACTION**

No action required.

Prepared by: Pat Trudgeon, Roseville HRA Executive Director (651) 792-7071

Attachments: None

Date: 11/16/09

Item: 6.a

Minutes of 11/09/09

No Attachment

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11/16/2009

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   | \$102,393.86 |
| 56874—56928    | \$443,369.65 |
| Total          | \$545,763.51 |

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: 11/10/2009 - 4:02 PM

| Check Number | Check Date | Fund Name                  | Account Name                | Vendor Name                  | Description                            | Amount |
|--------------|------------|----------------------------|-----------------------------|------------------------------|----------------------------------------|--------|
| 0            | 11/03/2009 | Sanitary Sewer             | Motor Fuel                  | Now & Later-ACH              | Fuel                                   | 51.00  |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Home Depot- ACH              | Stud, Bolts                            | 50.06  |
| 0            | 11/03/2009 | P & R Contract Maintenance | Operating Supplies          | Home Depot- ACH              | Washers, Screws                        | 57.70  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Home Depot- ACH              | Floor Finish, Stakes, Stripper         | 202.98 |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Home Depot- ACH              | Credit                                 | -84.52 |
| 0            | 11/03/2009 | Information Technology     | Contract Maintenance        | Local Link, Inc.-ACH         | Hosting                                | 12.50  |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Featherlite Exhibits-ACH     | Aluminum Brackets                      | 24.64  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Office Depot- ACH            | Office Supplies                        | 16.94  |
| 0            | 11/03/2009 | License Center             | Office Supplies             | Target- ACH                  | Hand Sanitizer                         | 14.05  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Target- ACH                  | Summer Options Supplies                | 15.27  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Target- ACH                  | Summer Options Supplies                | 68.04  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Target- ACH                  | Storage Containers                     | 16.00  |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Fed Ex Kinko's-ACH           | NNO Pictures                           | 20.51  |
| 0            | 11/03/2009 | Police Forfeiture Fund     | Professional Services       | Crucial.Com-ACH              | HP Computer Upgrade                    | 61.05  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Medeo Supply-ACH             | Coach Tape                             | 155.54 |
| 0            | 11/03/2009 | Recreation Fund            | Use Tax Payable             | Medeo Supply-ACH             | Sales/Use Tax                          | -10.01 |
| 0            | 11/03/2009 | Water Fund                 | Operating Supplies          | Suburban Ace Hardware-ACH    | Menderhose                             | 3.20   |
| 0            | 11/03/2009 | General Fund               | Memberships & Subscriptions | Intl Assn of Fire Chiefs-ACH | Annual Membership Dues                 | 204.00 |
| 0            | 11/03/2009 | General Fund               | Salaries - Regular          | Holiday-ACH                  | Refreshments                           | 6.85   |
| 0            | 11/03/2009 | General Fund               | Salaries - Regular          | Holiday-ACH                  | Refreshments                           | 2.76   |
| 0            | 11/03/2009 | Police - DWI Enforcement   | Professional Services       | RadioShack-ACH               | DWI Telephones                         | 42.83  |
| 0            | 11/03/2009 | Storm Drainage             | Operating Supplies          | Boaters Outlet-ACH           | Midwest Weed Rake                      | 117.83 |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Dominos Pizza-ACH            | Dance Staff Training Supplies          | 36.37  |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Next Day Gourmet- ACH        | Replacement Chairs for Fire Station #3 | 428.50 |
| 0            | 11/03/2009 | Information Technology     | Operating Supplies          | Buy.com- ACH                 | Notebook Case                          | 62.56  |
| 0            | 11/03/2009 | Information Technology     | Use Tax Payable             | Buy.com- ACH                 | Sales/Use Tax                          | -4.02  |
| 0            | 11/03/2009 | Recreation Fund            | Office Supplies             | Office Depot- ACH            | Office Supplies                        | 238.36 |
| 0            | 11/03/2009 | General Fund               | Training                    | Boston Market-ACH            | Department Head Retreat Meal           | 54.37  |
| 0            | 11/03/2009 | General Fund               | Training                    | Davanni's -ACH               | Staff Meeting/EMS Trainig Food         | 189.97 |
| 0            | 11/03/2009 | Storm Drainage             | Operating Supplies          | McNards-ACH                  | Mortar                                 | 80.13  |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Michaels-ACH                 | Custom Frame                           | 44.03  |
| 0            | 11/03/2009 | Recreation Fund            | Office Supplies             | Office Depot- ACH            | Office Supplies                        | 99.22  |

| Check Number | Check Date | Fund Name                  | Account Name                | Vendor Name                  | Description                               | Amount   |
|--------------|------------|----------------------------|-----------------------------|------------------------------|-------------------------------------------|----------|
| 0            | 11/03/2009 | Recreation Fund            | Office Supplies             | Office Depot- ACH            | Office Supplies                           | 38.69    |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Home Depot- ACH              | Air Compressor                            | 338.41   |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Best Buy- ACH                | Camera Memory Card                        | 26.77    |
| 0            | 11/03/2009 | General Fund               | Training                    | Target- ACH                  | Beverages for Training/Staff Meeting      | 19.24    |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Byerly's- ACH                | Candy, Paper Plates                       | 21.83    |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | North Hgts Hardware Hank-ACH | Disinfectant Wipes                        | 22.63    |
| 0            | 11/03/2009 | Recreation Fund            | Office Supplies             | Office Depot- ACH            | Office Supplies                           | 35.95    |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Cub Foods- ACH               | Sprouts Snacks                            | 40.09    |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Target- ACH                  | Tire Darkening Spray                      | 6.29     |
| 0            | 11/03/2009 | Recreation Fund            | Professional Services       | SHI-ACH                      | Acrobat STD                               | 154.97   |
| 0            | 11/03/2009 | Recreation Fund            | Professional Services       | SHI-ACH                      | Product Upgrade License                   | 1,550.76 |
| 0            | 11/03/2009 | General Fund               | Professional Services       | SHI-ACH                      | Adobe Photoshop                           | 86.57    |
| 0            | 11/03/2009 | General Fund               | Memberships & Subscriptions | Intl Assn of Fire Chiefs-ACH | Membership Dues                           | 229.00   |
| 0            | 11/03/2009 | Sanitary Sewer             | Operating Supplies          | Home Depot- ACH              | Lift Station Supplies                     | 277.42   |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Max & Erma's - ACH           | Meal During Conference                    | 16.92    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Max & Erma's - ACH           | Meal During Conference                    | 16.96    |
| 0            | 11/03/2009 | Police - DWI Enforcement   | Professional Services       | U of M CCE Online-ACH        | Toward Zero Death Conference-<br>Wahtera  | 85.00    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Max & Erma's - ACH           | Meal During Conference                    | 20.27    |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Motion Industries-ACH        | Vehicle Exhaust System Repair             | 26.68    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Mykonos Gyros-ACH            | Meal During Conference                    | 7.70     |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Cuppy's Coffee-ACH           | Beverage During Conference                | 4.95     |
| 0            | 11/03/2009 | Storm Drainage             | Operating Supplies          | Menards-ACH                  | Rakes for Leaf Program                    | 212.72   |
| 0            | 11/03/2009 | Water Fund                 | Operating Supplies          | Ace Hardware-ACH             | Fall Grass Seed                           | 10.70    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | American Public Works -ACH   | Conference Supplies                       | 5.00     |
| 0            | 11/03/2009 | General Fund               | Operating Supplies          | Home Depot- ACH              | Fire Station Supplies                     | 3.53     |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Home Depot- ACH              | Quikrete                                  | 12.53    |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | Home Depot- ACH              | Quikrete, Grout                           | 59.49    |
| 0            | 11/03/2009 | Recreation Fund            | Contract Maintenance        | Broadway Rental-ACH          | Sand Blaster Rental                       | 73.69    |
| 0            | 11/03/2009 | Recreation Fund            | Contract Maintenance        | Broadway Rental-ACH          | Sand Blaster Rental                       | 10.69    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Johnny Rocket-ACH            | Meal During Conference                    | 14.60    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Sarefino's-ACH               | Meal During Conference                    | 5.25     |
| 0            | 11/03/2009 | Recreation Fund            | Operating Supplies          | World Centric-ACH            | Cups for Conference                       | 102.58   |
| 0            | 11/03/2009 | Recreation Fund            | Use Tax Payable             | World Centric-ACH            | Sales/Use Tax                             | -6.60    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Subway-ACH                   | Meal During Conference                    | 5.59     |
| 0            | 11/03/2009 | Community Development      | Operating Supplies          | Suburban Ace Hardware-ACH    | Equipment Repair                          | 30.00    |
| 0            | 11/03/2009 | General Fund               | Miscellaneous               | Byerly's- ACH                | Refreshments for Chinese Delegation       | 4.99     |
| 0            | 11/03/2009 | General Fund               | Miscellaneous               | Cub Foods- ACH               | Refreshments for Chinese Delegation       | 14.03    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | NWA Air-ACH                  | Baggage Charge-Public Works<br>Conference | 15.00    |
| 0            | 11/03/2009 | General Fund               | Conferences                 | Crowne Plaza-ACH             | Lodging During Conference                 | 649.12   |
| 0            | 11/03/2009 | Storm Drainage             | Operating Supplies          | Certified Laboratories-ACH   | Safety Vests                              | 130.11   |
| 0            | 11/03/2009 | Boulevard Landscaping      | Operating Supplies          | Menards-ACH                  | Splitrail Repairs                         | 94.10    |
| 0            | 11/03/2009 | P & R Contract Maintenance | Operating Supplies          | Suburban Ace Hardware-ACH    | Cleaning Supplies                         | 14.97    |

| Check Number | Check Date | Fund Name                 | Account Name                   | Vendor Name                    | Description                              | Amount    |
|--------------|------------|---------------------------|--------------------------------|--------------------------------|------------------------------------------|-----------|
| 0            | 11/03/2009 | Recreation Fund           | Operating Supplies             | Target- ACH                    | Wild Rice Fest Supplies                  | 6.98      |
| 0            | 11/03/2009 | Police - DWI Enforcement  | Professional Services          | U of M CCE Online-ACH          | Toward Zero Death Conference-Lowther     | 85.00     |
| 0            | 11/03/2009 | General Fund              | Training                       | Rocco's Pizza-ACH              | Food for Fire Chiefs Meeting             | 78.00     |
| 0            | 11/03/2009 | Information Technology    | Operating Supplies             | Newegg.Com-ACH                 | Computer Supplies                        | 456.28    |
| 0            | 11/03/2009 | Information Technology    | Use Tax Payable                | Newegg.Com-ACH                 | Sales/Use Tax                            | -29.35    |
| 0            | 11/03/2009 | Building Improvements     | Skating Center MN Bonding Proj | All Seasons Rental- ACH        | Supplies for Oval Tarmac Project         | 185.52    |
| Check Total: |            |                           |                                |                                |                                          | 7,550.33  |
| 0            | 11/05/2009 | Storm Drainage            | Professional Services          | Stork Twin City Testing Corp.  | Sample Collection-Lab Testing-Walsh Lake | 3,420.00  |
| 0            | 11/05/2009 | Water Fund                | Professional Services          | Elecsys International Corp.    | Software Support Fee-Dec 2009            | 93.65     |
| 0            | 11/05/2009 | Water Fund                | Use Tax Payable                | Elecsys International Corp.    | Sales/Use Tax                            | -6.02     |
| 0            | 11/05/2009 | General Fund              | Contract Maintenance Vehicles  | Catco Parts & Service Inc      | 2009 Blanket PO for Vehicle Repairs      | 323.52    |
| 0            | 11/05/2009 | General Fund              | Vehicle Supplies               | Catco Parts & Service Inc      | 2009 Blanket PO for Vehicle Repairs      | 211.32    |
| 0            | 11/05/2009 | General Fund              | Vehicle Supplies               | Catco Parts & Service Inc      | 2009 Blanket PO for Vehicle Repairs      | 325.07    |
| 0            | 11/05/2009 | Recreation Fund           | Operating Supplies             | Gopher Bearing. Corp.          | Bearing Insert, Sprocket                 | 104.20    |
| 0            | 11/05/2009 | Community Development     | Transportation                 | Joel Koepp                     | Mileage Reimbursement-GIS Conference     | 163.90    |
| 0            | 11/05/2009 | Recreation Fund           | Conferences                    | Jill Anfang                    | NRPA Conference Reimbursement            | 85.90     |
| 0            | 11/05/2009 | License Center            | Transportation                 | Jill Theisen                   | Mileage Reimbursement                    | 199.10    |
| 0            | 11/05/2009 | Recreation Fund           | Professional Services          | Daniel Kuch                    | Community Band Director-3rd Qtr          | 500.00    |
| 0            | 11/05/2009 | Community Development     | Transportation                 | Thomas Paschke                 | Mileage Reimbursement                    | 58.85     |
| 0            | 11/05/2009 | Recreation Fund           | Transportation                 | Nicole Dietman                 | Mileage Reimbursement                    | 85.80     |
| 0            | 11/05/2009 | Recreation Fund           | Transportation                 | Nicole Dietman                 | Mileage Reimbursement                    | 41.80     |
| 0            | 11/05/2009 | Community Development     | Conferences                    | Joel Koepp                     | Lodging Reimbursement-GIS Conference     | 97.50     |
| 0            | 11/05/2009 | General Fund              | 211403 - Flex Spend Day Care   |                                | Dependent Care Reimbursement             | 166.15    |
| 0            | 11/05/2009 | General Fund              | 211000 - Deferered Comp.       | ICMA Retirement Trust 457-3002 | Payroll Deduction for 11/3 Payroll       | 5,504.18  |
| 0            | 11/05/2009 | General Fund              | 210501 - PERA Life Ins. Ded.   | NCPERS Life Ins#7258500        | Payroll Deduction for 11/3 Payroll       | 80.00     |
| 0            | 11/05/2009 | General Fund              | 210600 - Union Dues Deduction  | Local Teamsters #320           | Payroll Deduction for 11/3 Payroll       | 578.24    |
| 0            | 11/05/2009 | Housing & Redevelopment A | Transportation                 | Jeanne Kelsey                  | Expense Reimbursement                    | 6.00      |
| 0            | 11/05/2009 | Housing & Redevelopment A | Transportation                 | Jeanne Kelsey                  | Expense Reimbursement                    | 20.00     |
| 0            | 11/05/2009 | Housing & Redevelopment A | Transportation                 | Jeanne Kelsey                  | Expense Reimbursement                    | 45.10     |
| 0            | 11/05/2009 | General Fund              | 210700 - Minnesota Benefit Ded | MN Benefit Association         | Payroll Deduction for 11/3 Payroll       | 1,249.32  |
| 0            | 11/05/2009 | General Fund              | 211402 - Flex Spending Health  |                                | Flexible Benefit Reimbursement           | 2,020.18  |
| 0            | 11/05/2009 | General Fund              | 211402 - Flex Spending Health  |                                | Flexible Benefit Reimbursement           | 30.55     |
| 0            | 11/05/2009 | General Fund              | 211403 - Flex Spend Day Care   |                                | Dependent Care Reimbursement             | 364.62    |
| 0            | 11/05/2009 | General Fund              | 211402 - Flex Spending Health  |                                | Flexible Benefit Reimbursement           | 249.95    |
| 0            | 11/05/2009 | Charitable Gambling       | Professional Services          | No Suburban Community Foundati | Remit Proceeds                           | 18,000.00 |
| 0            | 11/05/2009 | General Fund              | Operating Supplies             | City of St. Paul               | Paper                                    | 307.50    |
| 0            | 11/05/2009 | General Fund              | Operating Supplies             | North Heights Hardware Hank    | Single Cut Key                           | 16.95     |
| 0            | 11/05/2009 | General Fund              | Operating Supplies             | North Heights Hardware Hank    | Spray Paing                              | 37.18     |

| Check Number | Check Date | Fund Name                  | Account Name                   | Vendor Name                 | Description                     | Amount    |
|--------------|------------|----------------------------|--------------------------------|-----------------------------|---------------------------------|-----------|
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | 25 Watt                         | 1.89      |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | Fasteners, Anchors, Nails       | 9.25      |
| 0            | 11/05/2009 | Grass Lake Water Mgmt. Org | Professional Services          | Barr Engineering Co., Inc.  | Professional Services 8/15-9/11 | 3,081.55  |
| 0            | 11/05/2009 | Grass Lake Water Mgmt. Org | Professional Services          | Barr Engineering Co., Inc.  | Professional Services 7/18-8/14 | 2,209.65  |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | Spray Paint                     | 3.98      |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | Hornet Spray, Wastebasket       | 10.42     |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | Crossfire 8 Inch Length         | 5.87      |
| 0            | 11/05/2009 | General Fund               | Operating Supplies City Garage | Sherwin Williams            | Paint Supplies                  | 171.21    |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | North Heights Hardware Hank | Lawn and Garden Supplies        | 6.69      |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | North Heights Hardware Hank | Oil, Ready Mix, Supplies        | 29.23     |
| 0            | 11/05/2009 | P & R Contract Maintenance | Operating Supplies             | North Heights Hardware Hank | Paint Supplies                  | 19.59     |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Civil Defense                   | 66.19     |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Fire #1                         | 616.92    |
| 0            | 11/05/2009 | Golf Course                | Utilities                      | Xcel Energy                 | Golf                            | 538.92    |
| 0            | 11/05/2009 | General Fund               | Utilities - City Hall          | Xcel Energy                 | City Hall Building              | 6,397.21  |
| 0            | 11/05/2009 | General Fund               | Utilities - City Garage        | Xcel Energy                 | Garage/PW Building              | 2,078.10  |
| 0            | 11/05/2009 | P & R Contract Maintenance | Utilities                      | Xcel Energy                 | P & R                           | 4,908.14  |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Fire Station #2                 | 182.30    |
| 0            | 11/05/2009 | Sanitary Sewer             | Utilities                      | Xcel Energy                 | Sewer                           | 814.84    |
| 0            | 11/05/2009 | Recreation Fund            | Utilities                      | Xcel Energy                 | Skating                         | 10,446.06 |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Street Light                    | 330.81    |
| 0            | 11/05/2009 | Storm Drainage             | Utilities                      | Xcel Energy                 | Storm Water                     | 14.73     |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Traffic Signal-                 | 1,617.97  |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Street Light                    | 12,877.74 |
| 0            | 11/05/2009 | Water Fund                 | Utilities                      | Xcel Energy                 | 2501 Fairview/Water Tower       | 196.59    |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Traffic Signal                  | 31.38     |
| 0            | 11/05/2009 | General Fund               | Utilities                      | Xcel Energy                 | Traffic Signal                  | 30.69     |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | North Heights Hardware Hank | Welded Ring                     | 250.10    |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | North Heights Hardware Hank | Quick Link                      | 44.67     |
| 0            | 11/05/2009 | General Fund               | Contract Maint. - City Garage  | Commercial Steam Team Inc   | Carpet Cleaning                 | 350.60    |
| 0            | 11/05/2009 | General Fund               | Contract Maint. - City Hall    | Commercial Steam Team Inc   | Carpet Cleaning                 | 3,034.19  |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | Grainger Inc                | Lamp, Cable Tie                 | 284.00    |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | Grainger Inc                | Lamp                            | 158.71    |
| 0            | 11/05/2009 | General Fund               | Operating Supplies             | Sysco Mn                    | Paper Cups                      | 58.88     |
| 0            | 11/05/2009 | Housing & Redevelopment A  | Printing                       | Greenhaven Printing         | Newsletter Printing             | 1,068.75  |
| 0            | 11/05/2009 | Housing & Redevelopment A  | Use Tax Payable                | Greenhaven Printing         | Sales/Use Tax                   | -68.75    |
| 0            | 11/05/2009 | Telecommunications         | Printing                       | Greenhaven Printing         | Newsletter Printing             | 6,033.09  |
| 0            | 11/05/2009 | Telecommunications         | Use Tax Payable                | Greenhaven Printing         | Sales/Use Tax                   | -388.09   |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | Rink Systems Inc            | Twine, Lacing                   | 24.05     |
| 0            | 11/05/2009 | Recreation Fund            | Operating Supplies             | Eagle Clan Enterprises, Inc | Dispenser                       | 44.00     |
| 0            | 11/05/2009 | Recreation Fund            | Contract Maintenance           | Green View Inc.             | Ice Arena Cleaning              | 3,068.27  |
| 0            | 11/05/2009 | Recreation Fund            | Use Tax Payable                | Green View Inc.             | Sales/Use Tax                   | -197.37   |

| Check Number | Check Date | Fund Name                            | Account Name                   | Vendor Name                  | Description                        | Amount     |
|--------------|------------|--------------------------------------|--------------------------------|------------------------------|------------------------------------|------------|
| Check Total: |            |                                      |                                |                              |                                    | 94,843.53  |
| 56874        | 11/05/2009 | General Fund                         | Clothing                       | Aspen Mills Inc.             | Pants, Shoes                       | 360.35     |
| Check Total: |            |                                      |                                |                              |                                    | 360.35     |
| 56875        | 11/05/2009 | Street Construction                  | 09-02 Roselawn/HamlineVictoria | Asphalt Surface Tech, Corp   | Roselawn Ave                       | 84,200.56  |
| 56875        | 11/05/2009 | Storm Drainage                       | 09-02 Roselawn/HamlineVictoria | Asphalt Surface Tech, Corp   | Roselawn Storm Sewer               | 5,761.47   |
| 56875        | 11/05/2009 | Street Construction                  | 09-04 Mill & Overlay           | Asphalt Surface Tech, Corp   | M.S.A. Mill & Overlays             | 16,607.61  |
| 56875        | 11/05/2009 | Street Construction                  | 09-04 Mill & Overlay           | Asphalt Surface Tech, Corp   | City Mill & Overlays               | 26,153.79  |
| 56875        | 11/05/2009 | Storm Drainage                       | 09-04 Mill & Overlay           | Asphalt Surface Tech, Corp   | M & O Storm Utility                | 277.87     |
| 56875        | 11/05/2009 | Sanitary Sewer                       | 09-04 Mill & Overlay           | Asphalt Surface Tech, Corp   | M & O Sanitary Sewer               | 670.18     |
| 56875        | 11/05/2009 | Sanitary Sewer                       | Cleveland Ave Reconstruct      | Asphalt Surface Tech, Corp   | Cleveland Ave Sanitary Sewer       | 24,015.34  |
| 56875        | 11/05/2009 | Recreation Improvements              | RSC Arena Perimeter            | Asphalt Surface Tech, Corp   | John Rose Oval                     | 4,061.25   |
| Check Total: |            |                                      |                                |                              |                                    | 161,748.07 |
| 56876        | 11/05/2009 | Contracted Engineering Svcs Deposits |                                | Bald Eagle Builders          | Return of Escrow                   | 3,000.00   |
| Check Total: |            |                                      |                                |                              |                                    | 3,000.00   |
| 56877        | 11/05/2009 | Storm Drainage                       | Operating Supplies             | Batteries Plus, Inc.         | 6V Lantern for Barricade Lights    | 29.27      |
| Check Total: |            |                                      |                                |                              |                                    | 29.27      |
| 56878        | 11/05/2009 | Storm Drainage                       | Operating Supplies             | Biff's, Inc.                 | Regular Unit                       | 83.91      |
| 56878        | 11/05/2009 | Storm Drainage                       | Operating Supplies             | Biff's, Inc.                 | Regular Unit                       | 19.59      |
| Check Total: |            |                                      |                                |                              |                                    | 103.50     |
| 56879        | 11/05/2009 | G.O. Bond Issue # 25 (1999)          | Professional Services          | Briggs and Morgan, Inc.      | Legal Services 2009 B bonds        | 5,050.00   |
| 56879        | 11/05/2009 | Westwood Village I HIA               | Professional Services          | Briggs and Morgan, Inc.      | Legal Services 2009 A Bonds        | 5,500.00   |
| Check Total: |            |                                      |                                |                              |                                    | 10,550.00  |
| 56880        | 11/05/2009 | License Center                       | Contract Maintenance           | Brite-Way Window Cleaning Sv | Window Cleaning                    | 29.00      |
| Check Total: |            |                                      |                                |                              |                                    | 29.00      |
| 56881        | 11/05/2009 | Water Fund                           | Accounts Payable               | Chase Home Financial, LLC    | Refund for Overpayment-Water/Sewer | 172.42     |

| Check Number | Check Date | Fund Name                            | Account Name                  | Vendor Name                    | Description                    | Amount   |
|--------------|------------|--------------------------------------|-------------------------------|--------------------------------|--------------------------------|----------|
|              |            |                                      |                               |                                | Check Total:                   | 172.42   |
| 56882        | 11/05/2009 | General Fund                         | Operating Supplies            | Coffee Mill, Inc.              | Coffee Supplies                | 413.00   |
|              |            |                                      |                               |                                | Check Total:                   | 413.00   |
| 56883        | 11/05/2009 | Recreation Fund                      | Training                      | Cool Air Mechanical, Inc.      | Hazwoper Training              | 560.00   |
|              |            |                                      |                               |                                | Check Total:                   | 560.00   |
| 56884        | 11/05/2009 | General Fund                         | Miscellaneous                 | Creative Catering by Molly, LL | Human Rights Commissio Meal    | 548.16   |
|              |            |                                      |                               |                                | Check Total:                   | 548.16   |
| 56885        | 11/05/2009 | Contracted Engineering Svcs Deposits |                               | Trien Dao                      | Return of Escrow               | 3,000.00 |
|              |            |                                      |                               |                                | Check Total:                   | 3,000.00 |
| 56886        | 11/05/2009 | License Center                       | Professional Services         | Fed Ex                         | Shipping Charges               | 108.86   |
|              |            |                                      |                               |                                | Check Total:                   | 108.86   |
| 56887        | 11/05/2009 | General Fund                         | Vehicle Supplies              | Frontier Ag & Turf             | Fender                         | 149.63   |
|              |            |                                      |                               |                                | Check Total:                   | 149.63   |
| 56888        | 11/05/2009 | Singles Program                      | Professional Services         | Mary Hall                      | Singles Entertainment          | 100.00   |
|              |            |                                      |                               |                                | Check Total:                   | 100.00   |
| 56889        | 11/05/2009 | General Fund                         | Contract Maintenance Vehicles | Harmon Autoglass-Burnsville    | Windshield Repair              | 61.25    |
|              |            |                                      |                               |                                | Check Total:                   | 61.25    |
| 56890        | 11/05/2009 | Singles Program                      | Operating Supplies            | Jean Hoffman                   | Singles Supplies Reimbursement | 25.89    |
|              |            |                                      |                               |                                | Check Total:                   | 25.89    |
| 56891        | 11/05/2009 | General Fund                         | 211600 - PERA Employers Share | ICMA Retirement Trust 401-1099 |                                | 337.77   |

| Check Number | Check Date | Fund Name                  | Account Name          | Vendor Name            | Description                            | Amount    |
|--------------|------------|----------------------------|-----------------------|------------------------|----------------------------------------|-----------|
| Check Total: |            |                            |                       |                        |                                        | 337.77    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 495.00    |
| 56892        | 11/05/2009 | Information Technology     | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 725.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 200.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 4,200.00  |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 333.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 200.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 600.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 408.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 265.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 125.00    |
| 56892        | 11/05/2009 | Telecommunications         | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 253.00    |
| 56892        | 11/05/2009 | Recreation Fund            | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 865.00    |
| 56892        | 11/05/2009 | Recreation Fund            | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 200.00    |
| 56892        | 11/05/2009 | P & R Contract Maintenance | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 415.00    |
| 56892        | 11/05/2009 | Recreation Fund            | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 491.00    |
| 56892        | 11/05/2009 | General Fund               | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 90.00     |
| 56892        | 11/05/2009 | Community Development      | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 370.00    |
| 56892        | 11/05/2009 | Community Development      | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 200.00    |
| 56892        | 11/05/2009 | License Center             | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 990.00    |
| 56892        | 11/05/2009 | Sanitary Sewer             | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 170.00    |
| 56892        | 11/05/2009 | Water Fund                 | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 370.00    |
| 56892        | 11/05/2009 | Golf Course                | Employer Insurance    | ING ReliaStar          | High Deductable Savings Acct-Oct       | 70.00     |
| Check Total: |            |                            |                       |                        |                                        | 12,035.00 |
| 56893        | 11/05/2009 | Recreation Fund            | Clothing              | J & J Sport Sales, Inc | Jackets                                | 258.00    |
| Check Total: |            |                            |                       |                        |                                        | 258.00    |
| 56894        | 11/05/2009 | Grass Lake Water Mgmt. Org | Professional Services | Lee Jarombek           | Grass Lakes WMO                        | 600.00    |
| Check Total: |            |                            |                       |                        |                                        | 600.00    |
| 56895        | 11/05/2009 | Community Development      | Building Permits      | Lampert Exteriors      | Building Permit Refund-3090 Farrington | 102.77    |
| 56895        | 11/05/2009 | Community Development      | Building Permits      | Lampert Exteriors      | Building Permit Refund-2466 Chatsworth | 155.06    |
| Check Total: |            |                            |                       |                        |                                        | 257.83    |

| Check Number | Check Date | Fund Name                   | Account Name                  | Vendor Name                    | Description                              | Amount    |
|--------------|------------|-----------------------------|-------------------------------|--------------------------------|------------------------------------------|-----------|
| 56896        | 11/05/2009 | Risk Management             | Police Patrol Claims          | League of MN Cities Ins Trust  | LMCIT Claim #: 11070022                  | 1,403.70  |
|              |            |                             |                               |                                | Check Total:                             | 1,403.70  |
| 56897        | 11/05/2009 | General Fund                | 210600 - Union Dues Deduction | LELS                           | Payroll Deduction for 11/3               | 1,596.00  |
|              |            |                             |                               |                                | Check Total:                             | 1,596.00  |
| 56898        | 11/05/2009 | General Fund                | 210600 - Union Dues Deduction | Local Union 49                 | Payroll Deduction for 11/3 Payroll       | 775.00    |
|              |            |                             |                               |                                | Check Total:                             | 775.00    |
| 56899        | 11/05/2009 | TIF District #17-Twin Lakes | Professional Services         | Lockridge Grindal Nauen P.L.L. | Legal Services                           | 4,700.00  |
|              |            |                             |                               |                                | Check Total:                             | 4,700.00  |
| 56900        | 11/05/2009 | Sanitary Sewer              | Professional Services         | Lone Oak Companies, Inc.       | Folding, inserting, mailing, utility sta | 86.18     |
| 56900        | 11/05/2009 | Water Fund                  | Professional Services         | Lone Oak Companies, Inc.       | Folding, inserting, mailing, utility sta | 86.18     |
| 56900        | 11/05/2009 | Storm Drainage              | Professional Services         | Lone Oak Companies, Inc.       | Folding, inserting, mailing, utility sta | 86.19     |
|              |            |                             |                               |                                | Check Total:                             | 258.55    |
| 56901        | 11/05/2009 | General Fund                | 211400 - Medical Ins Employee | Medica                         | Employer Portion                         | 70,467.43 |
| 56901        | 11/05/2009 | General Fund                | 211400 - Medical Ins Employee | Medica                         | Cobra                                    | 7,762.55  |
| 56901        | 11/05/2009 | General Fund                | 211400 - Medical Ins Employee | Medica                         | Employee Portion                         | 14,685.52 |
|              |            |                             |                               |                                | Check Total:                             | 92,915.50 |
| 56902        | 11/05/2009 | Recreation Fund             | Professional Services         | Michael Miller/ISN             | Umpire Services                          | 4,802.00  |
| 56902        | 11/05/2009 | Recreation Fund             | Professional Services         | Michael Miller/ISN             | Umpire Services                          | 4,882.50  |
|              |            |                             |                               |                                | Check Total:                             | 9,684.50  |
| 56903        | 11/05/2009 | Recreation Fund             | Memberships & Subscriptions   | Minnesota Recreation & Park As | Adult Softball Team Registrations        | 3,612.00  |
|              |            |                             |                               |                                | Check Total:                             | 3,612.00  |
| 56904        | 11/05/2009 | General Fund                | 211200 - Financial Support    | MN Child Support Payment Cntr  | Case #: 001023511002                     | 292.00    |
|              |            |                             |                               |                                | Check Total:                             | 292.00    |

| Check Number | Check Date | Fund Name                            | Account Name                  | Vendor Name                    | Description      | Amount   |
|--------------|------------|--------------------------------------|-------------------------------|--------------------------------|------------------|----------|
| 56905        | 11/05/2009 | Contracted Engineering Svcs Deposits |                               | Moser Homes, Inc.              | Return of Escrow | 3,000.00 |
|              |            |                                      |                               |                                | Check Total:     | 3,000.00 |
| 56906        | 11/05/2009 | General Fund                         | Memberships & Subscriptions   | MPERLA                         | Annual Dues      | 150.00   |
|              |            |                                      |                               |                                | Check Total:     | 150.00   |
| 56907        | 11/05/2009 | General Fund                         | Contract Maint. - City Hall   | Nitti Sanitation Inc.          | Regular Service  | 153.00   |
| 56907        | 11/05/2009 | General Fund                         | Contract Maintenance          | Nitti Sanitation Inc.          | Regular Service  | 88.40    |
| 56907        | 11/05/2009 | General Fund                         | Contract Maint. - City Garage | Nitti Sanitation Inc.          | Regular Service  | 275.40   |
| 56907        | 11/05/2009 | General Fund                         | Contract Maintenance          | Nitti Sanitation Inc.          | Regular Service  | 54.40    |
| 56907        | 11/05/2009 | Golf Course                          | Contract Maintenance          | Nitti Sanitation Inc.          | Regular Service  | 108.80   |
| 56907        | 11/05/2009 | Recreation Fund                      | Contract Maintenance          | Nitti Sanitation Inc.          | Regular Service  | 224.40   |
| 56907        | 11/05/2009 | P & R Contract Maintenance           | Contract Maintenance          | Nitti Sanitation Inc.          | Regular Service  | 516.80   |
|              |            |                                      |                               |                                | Check Total:     | 1,421.20 |
| 56908        | 11/05/2009 | Golf Course                          | Contract Maintenance          | On Site Sanitation, Inc.       | Regular Service  | 40.61    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 48.10    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 38.46    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 26.72    |
| 56908        | 11/05/2009 | Recreation Donations                 | Professional Services         | On Site Sanitation, Inc.       | Regular Service  | 10.15    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 10.15    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 19.23    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 10.15    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 10.15    |
| 56908        | 11/05/2009 | Recreation Fund                      | Rental                        | On Site Sanitation, Inc.       | Regular Service  | 38.46    |
|              |            |                                      |                               |                                | Check Total:     | 252.18   |
| 56909        | 11/05/2009 | Golf Course                          | Operating Supplies            | Precision Turf & Chemical, Inc | Turfcide         | 767.36   |
|              |            |                                      |                               |                                | Check Total:     | 767.36   |
| 56910        | 11/05/2009 | General Fund                         | 211402 - Flex Spending Health | Premier Bank                   | HSA              | 1,116.42 |
| 56910        | 11/05/2009 | General Fund                         | 211405 - HSA Employer         | Premier Bank                   | HSA              | 3,274.61 |
|              |            |                                      |                               |                                | Check Total:     | 4,391.03 |
| 56911        | 11/05/2009 | General Fund                         | 211200 - Financial Support    | Rausch Sturm Israel & Hornik   | Case # CV074555  | 368.03   |

| Check Number | Check Date | Fund Name                  | Account Name          | Vendor Name                    | Description                         | Amount     |
|--------------|------------|----------------------------|-----------------------|--------------------------------|-------------------------------------|------------|
| Check Total: |            |                            |                       |                                |                                     | 368.03     |
| 56912        | 11/05/2009 | Singles Program            | Operating Supplies    | Ron Rieschl                    | Singles Supplies                    | 20.00      |
| Check Total: |            |                            |                       |                                |                                     | 20.00      |
| 56913        | 11/05/2009 | General Fund               | Operating Supplies    | Rosemount Saw & Tool Co.       | Tree Limb Saws Sharpening           | 18.00      |
| Check Total: |            |                            |                       |                                |                                     | 18.00      |
| 56914        | 11/05/2009 | General Fund               | Employer Pension      | Roseville Firefighter's Relief | 2nd Half Contribution               | 103,728.00 |
| Check Total: |            |                            |                       |                                |                                     | 103,728.00 |
| 56915        | 11/05/2009 | Recreation Fund            | Fee Program Revenue   | Roseville Gymnastics Boosters  | Gymnastic Boosters                  | 250.00     |
| Check Total: |            |                            |                       |                                |                                     | 250.00     |
| 56916        | 11/05/2009 | General Fund               | Professional Services | Cynthia Singleton              | Human Rights Commission Facilitator | 100.00     |
| Check Total: |            |                            |                       |                                |                                     | 100.00     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 110.74     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 183.06     |
| 56917        | 11/05/2009 | Information Technology     | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 181.49     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 58.45      |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 75.37      |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 12.13      |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 1,307.89   |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 183.67     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 268.02     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 200.36     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 49.04      |
| 56917        | 11/05/2009 | Telecommunications         | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 29.87      |
| 56917        | 11/05/2009 | Solid Waste Recycle        | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 29.87      |
| 56917        | 11/05/2009 | Recreation Fund            | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 187.29     |
| 56917        | 11/05/2009 | Recreation Fund            | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 26.99      |
| 56917        | 11/05/2009 | P & R Contract Maintenance | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 185.88     |
| 56917        | 11/05/2009 | Recreation Fund            | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 141.25     |
| 56917        | 11/05/2009 | General Fund               | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 58.90      |
| 56917        | 11/05/2009 | Community Development      | Employer Insurance    | Standard Insurance Company     | Life Insurance Premium-Oct 2009     | 165.33     |

| Check Number | Check Date | Fund Name                | Account Name                | Vendor Name                   | Description                         | Amount   |
|--------------|------------|--------------------------|-----------------------------|-------------------------------|-------------------------------------|----------|
| 56917        | 11/05/2009 | Community Development    | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 66.25    |
| 56917        | 11/05/2009 | Community Development    | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 57.55    |
| 56917        | 11/05/2009 | Community Development    | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 50.45    |
| 56917        | 11/05/2009 | License Center           | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 258.09   |
| 56917        | 11/05/2009 | Sanitary Sewer           | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 97.50    |
| 56917        | 11/05/2009 | Water Fund               | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 112.97   |
| 56917        | 11/05/2009 | Golf Course              | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 31.60    |
| 56917        | 11/05/2009 | Golf Course              | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 28.08    |
| 56917        | 11/05/2009 | Storm Drainage           | Employer Insurance          | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 59.08    |
| 56917        | 11/05/2009 | General Fund             | 210500 - Life Ins. Employee | Standard Insurance Company    | Life Insurance Premium-Oct 2009     | 1,839.15 |
| Check Total: |            |                          |                             |                               |                                     | 6,056.32 |
| 56918        | 11/05/2009 | Housing & Redevelopment  | AProfessional Services      | Sheila Stowell                | HRA Meeting Minutes                 | 166.75   |
| 56918        | 11/05/2009 | Housing & Redevelopment  | AProfessional Services      | Sheila Stowell                | Mileage Reimbursement               | 4.79     |
| Check Total: |            |                          |                             |                               |                                     | 171.54   |
| 56919        | 11/05/2009 | General Fund             | Vehicle Supplies            | Suburban Tire Wholesale, Inc. | 2009 Blanket PO for Vehicle Repairs | 1,107.78 |
| Check Total: |            |                          |                             |                               |                                     | 1,107.78 |
| 56920        | 11/05/2009 | Pathway Maintenance Fund | Operating Supplies          | T. A. Schifsky & Sons, Inc.   | Sand Mix                            | 67.17    |
| Check Total: |            |                          |                             |                               |                                     | 67.17    |
| 56921        | 11/05/2009 | General Fund             | Vehicle Supplies            | Tousley Ford Inc              | 2009 Blanket PO for Vehicle Repairs | 763.74   |
| 56921        | 11/05/2009 | General Fund             | Vehicle Supplies            | Tousley Ford Inc              | Credit                              | -139.26  |
| Check Total: |            |                          |                             |                               |                                     | 624.48   |
| 56922        | 11/05/2009 | Community Development    | Transportation              | Patrick Trudgeon              | Mileage Reimbursement               | 58.30    |
| 56922        | 11/05/2009 | Community Development    | Transportation              | Patrick Trudgeon              | Parking Reimbursment                | 12.00    |
| Check Total: |            |                          |                             |                               |                                     | 70.30    |
| 56923        | 11/05/2009 | Recreation Fund          | Petty Cash                  | US Bank                       | HS Hockey Starting Till             | 1,000.00 |
| Check Total: |            |                          |                             |                               |                                     | 1,000.00 |
| 56924        | 11/05/2009 | General Fund             | Contract Maintenance        | Verizon Wireless              | Cell Phones                         | 472.66   |

| Check Number | Check Date | Fund Name              | Account Name       | Vendor Name              | Description                         | Amount     |
|--------------|------------|------------------------|--------------------|--------------------------|-------------------------------------|------------|
|              |            |                        |                    |                          | Check Total:                        | 472.66     |
| 56925        | 11/05/2009 | Singles Program        | Operating Supplies | Martha Weller            | Singles Supplies                    | 24.86      |
|              |            |                        |                    |                          | Check Total:                        | 24.86      |
| 56926        | 11/05/2009 | Recreation Fund        | Operating Supplies | Wheeler Hardware Company | Hinge                               | 105.81     |
|              |            |                        |                    |                          | Check Total:                        | 105.81     |
| 56927        | 11/05/2009 | General Fund           | Vehicle Supplies   | Winter Equipment, Inc.   | 2009 Blanket PO for Vehicle Repairs | 4,569.58   |
|              |            |                        |                    |                          | Check Total:                        | 4,569.58   |
| 56928        | 11/05/2009 | Information Technology | Telephone          | XO Communications Inc.   | Telephone                           | 4,948.10   |
|              |            |                        |                    |                          | Check Total:                        | 4,948.10   |
|              |            |                        |                    |                          | Report Total:                       | 545,763.51 |

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11/16/09  
Item No.: 9.a

Department Approval

City Manager Approval

*Christopher K. Miller*

*W. J. Mahinen*

Item Description: Adopting the 2010 Fee Schedule by Ordinance

**BACKGROUND**

Each year the City Council is asked to adopt a Fee Schedule which establishes the fees and charges for service for the City's regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the Council the opportunity to review fees for services in a comprehensive manner.

Over the past several months, Staff has reviewed the direct and indirect costs of the City's regulatory functions to determine whether fee adjustments are necessary. In general, it was determined that the fees were appropriately set with a few exceptions. Based on this analysis, Staff recommends adjustments to the following fees:

- ❖ Erosion control permits
- ❖ Leaf Program fee
- ❖ Right-of-way permits
- ❖ Street patching fee
- ❖ Demolition permits
- ❖ Grading plan review and permit fees
- ❖ Mechanical permits
- ❖ Sewer and water connection fee
- ❖ Sign permit
- ❖ Swimming pool permit
- ❖ PUD application fee
- ❖ Conditional use escrow
- ❖ Zoning use change application fees
- ❖ Master sign plan fee

City Staff is also recommending the establishment of new fees to offset costs currently funded by non-program revenues. They include:

- ❖ Pathway patching fee
- ❖ Engineering-related fees for Plan Review and Permits

A brief description of these new fees is shown below.

Pathway Patching fee

This is a new fee proposed for this year. This fee is collected when a single family residential property applies for a utility permit requiring their contractor to excavate within the right- of- way. It is similar to the Street patching fee, and is only collected when a pathway is removed to complete the utility work. The pathway is repaired by Public Works, the fee is used to pay for material and staff time to make the required repair to the City's infrastructure. This only applies for existing homes performing repair work on utilities, not new construction.

Engineering Plan Review and Permit fees

The following are proposed new fees. Engineering reviews many of the permits issued by Community Development. In addition to initial plan review and approval, Public Works provides support in the field for questions about existing conditions, site inspection, utility connections, utility disconnections, neighbor coordination, and outside agency coordination. These fees would be added to the fees charged by Community Development and would be used to offset staff time spent. The page numbers reference the 2009 fee schedule.

**POLICY OBJECTIVE**

Adopting an annual fee schedule is consistent with governmental best practices and ensures that the City's regulatory functions are properly funded.

**FINANCIAL IMPACTS**

Based on the recommended fee adjustments, it is projected that revised fees will generate revenues sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been included in the 2010 Budget.

**STAFF RECOMMENDATION**

Staff recommends that the City Council adopt the 2010 Fee Schedule as attached.

**REQUESTED COUNCIL ACTION**

Approve the attached Ordinance adopting the 2010 Fee Schedule, which shall go into effect as of January 1, 2010.

Prepared by: Chris Miller, Finance Director  
Attachments: A: Ordinance adopting the 2010 Fee Schedule  
B: Proposed 2010 Fee Schedule

CITY OF ROSEVILLE  
ORDINANCE NO. \_\_\_\_

AN ORDINANCE ADOPTING THE 2010 FEE SCHEDULE

THE CITY OF ROSEVILLE HEREBY ORDAINS:

**SECTION 1. Purpose.** The City of Roseville annually adopts a Fee Schedule which establishes the fees and charges for service for the City's regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the City Council the opportunity to review fees for services in a comprehensive manner.

**SECTION 2. Other Fee References**

By enacting this ordinance, all fee amounts previously established and contained herein are hereby amended as submitted.

**SECTION 3. Authority**

The authority to enact the fees identified herein is established by City Code.

**SECTION 4. Penalty**

Failure to pay the fees identified herein is subject to penalties and interest as established by City Code.

**SECTION 5. Fee Schedule**

The 2010 Fee Schedule is as shown in *Attachment A*.

**SECTION 6. Effective Date.** This ordinance shall be effective upon adoption and publication.

**Passed this 16th day of November, 2009.**

CITY OF ROSEVILLE

BY: \_\_\_\_\_  
Craig Klausing, Mayor

ATTEST: \_\_\_\_\_  
William J. Malinen, City Manager



# 2010 Fee Schedule

Effective January 1, 2010

Prepared by the Department of Finance

# City of Roseville 2010 Fee Schedule

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## City of Roseville 2010 Fee Schedule

| Fee / Charge Description                             | City Code | Current Amount | Proposed Amount |
|------------------------------------------------------|-----------|----------------|-----------------|
| Amusement device – per machine                       | 303       | \$ 75.00       | \$ 75.00        |
| Benches in right-of-way                              | 703       | 40.00          | 40.00           |
| Assessment searches                                  |           |                |                 |
| Deferred / Pending                                   |           | 25.00          | 25.00           |
| Historical                                           |           | 100.00         | 100.00          |
| Bowling alley                                        |           |                |                 |
| First alley                                          | 303       | 70.00          | 70.00           |
| Each additional alley                                | 303       | 20.00          | 20.00           |
| Burial Permit                                        | 401       | 100.00         | 100.00          |
| Building Permits                                     | 901       | see Appendix A | see Appendix A  |
| Christmas trees, sale of                             | 305       | 65.00          | 65.00           |
| Cigarettes, sale of                                  | 306       | 200.00         | 200.00          |
| Construction noise variance                          | 405.03    | 300.00         | 300.00          |
| Conversation parlors                                 | 308       | 10,000.00      | 10,000.00       |
| Copy charges                                         | N/A       | 0.25 / page    | 0.25 / page     |
| CPR Training                                         | N/A       | \$80 / student | \$80 / student  |
| Daycare facility inspection fee                      | N/A       | 40.00          | 40.00           |
| Dog and cat license                                  |           |                |                 |
| 2 year – sterilized                                  | 501       | 10.00          | 10.00           |
| 2 year – sterilized and micro chipped                | 501       | 5.00           | 5.00            |
| 2 year – non sterilized                              | 501       | 35.00          | 35.00           |
| 2 year – non sterilized and micro chipped            | 501       | 25.00          | 25.00           |
| Lifetime license – sterilized                        | 501       | 30.00          | 30.00           |
| Lifetime license – sterilized and micro chipped      | 501       | 5.00           | 5.00            |
| Lifetime license – non sterilized                    | 501       | 150.00         | 150.00          |
| Lifetime license – non sterilized, but micro chipped | 501       | 100.00         | 100.00          |
| Duplicate / address change                           | 501       | 5.00           | 5.00            |
| Special multiple – 2 year                            | 501       | 40.00          | 40.00           |
| Dog kennels                                          | 501       | 75.00          | 75.00           |
| DVD / VHS Copy                                       |           | 0.00           | <b>15.00</b>    |
| Encroachment Agreement Application fee               | N/A       | 275.00         | 275.00          |
| Erosion control inspection permit                    |           |                |                 |
| Less than 1 acre                                     | 1017      | 475.00         | <b>550.00</b>   |
| 1 to 5 acres                                         | 1017      | 700.00         | <b>800.00</b>   |
| More than 5 acres                                    | 1017      | 1,100.00       | <b>1,200.00</b> |
| Erosion control escrow fee                           | 1017      | 3,000/acre     | 3,000/acre      |
| Excavation, grading, and surfacing                   | 705       | see Appendix A | see Appendix A  |
| False alarm fees - police                            |           |                |                 |
| Fourth false alarm                                   | 506       | 100.00         | 100.00          |
| Each subsequent false alarm                          | 506       | 35.00          | 35.00           |

## City of Roseville 2010 Fee Schedule

| Fee / Charge Description                                    | City Code | Current Amount       | Proposed Amount      |
|-------------------------------------------------------------|-----------|----------------------|----------------------|
| False alarm fees – fire                                     |           |                      |                      |
| Third false alarm                                           | 506       | 300.00               | 300.00               |
| Each subsequent false alarm                                 | 506       | 100.00               | 100.00               |
| Total maximum false alarm fees                              | 506       | 500.00               | 500.00               |
| Construction-related                                        | N/A       | 150.00               | 150.00               |
| Fertilizer, sale of                                         | 408       | 30.00                | 30.00                |
| Fertilizer, applicator                                      | 408       | 100.00               | 100.00               |
| Firearms, sale of                                           | 310       | 30.00                | 30.00                |
| Fireworks, sale of consumer (existing retail)               | N/A       | 100.00               | 100.00               |
| Fireworks, sale of consumer (stand-alone, temporary)        | N/A       | 300.00               | 300.00               |
| Fire rescue and extrication fee                             | N/A       | 400.00               | 400.00               |
| Fire safety training                                        | N/A       | 80.00                | 80.00 / hr           |
| Fuel storage tank inspection                                | N/A       | 100.00               | 100.00               |
| Game room                                                   | 303       | 175.00               | 175.00               |
| Gas pumps – private business                                | 310       | 60.00                | 60.00                |
| Gasoline stations                                           | 310       | 130.00               | 130.00               |
| Horse                                                       | 501       | 5.00                 | 5.00                 |
| Hospitals-veterinary                                        | 310       | 80.00                | 80.00                |
| Lawful gambling                                             |           |                      |                      |
| One time event permit                                       | 304       | 25.00                | 25.00                |
| Premises permit                                             | 304       | 3% of gross receipts | 3% of gross receipts |
| Required contributions                                      | 304       | 10% of net profits   | 10% of net profits   |
| Leaf Pickup fee                                             |           | 25.00                | <b>30.00</b>         |
| Liquor licenses:                                            |           |                      |                      |
| On sale intoxicating liquor license                         | 302       | 7,000.00             | 7,000.00             |
| On sale wine license (establishments with 75 seats or less) | 302       | 750.00               | 750.00               |
| On sale wine license (establishments with 75 seats or more) | 302       | 1,500.00             | 1,500.00             |
| Temporary on sale (3 days)                                  | 302       | 50.00                | 50.00                |
| Temporary on sale in Central Park                           | 302       | 20.00                | 20.00                |
| Sunday on sale license                                      | 302       | 200.00               | 200.00               |
| Special club license (dependent on the Number of members):  |           |                      |                      |
| 51 – 200                                                    | 302       | 300.00               | 300.00               |
| 201 – 500                                                   | 302       | 500.00               | 500.00               |
| 501 – 1,000                                                 | 302       | 650.00               | 650.00               |
| 1,000 – 2,000                                               | 302       | 800.00               | 800.00               |
| 2,001 – 4,000                                               | 302       | 1,000.00             | 1,000.00             |
| 4,001 – 6,000                                               | 302       | 2,000.00             | 2,000.00             |
| More than 6,000                                             | 302       | 3,000.00             | 3,000.00             |
| Off sale intoxicating liquor license                        | 302       | 200.00               | 300.00               |

## City of Roseville 2010 Fee Schedule

| Fee / Charge Description                        | City Code | Current Amount         | Proposed Amount        |
|-------------------------------------------------|-----------|------------------------|------------------------|
| On sale non-intoxicating liquor license         | 302       | 100.00                 | 100.00                 |
| Off sale non-intoxicating malt liquor           | 302       | 200.00                 | 200.00                 |
| Liquor License – investigation fee              | 302       | 300.00                 | 300.00                 |
| Liquor License – sale outside of premises       | 302       | 25.00                  | 25.00                  |
| Massage therapist                               | 309       | 100.00 / 150.00        | 100.00 / 150.00        |
| Massage therapy business establishment          | 309       | 300.00                 | 300.00                 |
| Open burning permit                             | N/A       | 90.00                  | 90.00                  |
| Park Dedication – residential                   | 1103      | 3,000.00/unit          | 3,000.00/unit          |
| Park Dedication – other (c)                     | 1103      | 5.0 % of fmv           | 5.0% of fmv            |
| Pawn Shop license                               | 311       | 10,000.00              | 10,000.00              |
| <b>Pathway patching fee</b>                     |           |                        |                        |
| <b>Concrete sidewalk – 2 panels</b>             |           | -                      | <b>675.00</b>          |
| <b>Bituminous (12' x 8')</b>                    |           | -                      | <b>500.00</b>          |
| Pawn shop and precious metal dealer license     | 311       | 13,000.00              | 13,000.00              |
| Pawn shop fee (per transaction)                 | N/A       | 3.00                   | 3.00                   |
| Pool and billiards                              |           |                        |                        |
| First table                                     | 303       | 70.00                  | 70.00                  |
| Each additional table                           | 303       | 20.00                  | 20.00                  |
| Precious metal dealer                           | 311       | 10,000.00              | 10,000.00              |
| Public improvement contract application fee (b) | N/A       | 525.00                 | 525.00                 |
| Recycling contractor                            | 403       | 125.00                 | 125.00                 |
| Rental Registration (Housing)                   | 907       | 25.00                  | 25.00                  |
| Right-of-way permits                            | 703, 707  | 300.00                 | <b>325.00</b>          |
| Sewer connection fees                           | 802       | see Appendix A         | see Appendix A         |
| Sewer usage fees                                | 802       | separate resolution    | separate resolution    |
| Soil contamination                              | 406       | \$1/cu.yd. up to \$300 | \$1/cu.yd. up to \$300 |
| Solid waste hauler                              | 402       | 125.00                 | 125.00                 |
| Stormwater drainage fees                        | 803       | separate resolution    | separate resolution    |
| Street patching fee (d)                         | n/a       | 600 / 1,000            | <b>600 / 1,200</b>     |
| Theaters – per viewing screen                   | 310       | 70.00                  | 70.00                  |
| Tree planting and removal                       | 706       | separate ordinance     | separate ordinance     |
| Utility service location fee                    | N/A       | 100.00                 | 100.00                 |
| Vehicle forfeiture impound fee (per day)        | N/A       | 15.00                  | 15.00                  |
| Water connection fees                           | 801       | see Appendix A         | see Appendix A         |
| Water usage fees                                | 801       | separate resolution    | separate resolution    |
| Water tower permit – private use                | 801       | separate resolution    | separate resolution    |
| Well permit                                     | 801       | separate resolution    | separate resolution    |
| Wireless permit fee                             | 1205      | Negotiated             | Negotiated             |

(b) In addition to the \$500 base fee, a charge of 3% (increased from 1-2%) of the total improvement cost is also assessed.

(c) Calculation is made on 5% of the fair market value of unimproved land.

(d) Street patching fee is \$600 without a curb, and \$1,000 with a curb

# City of Roseville 2010 Fee Schedule

## Administrative Fines

| Fee / Charge Description              | City Code | Current Amount | Proposed Amount |
|---------------------------------------|-----------|----------------|-----------------|
| Alcohol and Tobacco Sales:            |           |                |                 |
| Purchase, possession - underage       |           | \$ 150.00      | \$ 150.00       |
| Lending ID to underage person         |           | 100.00         | 100.00          |
| Selling tobacco – underage            |           | 200.00         | 200.00          |
| Selling alcohol – underage            |           | 250.00         | 250.00          |
| License holder                        | N / A     | 150.00         | 150.00          |
| Other violation                       |           | 100.00         | 100.00          |
| Parking:                              |           |                |                 |
| Handicap zone                         |           | 100.00         | 100.00          |
| Fire lane                             |           | 25.00          | 25.00           |
| Snowbird                              |           | 25.00          | 25.00           |
| Blocking fire hydrant                 |           | 25.00          | 25.00           |
| Other illegal parking                 | N / A     | 25.00          | 25.00           |
| Fires: No open fires                  |           | 25.00          | 25.00           |
| Fire Code                             | N / A     | 100.00         | 100.00          |
| Animals:                              |           |                |                 |
| Vicious animal                        |           | 50.00          | 50.00           |
| Barking dog                           |           | 25.00          | 25.00           |
| Animal at large                       |           | 25.00          | 25.00           |
| Other animal violation                | N / A     | 25.00          | 25.00           |
| Miscellaneous:                        |           |                |                 |
| Building code                         |           | 100.00         | 100.00          |
| Fill permits                          |           | 100.00         | 100.00          |
| Failure to apply for license          |           | 50.00          | 50.00           |
| Fireworks – use, possession, sale     |           | 250.00         | 250.00          |
| Land use                              |           | 100.00         | 100.00          |
| Licenses (not occurring elsewhere)    |           | 50.00          | 50.00           |
| Illegal dumping                       |           | 150.00         | 150.00          |
| Consuming alcohol-unauthorized places |           | 250.00         | 250.00          |
| Tampering with Civic Defense System   |           | 250.00         | 250.00          |
| Seat belts                            |           | 25.00          | 25.00           |
| Expired license plates                |           | 35.00          | 35.00           |
| Missing plate/tab                     |           | 35.00          | 35.00           |
| Trespassing                           |           | 150.00         | 150.00          |
| Golf cart / ATV violation             |           | 50.00          | 50.00           |
| Noise complaint                       |           | 250.00         | 250.00          |
| Park ordinance violation              |           | 25.00          | 25.00           |
| Peddling                              |           | 75.00          | 75.00           |
| Public nuisance                       |           | 100.00         | 100.00          |
| Regulated businesses                  |           | 100.00         | 100.00          |
| Signs                                 |           | 50.00          | 50.00           |
| Snowmobiles                           |           | 50.00          | 50.00           |
| Discharge, display of weapon          |           | 250.00         | 250.00          |
| Wetland / Shore land                  | N / A     | 100.00         | 100.00          |

# City of Roseville 2010 Fee Schedule

## Building Permit Fees

City Code Sections; 307, 801, 802, 901, 1014

### Building Permit Fee – Zoning and Inspections:

Permit fee to be based on job cost valuation. The determination of value or valuation shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment.

| Total Valuation                                 | Current Amount                                                                                                         | Proposed Amount                                                                                                        |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| \$1 - \$500                                     | \$31                                                                                                                   | \$31                                                                                                                   |
| \$501 - \$2,000                                 | \$31 for the first \$500 value,<br>plus \$4 for each additional<br>\$100 value or fraction thereof                     | \$31 for the first \$500 value,<br>plus \$4 for each additional<br>\$100 value or fraction thereof                     |
| \$2,001 - \$25,000                              | \$79.44 for the first \$2,000<br>value, plus \$16.34 for each<br>additional \$1,000 value or<br>fraction thereof       | \$79.44 for the first \$2,000<br>value, plus \$16.34 for each<br>additional \$1,000 value or<br>fraction thereof       |
| \$25,001 - \$50,000                             | \$445.38 for the first \$25,000<br>value, plus \$12.18 for each<br>additional \$1,000 value or<br>fraction thereof     | \$445.38 for the first \$25,000<br>value, plus \$12.18 for each<br>additional \$1,000 value or<br>fraction thereof     |
| \$50,001 - \$100,000                            | \$731.80 for the first \$50,000<br>value, plus \$8.80 for each<br>additional \$1,000 value or<br>fraction thereof      | \$731.80 for the first \$50,000<br>value, plus \$8.80 for each<br>additional \$1,000 value or<br>fraction thereof      |
| \$100,001 - \$500,000                           | \$1,128.64 for the first<br>\$100,000 value, plus \$7.24 for<br>each additional \$1,000 value<br>or fraction thereof   | \$1,128.64 for the first<br>\$100,000 value, plus \$7.24 for<br>each additional \$1,000 value<br>or fraction thereof   |
| \$500,001 - \$1,000,000                         | \$3,671.86 for the first<br>\$500,000 value, plus \$6.20 for<br>each additional \$1,000 value<br>or fraction thereof   | \$3,671.86 for the first<br>\$500,000 value, plus \$6.20 for<br>each additional \$1,000 value<br>or fraction thereof   |
| In excess of \$1,000,000                        | \$6,368.06 for the first<br>\$1,000,000 value, plus \$5.16<br>for each additional \$1,000<br>value or fraction thereof | \$6,368.06 for the first<br>\$1,000,000 value, plus \$5.16<br>for each additional \$1,000<br>value or fraction thereof |
| Inspections outside of<br>normal business hours | \$61.70                                                                                                                | \$61.70                                                                                                                |
| Re-inspection fees (per<br>State Building code) | \$61.70                                                                                                                | \$61.70                                                                                                                |
| Misc. inspection fees                           | \$61.70                                                                                                                | \$61.70                                                                                                                |
| Add'l plan review fee<br>required by revisions  | \$61.70                                                                                                                | \$61.70                                                                                                                |

## City of Roseville 2010 Fee Schedule

### Building Permit Fee – Engineering:

| Total Valuation          | Current Amount | Proposed Amount |
|--------------------------|----------------|-----------------|
| \$1 - \$500              | \$ -           | \$ 5            |
| \$501 - \$2,000          | -              | 5               |
| \$2,001 - \$25,000       | -              | 25              |
| \$25,001 - \$50,000      | -              | 50              |
| \$50,001 - \$100,000     | -              | 75              |
| \$100,001 - \$500,000    | -              | 100             |
| \$500,001 - \$1,000,000  | -              | 200             |
| In excess of \$1,000,000 | -              | 300             |

### Demolition Permit Fee:

| Description                                            | Current Amount | Proposed Amount |
|--------------------------------------------------------|----------------|-----------------|
| Tenant improvement/remodeling prior to building permit | \$61.00        | <b>\$65.00</b>  |
| Structures not connected to utilities                  | 61.00          | <b>85.00</b>    |
| Residential structures connected to city utilities     | 122.00         | <b>145.00</b>   |
| Commercial structures connected to city utilities      | \$265.00       | <b>\$375.00</b> |

### Electrical Permit Fee:

Set through yearly contract with Contract Electrical Inspector

### Fire Safety Inspection Fee:

An amount equal to eight percent (8%) of the amount determined by the Building Permit Fee (except for single-family dwellings) to be charged and used to defray the cost of fire safety inspections (Ord. 1237, 3-13-2000, eff. 5-1-2000)

### Grading Plan Review Fee – Planning & Zoning:

| Description                      | Current Amount                                                                                                | Proposed Amount                                                                                                      |
|----------------------------------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 50 cubic yards or less           | \$0                                                                                                           | \$75                                                                                                                 |
| 51 – 10,000 cubic yards          | \$100.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof    | <b>\$150.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof</b>    |
| 10,001 – 100,000 cubic yards     | \$400.00 for the first 10,000 cubic yards, plus \$20.00 for each additional 10,000 yards or fraction thereof  | \$400.00 for the first 10,000 cubic yards, plus \$20.00 for each additional 10,000 yards or fraction thereof         |
| In excess of 100,000 cubic yards | \$600.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof | <b>\$800.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof</b> |

## City of Roseville 2010 Fee Schedule

### Grading Plan Review Fee – Engineering:

| Description                      | Current Amount | Proposed Amount |
|----------------------------------|----------------|-----------------|
| 50 cubic yards or less           | \$ -           | \$ 25.00        |
| 51 – 10,000 cubic yards          | -              | 25.00           |
| 10,001 – 100,000 cubic yards     | -              | 50.00           |
| In excess of 100,000 cubic yards | -              | 75.00           |

### Grading Permit Fee – Planning & Zoning:

| Description                      | Current Amount                                                                                                  | Proposed Amount                                                                                                         |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 50 cubic yards or less           | \$0                                                                                                             | \$75                                                                                                                    |
| 1 – 1,000 cubic yards            | \$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof          | \$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof                  |
| 1,001 – 10,000 cubic yards       | \$280.00 for the first 1,000 cubic yards, plus \$20.00 for each additional 1,000 yards or fraction thereof      | <b>\$300.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof</b>       |
| 10,001 – 100,000 cubic yards     | \$460.00 for the first 10,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof    | <b>\$600.00 for the first 10,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof</b>    |
| In excess of 100,000 cubic yards | \$1,135.00 for the first 100,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof | <b>\$1,500.00 for the first 100,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof</b> |

### Grading Permit Fee – Engineering:

| Description                      | Current Amount | Proposed Amount |
|----------------------------------|----------------|-----------------|
| 50 cubic yards or less           | \$ -           | \$ 25.00        |
| 1 – 1,000 cubic yards            | -              | 25.00           |
| 1,001 – 10,000 cubic yards       | -              | 50.00           |
| 10,001 – 100,000 cubic yards     | -              | 75.00           |
| In excess of 100,000 cubic yards | -              | 100.00          |

### Investigation Fee: Work without a Permit

Whenever any work for which a permit is required from the city has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

## City of Roseville 2010 Fee Schedule

### Manufactured Home Permit Fee:

| Description      | Current Amount | Proposed Amount |
|------------------|----------------|-----------------|
| New installation | \$ 188         | \$ 250          |

### Mechanical Permit Fee - Residential:

| Description                     | Current Amount    | Proposed Amount   |
|---------------------------------|-------------------|-------------------|
| Air conditioning – new          | \$ 43.00          | \$ 43.00          |
| Air conditioning – replacement  | 55.00             | 55.00             |
| Warm air furnace – new          | 91.00             | 91.00             |
| Warm air furnace - replacement  | 55.00             | 55.00             |
| Hot water boilers – new         | 91.00             | 91.00             |
| Hot water boilers – replacement | 55.00             | 55.00             |
| Unit heaters                    | 55.00             | 55.00             |
| Swimming pool heaters           | 55.00             | 55.00             |
| Misc. work & gas piping         | 1.25% of job cost | 1.25% of job cost |
| Minimum fee                     | 55.00             | 55.00             |
| Gas fireplace                   | 55.00             | 55.00             |
| In floor heat                   | \$ -              | \$55.00           |

### Mechanical Permit Fee - Commercial:

| Description         | Current Amount    | Proposed Amount   |
|---------------------|-------------------|-------------------|
| All commercial work | 1.25% of job cost | 1.25% of job cost |

### Moving Permit Fee:

| Description                | Current Amount | Proposed Amount |
|----------------------------|----------------|-----------------|
| Over private property only | \$ 83.00       | \$83.00         |
| Over public streets        | 121.00         | 121.00          |
| Investigation fee per hour | \$62.00        | \$62.00         |

### Plumbing Permit Fee:

| Description                         | Current Amount    | Proposed Amount   |
|-------------------------------------|-------------------|-------------------|
| Administrative/minimum fee          | \$ 55.00          | \$ 55.00          |
| Additional for each fixture opening | 9.75              | 9.75              |
| Miscellaneous work                  | 1.25% of job cost | 1.25% of job cost |
| Backflow prevention verification    | \$ 24.50          | \$ 24.50          |

## City of Roseville 2010 Fee Schedule

### Plan Review Fee:

When a building permit is required and a plan is required to be submitted, a plan checking fee shall be paid. Plan checking fees for all buildings, except for construction costs in R-1 and R-2 zones which do not involve new single family structures and are of less than seven thousand dollars (\$7,000.00), shall be sixty five percent (65%) of the building permit fee as set forth in Section 901.06 of this chapter, except as modified in M.S.B.C. Section 1300. (Ord. 1110, 4-13-1992)

The plan review fees specified are separate fees from the permit fees and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items an additional plan review fee shall be charged.

Expiration of plan review. Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

### Refund Fee:

The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The building official may authorize a refunding of permit fees paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize a refunding of plan review fees paid when an application for a permit for which a plan review fee has paid is withdrawn or canceled before any plan reviewing is done.

The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

### Sewer Connection Permit Fee – Planning & Zoning:

| Description              | Current Amount | Proposed Amount                                      |
|--------------------------|----------------|------------------------------------------------------|
| Residential              | \$ 83.00       | \$ 83.00                                             |
| Commercial               | 268.00         | <b>Plan review and permit fee based on valuation</b> |
| Repair                   | 44.00          | <b>55.00</b>                                         |
| Disconnect – residential | 62.00          | <b>75.00</b>                                         |
| Disconnect – commercial  | \$ 138.00      | <b>\$ 150.00</b>                                     |

## City of Roseville 2010 Fee Schedule

### Sewer Connection Permit Fee – Engineering:

| Description              | Current Amount | Proposed Amount |
|--------------------------|----------------|-----------------|
| Residential              | \$ -           | <b>\$ 5.00</b>  |
| Commercial               | -              | <b>25.00</b>    |
| Repair                   | -              | <b>5.00</b>     |
| Disconnect – residential | -              | <b>25.00</b>    |
| Disconnect – commercial  | -              | <b>75.00</b>    |

### Sign Permit Fee:

Utilize building permit fee schedule. No plan review fee

| Description | Current Amount | Proposed Amount |
|-------------|----------------|-----------------|
| Minimum fee | \$ 44.00       | <b>\$ 55.00</b> |

### Swimming Pool Permit Fee – Planning & Zoning:

| Description      | Current Amount              | Proposed Amount                                    |
|------------------|-----------------------------|----------------------------------------------------|
| Residential pool | \$ 188.00                   | \$ 188.00                                          |
| Commercial pool  | Utilize building Permit fee | <b>Utilize plan review and building permit fee</b> |

### Swimming Pool Permit Fee – Engineering:

| Description      | Current Amount | Proposed Amount |
|------------------|----------------|-----------------|
| Residential pool | \$ -           | \$ 15.00        |
| Commercial pool  | -              | -               |

### Water Connection Permit Fee – Planning & Zoning:

| Description              | Current Amount | Proposed Amount                                      |
|--------------------------|----------------|------------------------------------------------------|
| Residential              | \$ 83.00       | \$ 83.00                                             |
| Commercial               | 270.00         | <b>Plan review and permit fee based on valuation</b> |
| Repair                   | 44.00          | <b>55.00</b>                                         |
| Disconnect – residential | 62.00          | <b>75.00</b>                                         |
| Disconnect – commercial  | \$ 138.00      | <b>\$ 150.00</b>                                     |

## City of Roseville 2010 Fee Schedule

### Water Connection Permit Fee – Engineering:

| Description              | Current Amount | Proposed Amount |
|--------------------------|----------------|-----------------|
| Residential              | \$ -           | <b>\$ 5.00</b>  |
| Commercial               | -              | <b>25.00</b>    |
| Repair                   | -              | <b>5.00</b>     |
| Disconnect – residential | -              | <b>25.00</b>    |
| Disconnect – commercial  | -              | <b>75.00</b>    |

### Residential Land Use Permit Fee (Fences, Walls, Sheds, Driveways, Drain tile System) – Planning & Zoning:

| Description                                  | Current Amount | Proposed Amount                                      |
|----------------------------------------------|----------------|------------------------------------------------------|
| Driveway permits                             | \$ 44.00       | \$ 44.00                                             |
| Fence permits – residential                  | 78.00          | 78.00                                                |
| Fence permits - commercial                   | 78.00          | <b>Plan review and permit fee based on valuation</b> |
| Shed permits                                 | 63.00          | 63.00                                                |
| Drain tile                                   | 104.00         | 104.00                                               |
| Other – utilize building permit fee schedule |                |                                                      |
| Minimum fee                                  | \$ 44.00       | \$ 44.00                                             |

## City of Roseville 2010 Fee Schedule

### Miscellaneous Fees:

| Description                               | Current Amount | Proposed Amount |
|-------------------------------------------|----------------|-----------------|
| Minimum roofing fee                       | \$ 108.00      | \$ 108.00       |
| Minimum window replacement fee            | 81.00          | 81.00           |
| Minimum siding replacement fee            | 81.00          | 81.00           |
| Administrative fee for abatement per hour | 62.00          | 62.00           |
| Wood burning fireplace                    | 81.00          | 81.00           |
| Verification of state contracting license | 7.00           | 7.00            |
| Replacement inspection card               | 19.00          | 19.00           |
| Re-stamping job site plan sets            | 30.00          | 30.00           |
| Certificate of Occupancy – conditional    | 30.00          | 30.00           |
| Certificate of Occupancy – full           | 19.00          | 19.00           |
| Certificate of Occupancy – copy           | 8.00           | 8.00            |
| City contractor license fee               | 84.00          | 84.00           |
| Administrative fee – R1 or R2 zones       | 62.00          | 62.00           |
| Administrative fee – other zones          | 62.00          | 62.00           |
| Footing/foundation permits – residential  | 91.00          | 91.00           |
| Footing/foundation permits – commercial   | 416.00         | 416.00          |
| Construction deposit – residential        | 780.00         | 780.00          |
| Construction deposit – commercial         | 3,848.00       | 3,848.00        |
| SAC Admin Fee                             | \$ -           | \$ 15.00        |

# City of Roseville 2010 Fee Schedule

## Community Development Department Permit and Miscellaneous Fees

| Item/Permit                                                                                                                                                                                                                             | Current                                                        | Proposed Amount                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| City Consultant Review/Research - Comm./Industrial/Multi-family land use, economic development, utility, building permit review, traffic, or development or redevelopment projects or proposals payable as escrow or at building permit | 100% of direct cost billed to applicant                        | 100% of direct cost billed to applicant                        |
| Planned Units Development - Sketch Plan                                                                                                                                                                                                 | \$200                                                          | \$200                                                          |
| Planned Unit Development – Concept Approval                                                                                                                                                                                             | 400                                                            | <b>500</b>                                                     |
| Planned Unit Development – Final Approval                                                                                                                                                                                               | 400                                                            | <b>500</b>                                                     |
| Planned Unit Development – Amendment                                                                                                                                                                                                    | 400                                                            | 400                                                            |
| Planned Unit Development – Escrow****                                                                                                                                                                                                   | 2,000 minimum                                                  | \$2,000 minimum                                                |
| PUD Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)                                                                                                       | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum |
| Rezoning of Project Site or Parcel**                                                                                                                                                                                                    | 600                                                            | 600                                                            |
| Zoning Code Text Amendment**                                                                                                                                                                                                            | 600                                                            | 600                                                            |
| Vacation of Right-of-Way**                                                                                                                                                                                                              | 300                                                            | 300                                                            |
| Vacation of Easement**                                                                                                                                                                                                                  | 300                                                            | 300                                                            |
| Comprehensive Plan – Text Amendment**                                                                                                                                                                                                   | 825                                                            | 825                                                            |
| Comprehensive Plan – Designation Amendment**                                                                                                                                                                                            | 825                                                            | 825                                                            |
| Conditional Use - Residential**                                                                                                                                                                                                         | 300                                                            | 300                                                            |
| Conditional Use - Commercial**                                                                                                                                                                                                          | 600                                                            | 600                                                            |
| Conditional Use Escrow – Commercial*****                                                                                                                                                                                                | -                                                              | <b>1,000 minimum</b>                                           |
| Subdivision – Escrow****                                                                                                                                                                                                                | 1,500 minimum                                                  | 1,500 minimum                                                  |
| Subdivision Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)                                                                                               | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum |
| Subdivision – Minor**                                                                                                                                                                                                                   | 350                                                            | <b>500</b>                                                     |
| Subdivision – Preliminary Plat                                                                                                                                                                                                          | 500                                                            | 500                                                            |
| Subdivision - Final Plat                                                                                                                                                                                                                | 500                                                            | 500                                                            |
| Variance - Residential**                                                                                                                                                                                                                | 275                                                            | <b>300</b>                                                     |
| Variance - Commercial**                                                                                                                                                                                                                 | 375                                                            | <b>400</b>                                                     |
| Interim Use**                                                                                                                                                                                                                           | 600                                                            | 600                                                            |
| Interim Use extension**                                                                                                                                                                                                                 | -                                                              | <b>150</b>                                                     |
| Setback Permit Administrative                                                                                                                                                                                                           | 75                                                             | <b>100</b>                                                     |
| Zoning Compliance Letter (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)                                                                                         | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum |
| Residential Variance Appeal Fee                                                                                                                                                                                                         | 175                                                            | 250                                                            |
| Commercial Variance Appeal Fee                                                                                                                                                                                                          | 275                                                            | 275                                                            |
| Master Sign Plan – residential                                                                                                                                                                                                          | -                                                              | <b>250</b>                                                     |
| Master Sign Plan – commercial                                                                                                                                                                                                           | -                                                              | <b>350</b>                                                     |
| Extra Mailing Cost (for mailing notices when more than 50 are required)                                                                                                                                                                 | 0.45 each                                                      | 0.45 each                                                      |
| Tax Increment Finance (establishment of district or review of proposal, including city consultants)                                                                                                                                     | \$15,000 deposit – minimum fee plus consultants fees           | \$15,000 deposit – minimum fee plus consultants fees           |
| Planning Commission Agendas/Year (mailed)                                                                                                                                                                                               | 10.00*                                                         | 10.00*                                                         |
| Planning Commission Minutes/Year (mailed)                                                                                                                                                                                               | 15.00*                                                         | 15.00*                                                         |
| Comprehensive Plan CD                                                                                                                                                                                                                   | 20.00*                                                         | 20.00*                                                         |

## City of Roseville 2010 Fee Schedule

|                                                                                                                                                                                                                                                                                                                       |                                                                |                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| Zoning Code CD                                                                                                                                                                                                                                                                                                        | 50.00*                                                         | 20.00*                                                         |
| Research Staff Time                                                                                                                                                                                                                                                                                                   | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum | Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum |
| Copying                                                                                                                                                                                                                                                                                                               | \$.25/sheet                                                    | \$.25/sheet                                                    |
| Maps*** – 8 ½ x 11 (black and white) – existing PDF maps                                                                                                                                                                                                                                                              | No Charge*                                                     | No Charge*                                                     |
| Maps – 8 ½ x 11 (color) – existing PDF maps                                                                                                                                                                                                                                                                           | 1.00*                                                          | 1.00*                                                          |
| Maps – 11 x 17 (color) – existing PDF maps                                                                                                                                                                                                                                                                            | 2.00*                                                          | 2.00*                                                          |
| Maps – 17 x 22 (color) – existing PDF maps                                                                                                                                                                                                                                                                            | 10.00*                                                         | 10.00*                                                         |
| Maps – 22 x 34 (color) – existing PDF maps                                                                                                                                                                                                                                                                            | 20.00*                                                         | 20.00*                                                         |
| Maps – 34 x 44 (color) – existing PDF maps                                                                                                                                                                                                                                                                            | 40.00*                                                         | 40.00*                                                         |
| City Address Book (11x17)* – existing PDF maps                                                                                                                                                                                                                                                                        | 100.00 per book*                                               | 100.00 per book*                                               |
| City Address Book on CD                                                                                                                                                                                                                                                                                               | 10.00 per disk*                                                | 10.00 per disk*                                                |
| Digital Data (copied to customer disk)<br>- Contours (half sections, 1996 data)<br>- Ortho photography (half section, 1996 data)<br>All other base data (parcels, planimetric) and aerial imagery cannot be sold due to license restrictions.<br>Please contact the City on 763-792-7075 for distribution information | \$92.00 per file+\$10.00 CD<br>\$8.00 per file+\$10.00 CD      | \$92.00 per file+\$10.00 CD<br>\$8.00 per file+\$10.00 CD      |
| 1996 Physical features digital data – entire city on AutoCAD file                                                                                                                                                                                                                                                     | 650.00+10.00 CD                                                | 650.00+10.00 CD                                                |
| 1996 Aerial photo map on blue line paper (other pre 1996 aerals available)                                                                                                                                                                                                                                            | 8.00/1/2 section                                               | 8.00/1/2 section                                               |
| 1996 Aerial photo with contours paper (other pre 1996 aerals/contours available)                                                                                                                                                                                                                                      | 100.00/1/2 section                                             | 100.00/1/2 section                                             |
| Mailing labels “current resident”                                                                                                                                                                                                                                                                                     | 45.00*                                                         | 45.00*                                                         |
| Legal Notice mailing label – “fee owner”                                                                                                                                                                                                                                                                              | 45.00*                                                         | 45.00*                                                         |

\* Free/no charge on internet city home page and available for review at library and city hall

\*\* If multiple requests (such as a subdivision, a variance, and a conditional use permit) are part of one application, City charges only for most expensive permit application

\*\*\* Maps/data that are to be created as custom requests are to be charged at a time and materials rate. (GIS Coordinator hourly rate times 1.9 multiplier)

\*\*\*\* The amount listed under the PUD, CU, and Subdivision Escrow is the minimum amount required for the application. A higher amount, as determined by the City, may be required for projects that will take a significant amount of time.

# City of Roseville 2010 Fee Schedule

## Electrical Permit Fees

- A. Minimum fee for each separate inspection of an installation, replacement, alteration or repair is limited to one inspection only:

| Current Amount | Proposed Amount |
|----------------|-----------------|
| \$ 35.00       | \$ 35.00        |

- B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services shall be computed separately:

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

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

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

- D. Maximum fee for single-family dwelling shall not exceed \$150.00 if not over 200-ampere capacity. This includes service, feeders, circuits, fixtures and equipment. The maximum fee provides for not more than two rough-in inspections and the final inspection per dwelling. Additional inspections are at the re-inspection rate.

## **City of Roseville 2010 Fee Schedule**

- E.** Maximum fee on an apartment building shall not exceed \$60.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee per unit as per single-family dwelling.
- F.** The maximum number of 0 to 30 ampere circuits to be paid on any one athletic field lighting standard is ten.
- G.** In addition to the above fees:
  - 1) A charge of \$3.00 will be made for each street lighting standard.
  - 2) A charge of \$4.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.
- H.** In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at \$8.00 plus \$.40 per KVA up to and including 100 KVA. 101 KVA and over at \$.30 per KVA. The maximum fee for any transformer or generator in this category is \$80.00.
- I.** In addition to the above fees, all transformers for signs and outline lighting shall be computed at \$7.00 for the first 500 VA or fraction thereof per unit, plus \$.70 for each additional 100 VA or fraction thereof.
- J.** In addition to the above fees, unless included in the maximum fee filed by the initial installer, remote control, signal circuits and circuits of less than 50 volts shall be computed at \$10.00 per each ten openings or devices of each system plus \$5.00 for each additional ten or fraction thereof.
- K.** In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at \$35.00. Reinforcing steel for swimming pools requires a rough-in inspection.
- L.** For the review of plans and specifications of proposed installations, there shall be a minimum fee of \$150.00 up to and including \$30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of \$30,000 to be paid by permit applicant.
- M.** When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of \$35.00 may be assessed in writing by the Inspector.
- N.** For inspections not covered herein, or for requested special inspections or services, the fee shall be \$35.00 per man hour, including travel time, plus \$.25 per mile traveled, plus the reasonable cost of equipment or material consumed. This section is also applicable to inspection of empty conduits and such jobs as determined by the City.

## **City of Roseville 2010 Fee Schedule**

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

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

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

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

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11/16/09  
Item No.: 10.a

Department Approval

City Manager Approval

*Christopher K. Miller*

*W. J. Mahinen*

Item Description: Continue Discussion on the 2010 Recommended Budget

**BACKGROUND**

On November 9, 2009, the City Council received the 2010 City Manager Recommended Budget in two separate formats. The first showed a summary by major operating division, and the second showed the program-by-program listing in the same format used throughout the budgeting for outcomes process.

At the November 9<sup>th</sup> meeting, individual members of the Council offered some general comments and inquiries. The information below is presented to address those comments and inquiries.

**Priority Rankings**

It was noted by a couple of councilmembers that the composite priority rankings presented on November 9<sup>th</sup> did not necessarily reflect the Council or community's preferences. In the interest of providing greater transparency in these rankings, a different compilation is shown in the table below. The table shows the Council and Staff composite ranking, on a scale of 1-5, based on the average ranking for all departmental functions.

**City Council Rankings**

| City Function      | Council Ranking | Staff Ranking |
|--------------------|-----------------|---------------|
| Fire               | 3.9             | 4.0           |
| Police             | 3.7             | 4.0           |
| Public Works       | 3.7             | 3.9           |
| Administration     | 3.7             | 4.2           |
| Finance            | 3.5             | 4.1           |
| Parks & Recreation | 3.4             | 3.4           |
| City Council       | 2.9             | 3.0           |

The table above excludes the rankings for some capital replacement programs and new items for 2010. It is designed to show general preferences. While individuals can draw their own conclusions, it is evident that in the aggregate, the City Council and Staff were in agreement that Public Safety and Public Works functions ranked higher than Parks & Recreation functions; as did the City's administrative and finance functions.

Based on these priorities, and incorporating a traditional ‘budgeting-for-outcomes’ process, one would expect that public safety programs would receive greater emphasis on ensuring that these programs are funded at an appropriate level. By contrast, Parks & Recreation would receive less emphasis. However, the Council is reminded that the ‘budgeting-for-outcomes’ process is designed to be fluid (to a point). In other words, if we’re not happy with the result, perhaps another priority-ranking iteration would be in order.

### **Service Standards / Measures**

At the November 9th meeting, Councilmembers also noted a desire to use ‘budgeting-for-outcomes’ in the context of equating resources to desired outcomes or service levels. Generally speaking, Staff supports that concept. However, it was noted at the beginning of this process, that the City lacks many of the performance measures that would likely be used in this process. It was suggested that the City develop these performance measures in a subsequent year, and in the meantime concentrate our efforts on determining the City’s general priorities and preferences.

### **Detailed Budgets**

The Council also asked for more detailed budgets for the operating divisions not included in the budgeting-for-outcomes process. An attachment providing this detail is attached.

City Staff will address the Recommended Budget and any further Council or citizen inquiries at the Council meeting.

### **POLICY OBJECTIVE**

The City Council is scheduled to adopt a final budget and tax levy on December 21, 2009.

### **FINANCIAL IMPACTS**

Based on the Recommended Budget, and maintaining the preliminary tax levy at its current level, a typically-valued home would pay approximately \$54 per month. This represents an increase of \$5.87 per month or 12%. In exchange, residents receive 24x7x365 police and fire services, well maintained streets, and a full offering of parks and recreation programs and facilities.

\$54 per month is comparable to the monthly cost for cable or satellite tv, telephone/mobile phone, gas, electric, and some broadband internet connections.

### **STAFF RECOMMENDATION**

Not applicable.

### **REQUESTED COUNCIL ACTION**

Continue discussions on the the 2010 City Manager Recommended Budget

Prepared by: Chris Miller, Finance Director

Attachments: A: 2010 City Manager Recommended Budget Summary

B: Budget detail for non-property tax supported programs

C: Budgeting for Outcomes Program Listings and Recommended Funding Levels

City of Roseville  
Budget Expenditure Summary

|                               | 2006<br><u>Actual</u> | 2007<br><u>Actual</u> | 2008<br><u>Actual</u> | 2009<br><u>Final Budget</u> | 2010<br><u>Budget</u> | \$<br>Increase<br>(Decrease) | %<br>Increase<br>(Decrease) |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-----------------------|------------------------------|-----------------------------|
| City Council                  | 175,814               | 164,350               | 170,028               | 175,241                     | 176,560               | 1,319                        | 0.73%                       |
| Human Rights Commission       | 861                   | 1,453                 | 3,242                 | 2,184                       | 500                   | (1,684)                      | -74.84%                     |
| Ethics Commission             | -                     | 316                   | 15                    | 2,184                       | 1,000                 | (1,184)                      | 0.00%                       |
| 2010 New Items                | -                     | -                     | -                     | -                           | 1,606,540             | 1,606,540                    | 0.00%                       |
| City Council & Commissions    | 176,675               | 166,119               | 173,285               | 179,609                     | 1,784,600             | 1,604,991                    | 867.28%                     |
| Administration                | 363,404               | 406,303               | 456,534               | 469,343                     | 464,240               | (5,103)                      | -1.05%                      |
| Elections                     | 41,696                | 21,486                | 76,556                | 31,615                      | 32,575                | 960                          | 2.95%                       |
| Legal                         | 264,616               | 267,515               | 284,262               | 264,473                     | 266,825               | 2,352                        | 0.86%                       |
| Roseville Area Senior Program | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| Finance Department            | 452,784               | 485,906               | 540,635               | 535,769                     | 552,030               | 16,261                       | 2.95%                       |
| Central Services              | 67,030                | 61,391                | 77,066                | 74,266                      | 76,520                | 2,254                        | 2.95%                       |
| General Insurance             | 60,000                | 62,000                | 80,000                | 77,643                      | 80,000                | 2,357                        | 2.95%                       |
| Contingency                   | 119,073               | 32,129                | 46,939                | 32,878                      | -                     | (32,878)                     | -97.06%                     |
| Administration & Finance      | 1,368,603             | 1,336,729             | 1,561,991             | 1,485,987                   | 1,472,190             | (13,797)                     | -0.90%                      |
| Subtotal General Government   | 1,545,278             | 1,502,848             | 1,735,275             | 1,665,596                   | 3,256,790             | 1,591,194                    | 92.68%                      |
| Police Administration         | 466,045               | 357,569               | 380,681               | 522,483                     | 522,483               | -                            | 0.00%                       |
| Police Patrol Operations      | 3,675,910             | 3,788,283             | 4,183,283             | 4,195,461                   | 4,172,146             | (23,315)                     | -0.54%                      |
| Police Investigations         | 750,554               | 739,070               | 796,783               | 895,239                     | 895,239               | -                            | 0.00%                       |
| Community Services            | 120,638               | 71,796                | 111,859               | 92,255                      | 92,255                | -                            | 0.00%                       |
| Emergency Management          | 19,788                | 22,657                | 28,446                | 19,202                      | 19,202                | -                            | 0.00%                       |
| Lake Patrol                   | 1,659                 | 1,659                 | 1,659                 | 1,844                       | 1,844                 | -                            | 0.00%                       |
| Youth Service Bureau          | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| Police Operations             | 5,034,595             | 4,981,033             | 5,502,710             | 5,726,484                   | 5,703,169             | (23,315)                     | -0.40%                      |
| Fire Administration           | 325,545               | 335,792               | 342,893               | 344,331                     | 344,331               | -                            | 0.00%                       |
| Fire Prevention               | 161,549               | 167,438               | 175,106               | 182,074                     | 182,074               | -                            | 0.00%                       |
| Fire Fighting                 | 940,302               | 1,323,344             | 1,144,165             | 1,029,310                   | 1,009,310             | (20,000)                     | -1.89%                      |
| Fire Training                 | 99,216                | 57,623                | 43,616                | 38,967                      | 38,967                | -                            | 0.00%                       |
| Fire Operations               | 1,526,612             | 1,884,197             | 1,705,780             | 1,594,682                   | 1,574,682             | (20,000)                     | -1.22%                      |
| Fire Relief Association       | 348,670               | 250,900               | 301,000               | 200,903                     | 207,000               | 6,097                        | 2.95%                       |
| Fire Relief Contribution      | 348,670               | 250,900               | 301,000               | 200,903                     | 207,000               | 6,097                        | 2.95%                       |
| Subtotal Public Safety        | 6,909,877             | 7,116,131             | 7,509,491             | 7,522,069                   | 7,484,851             | (37,218)                     | -0.48%                      |
| Public Works Administration   | 650,777               | 649,950               | 687,128               | 716,209                     | 707,358               | (8,851)                      | -1.20%                      |

City of Roseville  
Budget Expenditure Summary

|                             | 2006              | 2007              | 2008              | 2009                | 2010              | \$<br>Increase<br>(Decrease) | %<br>Increase<br>(Decrease) |
|-----------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|------------------------------|-----------------------------|
|                             | <u>Actual</u>     | <u>Actual</u>     | <u>Actual</u>     | <u>Final Budget</u> | <u>Budget</u>     |                              |                             |
| Street Department           | 918,980           | 1,002,476         | 1,158,695         | 887,749             | 887,749           | -                            | 0.00%                       |
| Street Lighting             | 159,912           | 187,144           | 172,584           | 194,109             | 194,109           | -                            | 0.00%                       |
| Building Maintenance        | 312,337           | 358,040           | 352,584           | 363,371             | 363,371           | -                            | 0.00%                       |
| Central Garage              | 147,791           | 146,862           | 130,260           | 152,788             | 152,788           | -                            | 0.00%                       |
| Public Works                | 2,189,797         | 2,344,472         | 2,501,252         | 2,314,226           | 2,305,375         | (8,851)                      | -0.37%                      |
| <b>* TOTAL GENERAL FUND</b> | <b>10,644,952</b> | <b>10,963,451</b> | <b>11,746,017</b> | <b>11,501,891</b>   | <b>13,047,016</b> | <b>1,545,125</b>             | <b>13.04%</b>               |

City of Roseville  
Budget Expenditure Summary

|                                        | 2006<br><u>Actual</u> | 2007<br><u>Actual</u> | 2008<br><u>Actual</u> | 2009<br><u>Final Budget</u> | 2010<br><u>Budget</u> | \$<br>Increase<br>(Decrease) | %<br>Increase<br>(Decrease) |
|----------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-----------------------|------------------------------|-----------------------------|
| Parks & Recreation Administration      | 628,304               | 667,872               | 711,379               | 843,426                     | 815,724               | (27,702)                     | -3.19%                      |
| Recreation Fee Activities              | 522,281               | 575,436               | 608,367               | 557,131                     | 557,131               | -                            | 0.00%                       |
| Recreation Non-fee Activities          | 101,187               | 73,806                | 71,042                | 61,770                      | 61,770                | -                            | 0.00%                       |
| Recreation Nature Center               | 87,735                | 107,865               | 113,044               | 117,397                     | 117,397               | -                            | 0.00%                       |
| Recreation Activity Center             | 86,631                | 87,516                | 97,612                | 106,760                     | 106,760               | -                            | 0.00%                       |
| Skating Center                         | 1,032,629             | 1,023,682             | 1,007,180             | 1,048,536                   | 1,023,536             | (25,000)                     | -2.31%                      |
| <b>* Parks &amp; Recreation Fund</b>   | <b>2,458,767</b>      | <b>2,536,177</b>      | <b>2,608,625</b>      | <b>2,735,020</b>            | <b>2,682,318</b>      | <b>(52,702)</b>              | <b>-1.87%</b>               |
| Economic Development                   | 146,249               | 137,482               | 157,032               | 216,730                     | 214,825               | (1,905)                      | -0.88%                      |
| Planning                               | 232,098               | 265,539               | 361,899               | 312,150                     | 266,445               | (45,705)                     | -14.64%                     |
| GIS                                    | 71,593                | 69,940                | 75,927                | 79,825                      | 79,775                | (50)                         | -0.06%                      |
| Code Enforcement                       | 544,914               | 600,367               | 628,203               | 708,350                     | 699,250               | (9,100)                      | -1.28%                      |
| Transfer Out                           | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| <b>Community Development Fund</b>      | <b>994,854</b>        | <b>1,073,328</b>      | <b>1,223,061</b>      | <b>1,317,055</b>            | <b>1,260,295</b>      | <b>(56,760)</b>              | <b>-4.31%</b>               |
| Information Technology                 | 674,578               | 760,286               | 763,533               | 961,680                     | 1,000,700             | 39,020                       | 4.06%                       |
| Communications                         | 305,656               | 297,205               | 288,887               | 323,500                     | 327,700               | 4,200                        | 1.30%                       |
| License Center                         | 1,088,175             | 1,111,938             | 1,039,799             | 1,245,375                   | 1,084,375             | (161,000)                    | -12.93%                     |
| Charitable Gambling                    | 62,680                | 63,026                | 68,291                | 73,300                      | 73,300                | -                            | 0.00%                       |
| Charitable Gambling Donations          | 89,000                | 110,000               | 76,000                | 80,000                      | 80,000                | -                            | 0.00%                       |
| * Parks Maintenance                    | 789,381               | 831,731               | 977,610               | 904,488                     | 830,118               | (74,370)                     | -7.98%                      |
| Housing                                | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| <b>Special Purpose Operating Funds</b> | <b>3,009,470</b>      | <b>3,174,186</b>      | <b>3,214,120</b>      | <b>3,588,343</b>            | <b>3,396,193</b>      | <b>(192,150)</b>             | <b>-5.31%</b>               |
| * Vehicle Replacement                  | 502,543               | 494,666               | 615,294               | 888,095                     | -                     | (888,095)                    | -100.00%                    |
| Equipment Replacement                  | 429,948               | 133,436               | 157,177               | 260,000                     | 85,000                | (175,000)                    | -67.31%                     |
| * Building Replacement                 | 93,908                | 600,981               | 2,386,369             | -                           | -                     | -                            | 0.00%                       |
| * Park Improvements                    | 220,286               | 47,793                | 219,823               | 208,667                     | 165,000               | (43,667)                     | -20.31%                     |
| * Pathway Maintenance                  | 145,162               | 113,625               | 115,097               | 135,876                     | 160,000               | 24,124                       | 17.23%                      |
| Pathway Construction                   | 528,836               | 4,822                 | -                     | -                           | -                     | -                            | 0.00%                       |
| * Boulevard Landscaping                | 9,097                 | 23,707                | 23,747                | 58,233                      | 40,000                | (18,233)                     | -30.39%                     |
| <b>Capital Replacement Funds</b>       | <b>1,929,781</b>      | <b>1,419,030</b>      | <b>3,517,507</b>      | <b>1,550,871</b>            | <b>450,000</b>        | <b>(1,100,871)</b>           | <b>-70.43%</b>              |

City of Roseville  
Budget Expenditure Summary

|                                                                                     | 2006<br><u>Actual</u> | 2007<br><u>Actual</u> | 2008<br><u>Actual</u> | 2009<br><u>Final Budget</u> | 2010<br><u>Budget</u> | \$<br>Increase<br>(Decrease) | %<br>Increase<br>(Decrease) |
|-------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-----------------------|------------------------------|-----------------------------|
| MSA Construction                                                                    | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| Special Assessment Construction                                                     | 3,429,297             | 506,006               | 1,456,208             | 800,000                     | 800,000               | -                            | 0.00%                       |
| Infrastructure Replacement                                                          | -                     | -                     | -                     | 1,000,000                   | 1,000,000             | -                            | 0.00%                       |
| <b>Capital Improvement Funds</b>                                                    | <b>3,429,297</b>      | <b>506,006</b>        | <b>1,456,208</b>      | <b>1,800,000</b>            | <b>1,800,000</b>      | <b>-</b>                     | <b>0.00%</b>                |
| Subtotal Capital Replacements                                                       | 5,359,078             | 1,925,036             | 4,973,715             | 3,350,871                   | 2,250,000             | (1,113,095)                  | -33.10%                     |
| G.O. Improvement Bonds                                                              | 822,312               | 468,950               | 468,950               | 460,000                     | 460,000               | -                            | 0.00%                       |
| G.O. Facility Bonds                                                                 | 866,559               | 862,378               | 867,115               | 875,000                     | 875,000               | -                            | 0.00%                       |
| Equipment Certificates                                                              | -                     | -                     | -                     | 355,000                     | 355,000               | -                            | 0.00%                       |
| Add'l for internal loan                                                             | -                     | -                     | -                     | -                           | 190,000               | 190,000                      | 0.00%                       |
| <b>* Debt Service Funds</b>                                                         | <b>1,688,871</b>      | <b>1,331,328</b>      | <b>1,336,065</b>      | <b>1,690,000</b>            | <b>1,880,000</b>      | <b>190,000</b>               | <b>11.24%</b>               |
| <b>Tax Increment Pay-as-you-go</b>                                                  | <b>826,138</b>        | <b>540,666</b>        | <b>687,078</b>        | <b>900,000</b>              | <b>900,000</b>        | <b>-</b>                     | <b>0.00%</b>                |
| Sanitary Sewer Utility                                                              | 3,473,372             | 3,035,276             | 3,508,997             | 4,085,000                   | 4,397,300             | 312,300                      | 7.65%                       |
| Water Utility                                                                       | 4,889,525             | 4,739,327             | 4,910,358             | 5,624,950                   | 5,973,150             | 348,200                      | 6.19%                       |
| Stormwater Utility                                                                  | 1,050,217             | 826,298               | 726,136               | 1,457,575                   | 1,510,875             | 53,300                       | 3.66%                       |
| Solid Waste Recycling                                                               | 366,769               | 443,984               | 467,847               | 357,550                     | 449,000               | 91,450                       | 25.58%                      |
| Golf Course                                                                         | 349,214               | 366,004               | 365,840               | 404,200                     | 385,300               | (18,900)                     | -4.68%                      |
|                                                                                     | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| <b>Enterprise Funds</b>                                                             | <b>10,129,097</b>     | <b>9,410,888</b>      | <b>9,979,179</b>      | <b>11,929,275</b>           | <b>12,715,625</b>     | <b>786,350</b>               | <b>6.59%</b>                |
| Parks Infrastructure Trust Fund                                                     | -                     | -                     | -                     | -                           | -                     | -                            | 0.00%                       |
| Tax Reduction Fund                                                                  | 62,815                | 1,900,963             | -                     | -                           | -                     | -                            | 0.00%                       |
| Roseville Lutheran Cemetary                                                         | 3,000                 | 4,348                 | 4,500                 | 4,500                       | 4,500                 | -                            | 0.00%                       |
| <b>Permanent Trust Funds</b>                                                        | <b>65,815</b>         | <b>1,905,311</b>      | <b>4,500</b>          | <b>4,500</b>                | <b>4,500</b>          | <b>-</b>                     | <b>0.00%</b>                |
| <b>Combined Budget - All Funds</b>                                                  | <b>35,177,042</b>     | <b>32,860,369</b>     | <b>35,772,361</b>     | <b>37,016,955</b>           | <b>38,135,947</b>     | <b>1,118,992</b>             | <b>2.98%</b>                |
| <b>* Combined Budget - Tax Supported Funds</b>                                      | <b>16,987,895</b>     | <b>16,347,299</b>     | <b>17,642,278</b>     | <b>18,122,270</b>           | <b>18,804,452</b>     | <b>317,182</b>               | <b>1.71%</b>                |
| <b>** Combined Budget - Tax Supported Funds<br/>for non-capital (sinking) funds</b> | <b>14,796,481</b>     | <b>14,521,306</b>     | <b>15,690,919</b>     | <b>15,544,175</b>           | <b>16,924,452</b>     | <b>1,380,277</b>             | <b>8.62%</b>                |
| -----> excludes vehicle replacement funds                                           |                       |                       |                       |                             |                       |                              |                             |

City of Roseville  
Non Property Tax-Supported Programs  
2010 Recommended Budget

Attachment B

| <u>Program</u>           | <u>2009<br/>Final Budget</u> | <u>2010<br/>Budget</u> | <u>\$<br/>Increase<br/>(Decrease)</u> | <u>%<br/>Increase<br/>(Decrease)</u> |
|--------------------------|------------------------------|------------------------|---------------------------------------|--------------------------------------|
| Economic Development     |                              |                        |                                       |                                      |
| Personnel services       | 177,000                      | <b>182,350</b>         | 5,350                                 | 3.0%                                 |
| Supplies & materials     | 6,500                        | <b>6,000</b>           | (500)                                 | -7.7%                                |
| Other services & charges | 33,230                       | <b>25,725</b>          | (7,505)                               | -22.6%                               |
| Capital                  | -                            | <b>750</b>             | 750                                   | n/a                                  |
| Total                    | 216,730                      | <b>214,825</b>         | (1,905)                               | -0.9%                                |
| Planning                 |                              |                        |                                       |                                      |
| Personnel services       | 207,000                      | <b>213,190</b>         | 6,190                                 | 3.0%                                 |
| Supplies & materials     | 500                          | <b>500</b>             | -                                     | 0.0%                                 |
| Other services & charges | 104,650                      | <b>50,755</b>          | (53,895)                              | -51.5%                               |
| Capital                  | -                            | <b>2,000</b>           | 2,000                                 | n/a                                  |
| Total                    | 312,150                      | <b>266,445</b>         | (45,705)                              | -14.6%                               |
| GIS                      |                              |                        |                                       |                                      |
| Personnel services       | 73,000                       | <b>75,200</b>          | 2,200                                 | 3.0%                                 |
| Supplies & materials     | 100                          | <b>100</b>             | -                                     | 0.0%                                 |
| Other services & charges | 6,725                        | <b>4,475</b>           | (2,250)                               | -33.5%                               |
| Capital                  | -                            | -                      | -                                     | n/a                                  |
| Total                    | 79,825                       | <b>79,775</b>          | (50)                                  | -0.1%                                |
| Code Enforcement         |                              |                        |                                       |                                      |
| Personnel services       | 547,000                      | <b>547,200</b>         | 200                                   | 0.0%                                 |
| Supplies & materials     | 7,650                        | <b>8,150</b>           | 500                                   | 6.5%                                 |
| Other services & charges | 136,700                      | <b>138,900</b>         | 2,200                                 | 1.6%                                 |
| Capital                  | 17,000                       | <b>5,000</b>           | (12,000)                              | -70.6%                               |
| Total                    | 708,350                      | <b>699,250</b>         | (9,100)                               | -1.3%                                |
| Information Technology   |                              |                        |                                       |                                      |
| Personnel services       | 642,000                      | <b>733,900</b>         | 91,900                                | 14.3%                                |
| Supplies & materials     | 10,200                       | <b>12,300</b>          | 2,100                                 | 20.6%                                |
| Other services & charges | 142,480                      | <b>122,500</b>         | (19,980)                              | -14.0%                               |
| Capital                  | 167,000                      | <b>132,000</b>         | (35,000)                              | -21.0%                               |
| Total                    | 961,680                      | <b>1,000,700</b>       | 39,020                                | 4.1%                                 |
| Communications           |                              |                        |                                       |                                      |
| Personnel services       | 126,200                      | <b>128,650</b>         | 2,450                                 | 1.9%                                 |
| Supplies & materials     | 6,000                        | <b>3,000</b>           | (3,000)                               | -50.0%                               |
| Other services & charges | 181,300                      | <b>186,000</b>         | 4,700                                 | 2.6%                                 |
| Capital                  | 10,000                       | <b>10,000</b>          | -                                     | 0.0%                                 |
| Total                    | 323,500                      | <b>327,650</b>         | 4,150                                 | 1.3%                                 |
| License Center           |                              |                        |                                       |                                      |
| Personnel services       | 917,000                      | <b>877,000</b>         | (40,000)                              | -4.4%                                |
| Supplies & materials     | 15,000                       | <b>11,600</b>          | (3,400)                               | -22.7%                               |
| Other services & charges | 313,375                      | <b>195,775</b>         | (117,600)                             | -37.5%                               |
| Capital                  | -                            | -                      | -                                     | n/a                                  |
| Total                    | 1,245,375                    | <b>1,084,375</b>       | (161,000)                             | -12.9%                               |

City of Roseville  
Non Property Tax-Supported Programs  
2010 Recommended Budget

| <u>Program</u>           | 2009<br><u>Final Budget</u> | 2010<br><u>Budget</u> | \$\$<br>Increase<br>(Decrease) | %<br>Increase<br>(Decrease) |
|--------------------------|-----------------------------|-----------------------|--------------------------------|-----------------------------|
| Sanitary Sewer           |                             |                       |                                |                             |
| Personnel services       | 467,500                     | <b>486,500</b>        | 19,000                         | 4.1%                        |
| Supplies & materials     | 32,350                      | <b>35,500</b>         | 3,150                          | 9.7%                        |
| Other services & charges | 3,075,150                   | <b>3,217,800</b>      | 142,650                        | 4.6%                        |
| Capital                  | 510,000                     | <b>657,500</b>        | 147,500                        | 28.9%                       |
| Total                    | 4,085,000                   | <b>4,397,300</b>      | 312,300                        | 7.6%                        |
| Water                    |                             |                       |                                |                             |
| Personnel services       | 358,800                     | <b>358,800</b>        | -                              | 0.0%                        |
| Supplies & materials     | 55,520                      | <b>65,750</b>         | 10,230                         | 18.4%                       |
| Other services & charges | 4,863,900                   | <b>5,038,600</b>      | 174,700                        | 3.6%                        |
| Capital                  | 347,000                     | <b>510,000</b>        | 163,000                        | 47.0%                       |
| Total                    | 5,625,220                   | <b>5,973,150</b>      | 347,930                        | 6.2%                        |
| Storm Sewer              |                             |                       |                                |                             |
| Personnel services       | 232,500                     | <b>232,500</b>        | -                              | 0.0%                        |
| Supplies & materials     | 47,600                      | <b>50,200</b>         | 2,600                          | 5.5%                        |
| Other services & charges | 566,975                     | <b>614,675</b>        | 47,700                         | 8.4%                        |
| Capital                  | 610,500                     | <b>613,500</b>        | 3,000                          | 0.5%                        |
| Total                    | 1,457,575                   | <b>1,510,875</b>      | 53,300                         | 3.7%                        |
| Recycling                |                             |                       |                                |                             |
| Personnel services       | 46,900                      | <b>48,900</b>         | 2,000                          | 4.3%                        |
| Supplies & materials     | 200                         | <b>400</b>            | 200                            | 100.0%                      |
| Other services & charges | 435,450                     | <b>449,700</b>        | 14,250                         | 3.3%                        |
| Less Revenue Sharing     | (125,000)                   | <b>(50,000)</b>       | 75,000                         | -60.0%                      |
| Total                    | 357,550                     | <b>449,000</b>        | 91,450                         | 25.6%                       |
| Golf Course              |                             |                       |                                |                             |
| Personnel services       | 267,650                     | <b>256,450</b>        | (11,200)                       | -4.2%                       |
| Supplies & materials     | 50,550                      | <b>47,400</b>         | (3,150)                        | -6.2%                       |
| Other services & charges | 85,000                      | <b>81,450</b>         | (3,550)                        | -4.2%                       |
| Capital                  | 1,000                       | -                     | (1,000)                        | -100.0%                     |
| Total                    | 404,200                     | <b>385,300</b>        | (18,900)                       | -4.7%                       |

**City of Roseville**
**2010 Budgeting for Outcomes Prioritization Process**
**Property-Tax Supported Programs**
**Council / Staff Combined Composite**

C = City 3 = High

S = State 1 = Low

or Fed

**Attachment C**

| Department /<br>Division | Program / Function                           | Mandated    | Current<br>LOS | Council<br>Composite | Staff<br>Composite | Combined<br>Composite | 2009<br>Budget | 2010<br>Budget | 2010<br>Adj. Budget | 2010<br>Program | 2010<br>Net Program | Funding<br>Result |
|--------------------------|----------------------------------------------|-------------|----------------|----------------------|--------------------|-----------------------|----------------|----------------|---------------------|-----------------|---------------------|-------------------|
|                          |                                              |             |                |                      |                    |                       |                |                |                     | Revenues        | Cost                |                   |
| 3 Police                 | Investigations - investigations              | State       | 3              | 4.8                  | 4.8                | 4.8                   | 811,752        | 811,752        | 811,752             | -               | 811,752             | OK                |
| 16 Police                | Patrol - Patrol (state aid)                  | State       | 3              | 5.0                  | 4.6                | 4.8                   | 310,000        | 310,000        | 310,000             | 310,000         | -                   | OK                |
| 27 Fire                  | Training                                     | State       | 3              | 5.0                  | 4.6                | 4.8                   | 202,043        | 202,043        | 202,043             | -               | 202,043             | OK                |
| 13 Fire                  | Firefighting - General                       | State       | 2              | 5.0                  | 4.4                | 4.7                   | 362,270        | 362,270        | 313,822             | -               | 313,822             | OK                |
| 32 Administration        | Admin - City Manager position                | City        |                | 4.4                  | 5.0                | 4.7                   | 160,755        | 160,755        | 160,755             | -               | 160,755             | OK                |
| 38 Finance               | Finance - Finance Director position          | City        |                | 4.4                  | 5.0                | 4.7                   | 144,000        | 144,000        | 144,000             | 144,000         | -                   | OK                |
| 1 Miscellaneous          | Debt Service                                 |             |                | 4.6                  | 4.8                | 4.7                   | 1,880,000      | 1,880,000      | 1,880,000           | -               | 1,880,000           | OK                |
| 81 2010 Item             | Employee Healthcare                          | State, City |                | 4.6                  | 4.8                | 4.7                   | -              | 50,000         | 50,000              | -               | 50,000              | OK                |
| 123 Police               | Patrol - Training (state aid)                | State       | 3              | 4.8                  | 4.6                | 4.7                   | 20,000         | 20,000         | 20,000              | 20,000          | -                   | OK                |
| 4 Police                 | Patrol - Patrol Other                        | State       | 3              | 5.0                  | 4.2                | 4.6                   | 779,495        | 779,495        | 714,495             | 100,000         | 614,495             | OK                |
| 18 Public Works          | Streets - MSA Road maintenance               |             | 2              | 4.4                  | 4.8                | 4.6                   | 270,000        | 270,000        | 270,000             | 270,000         | -                   | OK                |
| 61 Finance               | General Fund Insurance                       | State       | 2              | 4.8                  | 4.4                | 4.6                   | 80,000         | 80,000         | 80,000              | -               | 80,000              | OK                |
| 30 Police                | Patrol - Dispatch                            |             |                | 4.6                  | 4.4                | 4.5                   | 186,000        | 186,000        | 186,000             | -               | 186,000             | OK                |
| 41 Public Works          | Admin - PW Director position                 |             |                | 4.0                  | 5.0                | 4.5                   | 142,000        | 142,000        | 142,000             | -               | 142,000             | OK                |
| 44 Parks & Rec           | Admin - Parks Director position              |             |                | 4.0                  | 5.0                | 4.5                   | 140,000        | 140,000        | 140,000             | -               | 140,000             | OK                |
| 52 Finance               | Finance - Financial acct./reporting          | State, City | 2              | 4.4                  | 4.6                | 4.5                   | 102,836        | 102,836        | 102,836             | -               | 102,836             | OK                |
| 91 Police                | Investigations - crime scene processing      |             | 3              | 4.6                  | 4.4                | 4.5                   | 39,322         | 39,322         | 39,322              | -               | 39,322              | OK                |
| 92 Finance               | Finance - Cash receipts                      | State, City | 2              | 4.4                  | 4.6                | 4.5                   | 37,939         | 37,939         | 37,939              | -               | 37,939              | OK                |
| 98 City Council          | Annual Audit                                 | State       |                | 4.4                  | 4.6                | 4.5                   | 34,000         | 34,000         | 34,000              | -               | 34,000              | OK                |
| 106 Finance              | Finance - Banking / investing                | State, City | 1              | 4.4                  | 4.6                | 4.5                   | 30,000         | 30,000         | 30,000              | 30,000          | -                   | OK                |
| 111 Police               | Admin - Execute warrants                     | State       | 3              | 4.4                  | 4.6                | 4.5                   | 26,750         | 26,750         | 26,750              | -               | 26,750              | OK                |
| 5 Police                 | Admin - Police reports                       | State       | 3              | 4.2                  | 4.6                | 4.4                   | 635,325        | 635,325        | 635,325             | -               | 635,325             | OK                |
| 42 Public Works          | Streets - Traffic control, mgmt, Signs       | State       | 2              | 4.4                  | 4.4                | 4.4                   | 140,073        | 140,073        | 140,073             | -               | 140,073             | OK                |
| 50 Administration        | Admin - Personnel Management                 | State, City | 2              | 4.4                  | 4.4                | 4.4                   | 119,000        | 119,000        | 119,000             | -               | 119,000             | OK                |
| 82 Finance               | Finance - Payroll                            | State, City | 2              | 4.0                  | 4.8                | 4.4                   | 46,912         | 46,912         | 46,912              | -               | 46,912              | OK                |
| 112 Police               | Admin - Criminal prosecutions                |             | 3              | 4.6                  | 4.2                | 4.4                   | 25,996         | 25,996         | 25,996              | -               | 25,996              | OK                |
| 108 Public Works         | Admin - Arden Hills, Falcon Heights contract | City        | 2              | 4.2                  | 4.4                | 4.3                   | 29,655         | 29,655         | 29,655              | 29,655          | -                   | OK                |
| 102 Administration       | Elections                                    | Fed, State  |                | 4.6                  | 4.0                | 4.3                   | 32,575         | 32,575         | 32,575              | -               | 32,575              | OK                |
| 133 Fire                 | Admin -Emergency mgmt.                       | State, City | 2              | 4.6                  | 4.0                | 4.3                   | 12,253         | 12,253         | 12,253              | -               | 12,253              | OK                |
| 36 Police                | Patrol - Case management                     |             | 3              | 4.4                  | 4.0                | 4.2                   | 156,473        | 156,473        | 156,473             | -               | 156,473             | OK                |
| 40 Police                | Admin - Police Chief position                |             |                | 3.4                  | 5.0                | 4.2                   | 142,000        | 142,000        | 120,000             | -               | 120,000             | OK                |
| 43 Fire                  | Admin - Fire Chief position                  |             |                | 3.4                  | 5.0                | 4.2                   | 140,000        | 140,000        | 120,000             | -               | 120,000             | OK                |
| 53 2010 Item             | Debt Service on Arena project                | Fed, State  |                | 4.4                  | 4.0                | 4.2                   | -              | 100,000        | 100,000             | -               | 100,000             | OK                |
| 69 Public Works          | Public Works - Organizational Management     | City        | 2              | 3.6                  | 4.8                | 4.2                   | 66,349         | 66,349         | 66,349              | -               | 66,349              | OK                |
| 100 Public Works         | Admin - ROW Management                       | State, City | 1              | 4.2                  | 4.2                | 4.2                   | 33,781         | 33,781         | 13,781              | 13,781          | -                   | OK                |
| 150 Public Works         | Admin - Erosion control inspections          | State, City | 1              | 4.4                  | 4.0                | 4.2                   | 5,686          | 5,686          | 5,686               | 5,686           | -                   | OK                |
| 158 Public Works         | Admin - MSA Reporting                        | State       | 1              | 4.0                  | 4.4                | 4.2                   | 1,666          | 1,666          | 1,666               | -               | 1,666               | OK                |
| 2 Police                 | Patrol - Citizen customer service            |             | 3              | 4.0                  | 4.2                | 4.1                   | 1,120,249      | 1,120,249      | 1,120,249           | -               | 1,120,249           | OK                |
| 12 Parks & Rec           | Programs - Youth                             |             | 3              | 4.4                  | 3.8                | 4.1                   | 412,134        | 412,134        | 412,134             | 443,885         | (31,751)            | OK                |
| 15 Fire                  | Firefighting - Emergency Medical Services    |             | 2              | 5.0                  | 3.2                | 4.1                   | 322,024        | 322,024        | 322,024             | -               | 322,024             | OK                |
| 19 2010 Item             | Fire Relief pension obligation               | State       |                | 4.6                  | 3.6                | 4.1                   | -              | 250,000        | 250,000             | -               | 250,000             | OK                |
| 25 Miscellaneous         | Fire Relief contribution                     |             |                | 4.6                  | 3.6                | 4.1                   | 207,000        | 207,000        | 207,000             | 207,000         | -                   | OK                |
| 20 Parks & Rec           | Parks Maint. - Buildings                     | State, City | 2              | 4.2                  | 4.0                | 4.1                   | 247,770        | 247,770        | 197,770             | -               | 197,770             | OK                |
| 57 Fire                  | Firefighting - Equipment maintenance         |             | 2              | 4.0                  | 4.2                | 4.1                   | 94,414         | 94,414         | 94,414              | -               | 94,414              | OK                |
| 103 Parks & Rec          | Parks Maint. - Playground structures         | State, City | 2              | 4.8                  | 3.4                | 4.1                   | 32,295         | 32,295         | 32,295              | -               | 32,295              | OK                |
| 105 2010 Item            | Police & Fire dispatching                    |             |                | 4.4                  | 3.8                | 4.1                   | -              | 30,000         | 30,000              | -               | 30,000              | OK                |

# City of Roseville

## 2010 Budgeting for Outcomes Prioritization Process

### Property-Tax Supported Programs

#### Council / Staff Combined Composite

C = City 3 = High

S = State 1 = Low

or Fed

| Department /<br>Division | Program / Function                             | Current<br>Mandated | LOS | Council<br>Composite | Staff<br>Composite | Combined<br>Composite | 2009<br>Budget | 2010<br>Budget | 2010<br>Adj. Budget | 2010                | 2010                | Funding<br>Result |
|--------------------------|------------------------------------------------|---------------------|-----|----------------------|--------------------|-----------------------|----------------|----------------|---------------------|---------------------|---------------------|-------------------|
|                          |                                                |                     |     |                      |                    |                       |                |                |                     | Program<br>Revenues | Net Program<br>Cost |                   |
| 124 Police               | Emergency Mgmt - general                       |                     | 2   | 4.6                  | 3.6                | 4.1                   | 19,785         | 19,785         | 19,785              | -                   | 19,785              | OK                |
| 149 Finance              | Finance - Business licensing                   | State, City         | 1   | 3.6                  | 4.6                | 4.1                   | 5,728          | 5,728          | 5,728               | 5,728               | -                   | OK                |
| 8 Police                 | Admin - Organizational Management              | City                | 3   | 3.6                  | 4.4                | 4.0                   | 488,929        | 488,929        | 488,929             | -                   | 488,929             | OK                |
| 11 Public Works          | Bldg Maint - general                           | State, City         | 1   | 4.0                  | 4.0                | 4.0                   | 422,752        | 422,752        | 422,752             | -                   | 422,752             | OK                |
| 23 Parks & Rec           | Parks Maint. - Grounds                         | State, City         | 2   | 4.6                  | 3.4                | 4.0                   | 217,404        | 217,404        | 217,404             | -                   | 217,404             | OK                |
| 31 Public Works          | Vehicle Maint -                                |                     | 2   | 4.0                  | 4.0                | 4.0                   | 163,211        | 163,211        | 163,211             | -                   | 163,211             | OK                |
| 49 Public Works          | Streets - General maintenance                  |                     | 2   | 4.4                  | 3.6                | 4.0                   | 121,672        | 121,672        | 121,672             | -                   | 121,672             | OK                |
| 62 Public Works          | Admin - Project planning                       | State, City         | 2   | 3.6                  | 4.4                | 4.0                   | 77,887         | 77,887         | 77,887              | -                   | 77,887              | OK                |
| 75 Finance               | Finance - Risk Management                      | State, City         | 2   | 3.8                  | 4.2                | 4.0                   | 56,725         | 56,725         | 56,725              | -                   | 56,725              | OK                |
| 128 Parks & Rec          | Admin - Payroll                                | State, City         | 3   | 3.4                  | 4.6                | 4.0                   | 16,539         | 16,539         | 16,539              | -                   | 16,539              | OK                |
| 142 Parks & Rec          | Admin - Cash management                        | State, City         | 3   | 4.0                  | 4.0                | 4.0                   | 9,004          | 9,004          | 9,004               | -                   | 9,004               | OK                |
| 14 Parks & Rec           | Park & Rec - Organizational Management         | City                | 3   | 3.6                  | 4.2                | 3.9                   | 326,982        | 326,982        | 326,982             | -                   | 326,982             | OK                |
| 17 Administration        | Legal Services                                 | State, City         | 3   | 3.6                  | 4.2                | 3.9                   | 272,500        | 272,500        | 266,825             | 150,000             | 116,825             | OK                |
| 29 Fire                  | Prevention - Inspections & Code enforcement    | State, City         | 2   | 3.6                  | 4.2                | 3.9                   | 187,600        | 187,600        | 187,600             | 25,000              | 162,600             | OK                |
| 129 Finance              | Finance - Organizational Management            | City                | 2   | 3.4                  | 4.4                | 3.9                   | 15,111         | 15,111         | 15,111              | -                   | 15,111              | OK                |
| 138 Police               | Admin - Background investigations              | State, City         | 3   | 3.6                  | 4.2                | 3.9                   | 10,317         | 10,317         | 10,317              | -                   | 10,317              | OK                |
| 101 Public Works         | Admin - Customer Citizen services              |                     | 2   | 3.8                  | 4.0                | 3.9                   | 32,771         | 32,771         | 32,771              | -                   | 32,771              | OK                |
| 68 Parks & Rec           | Parks Maint. - Athletic Fields                 | State, City         | 3   | 4.2                  | 3.4                | 3.8                   | 70,240         | 70,240         | 70,240              | -                   | 70,240              | OK                |
| 71 Fire                  | Firefighting - Citizen customer service        |                     | 2   | 3.8                  | 3.8                | 3.8                   | 60,430         | 60,430         | 60,430              | -                   | 60,430              | OK                |
| 74 Public Works          | Bldg Maint - custodial                         | State, City         | 1   | 3.8                  | 3.8                | 3.8                   | 57,000         | 57,000         | 57,000              | -                   | 57,000              | OK                |
| 78 Parks & Rec           | Parks Maint. - Equipment                       |                     | 2   | 4.0                  | 3.6                | 3.8                   | 52,177         | 52,177         | 52,177              | -                   | 52,177              | OK                |
| 80 2010 Item             | Elections                                      | Fed, State          |     | 3.8                  | 3.8                | 3.8                   | -              | 50,000         | 49,040              | -                   | 49,040              | OK                |
| 94 Public Works          | Admin - Project surveying                      |                     | 2   | 3.6                  | 4.0                | 3.8                   | 36,803         | 36,803         | 36,803              | -                   | 36,803              | OK                |
| 122 Police               | Admin - Security alarm responses               | State, City         | 2   | 3.6                  | 4.0                | 3.8                   | 20,000         | 20,000         | 20,000              | 20,000              | -                   | OK                |
| 131 Administration       | Admin - Organizational Management              | City                | 2   | 3.4                  | 4.2                | 3.8                   | 14,025         | 14,025         | 14,025              | -                   | 14,025              | OK                |
| 6 Parks & Rec            | Skating Center - Maintenance                   |                     | 3   | 4.0                  | 3.4                | 3.7                   | 527,865        | 527,865        | 527,865             | 527,865             | -                   | OK                |
| 70 Administration        | Admin - Citizen support services               |                     | 3   | 3.8                  | 3.6                | 3.7                   | 64,380         | 64,380         | 64,380              | -                   | 64,380              | OK                |
| 79 City Council          | Northwest Youth & Family Services contribution | City                |     | 4.8                  | 2.6                | 3.7                   | 51,000         | 51,000         | 51,000              | -                   | 51,000              | OK                |
| 84 Police                | Admin - School Liaison                         |                     |     | 3.6                  | 3.8                | 3.7                   | 45,000         | 45,000         | 45,000              | 45,000              | -                   | OK                |
| 126 Public Works         | Admin - City Council support                   | City                | 2   | 3.0                  | 4.4                | 3.7                   | 16,830         | 16,830         | 16,830              | -                   | 16,830              | OK                |
| 143 Parks & Rec          | Admin - Procurement                            | State, City         | 3   | 3.2                  | 4.2                | 3.7                   | 7,900          | 7,900          | 7,900               | -                   | 7,900               | OK                |
| 77 Administration        | Admin - City Council & commission support      | City                | 3   | 2.8                  | 4.6                | 3.7                   | 52,341         | 52,341         | 52,341              | -                   | 52,341              | OK                |
| 7 2010 Item              | Re-establish vehicle and equipment replacement |                     |     | 3.0                  | 4.2                | 3.6                   | -              | 500,000        | 450,000             | -                   | 450,000             | OK                |
| 24 Miscellaneous         | Park Improvement Program                       |                     |     | 4.4                  | 2.8                | 3.6                   | 215,000        | 215,000        | 165,000             | -                   | 165,000             | OK                |
| 35 Public Works          | Streets - Pathway maintenance & repair         |                     | 2   | 4.0                  | 3.2                | 3.6                   | 159,174        | 159,174        | 159,174             | -                   | 159,174             | OK                |
| 48 Public Works          | Streets - Snow plowing                         |                     | 2   | 3.6                  | 3.6                | 3.6                   | 123,730        | 123,730        | 123,730             | -                   | 123,730             | OK                |
| 72 Public Works          | Admin - Project inspections                    |                     | 2   | 3.2                  | 4.0                | 3.6                   | 59,469         | 59,469         | 59,469              | -                   | 59,469              | OK                |
| 73 Police                | Patrol - RMS maintenance                       |                     |     | 3.2                  | 4.0                | 3.6                   | 59,000         | 59,000         | 51,800              | -                   | 51,800              | OK                |
| 59 Public Works          | Admin - Design and feasibility studies         |                     | 2   | 3.2                  | 4.0                | 3.6                   | 82,029         | 82,029         | 42,029              | -                   | 42,029              | OK                |
| 47 Fire                  | Fire - Organizational Management               | City                | 2   | 3.4                  | 3.8                | 3.6                   | 130,798        | 130,798        | 130,798             | -                   | 130,798             | OK                |
| 76 Parks & Rec           | Admin - Volunteers                             |                     | 2   | 3.4                  | 3.8                | 3.6                   | 53,550         | 53,550         | 53,550              | -                   | 53,550              | OK                |
| 110 Public Works         | Streets - Streetscape                          |                     | 1   | 3.8                  | 3.4                | 3.6                   | 27,631         | 27,631         | 27,631              | -                   | 27,631              | OK                |
| 135 Police               | Patrol - City of St. Paul Radio support        |                     |     | 3.4                  | 3.8                | 3.6                   | 12,000         | 12,000         | 12,000              | -                   | 12,000              | OK                |
| 34 Miscellaneous         | Pathway Maintenance Program                    |                     |     | 3.8                  | 3.2                | 3.5                   | 160,000        | 160,000        | 160,000             | -                   | 160,000             | OK                |
| 67 Police                | Patrol - Collaborate with others               |                     | 3   | 3.0                  | 4.0                | 3.5                   | 72,493         | 72,493         | 72,493              | -                   | 72,493              | OK                |
| 93 Finance               | Finance - Reception Desk                       |                     | 2   | 4.0                  | 3.0                | 3.5                   | 37,939         | 37,939         | 37,939              | -                   | 37,939              | OK                |

# City of Roseville

## 2010 Budgeting for Outcomes Prioritization Process

### Property-Tax Supported Programs

#### Council / Staff Combined Composite

C = City 3 = High

S = State 1 = Low

or Fed

| Department /<br>Division | Program / Function                                          | Mandated    | Current<br>LOS | Council<br>Composite | Staff<br>Composite | Combined<br>Composite | 2009<br>Budget | 2010<br>Budget | 2010<br>Adj. Budget | 2010<br>Program | 2010<br>Net Program | Funding<br>Result |
|--------------------------|-------------------------------------------------------------|-------------|----------------|----------------------|--------------------|-----------------------|----------------|----------------|---------------------|-----------------|---------------------|-------------------|
|                          |                                                             |             |                |                      |                    |                       |                |                |                     | Revenues        | Cost                |                   |
| 97 Parks & Rec           | Parks Maint. - Snow Plowing                                 | State, City | 2              | 4.2                  | 2.8                | 3.5                   | 34,282         | 34,282         | 34,282              | -               | 34,282              | OK                |
| 116 Finance              | Finance - Contract administration                           |             |                | 3.4                  | 3.6                | 3.5                   | 23,074         | 23,074         | 23,074              | 23,074          | -                   | OK                |
| 119 Parks & Rec          | Programs - Senior                                           |             | 2              | 3.6                  | 3.4                | 3.5                   | 20,118         | 20,118         | 20,118              | 3,425           | 16,693              | OK                |
| 127 Police               | Admin - Fire arms permits                                   | State       | 2              | 3.2                  | 3.8                | 3.5                   | 16,748         | 16,748         | 16,748              | 16,748          | -                   | OK                |
| 137 Parks & Rec          | Admin - Solicit Fundraising                                 |             | 2              | 3.0                  | 4.0                | 3.5                   | 11,317         | 11,317         | 11,317              | 55,930          | (44,613)            | OK                |
| 144 Fire                 | Firefighting - Building maintenance                         |             | 2              | 3.4                  | 3.6                | 3.5                   | 7,866          | 7,866          | 7,866               | -               | 7,866               | OK                |
| 152 Parks & Rec          | Admin - Parks Commission support                            | City        | 3              | 3.2                  | 3.8                | 3.5                   | 3,572          | 3,572          | 3,572               | -               | 3,572               | OK                |
| 22 Police                | Patrol - Community Liaison                                  |             | 3              | 3.2                  | 3.6                | 3.4                   | 239,425        | 239,425        | 239,425             | -               | 239,425             | OK                |
| 26 Parks & Rec           | Programs - Adult                                            |             | 3              | 3.4                  | 3.4                | 3.4                   | 203,370        | 203,370        | 203,370             | 204,860         | (1,490)             | OK                |
| 51 Parks & Rec           | Skating Center - Programs                                   |             | 3              | 3.4                  | 3.4                | 3.4                   | 109,898        | 109,898        | 109,898             | 69,360          | 40,538              | OK                |
| 64 Police                | Admin - Police records                                      |             | 3              | 3.0                  | 3.8                | 3.4                   | 75,588         | 75,588         | 75,588              | -               | 75,588              | OK                |
| 118 Parks & Rec          | Admin - Training                                            | State, City | 2              | 2.8                  | 4.0                | 3.4                   | 21,848         | 21,848         | 21,848              | -               | 21,848              | OK                |
| 120 Public Works         | Streets - Hauling materials                                 |             | 2              | 2.8                  | 4.0                | 3.4                   | 20,083         | 20,083         | 20,083              | -               | 20,083              | OK                |
| 139 Public Works         | Admin - Advisory Commission support                         | City        | 1              | 3.0                  | 3.8                | 3.4                   | 10,171         | 10,171         | 10,171              | -               | 10,171              | OK                |
| 37 Parks & Rec           | Parks Maint. - Community Rental                             | State, City | 3              | 3.4                  | 3.2                | 3.3                   | 156,268        | 156,268        | 156,268             | -               | 156,268             | OK                |
| 46 Parks & Rec           | Admin - Customer Citizen Service                            |             | 3              | 3.2                  | 3.4                | 3.3                   | 133,369        | 133,369        | 133,369             | 69,315          | 64,054              | OK                |
| 94 Parks & Rec           | Admin - Data Entry                                          |             | 3              | 3.0                  | 3.6                | 3.3                   | 35,209         | 35,209         | 35,209              | -               | 35,209              | OK                |
| 89 Miscellaneous         | Boulevard Maintenance Program                               |             |                | 3.4                  | 3.2                | 3.3                   | 40,000         | 40,000         | 40,000              | -               | 40,000              | OK                |
| 134 City Council         | Recording Secretary                                         |             | 3              | 3.0                  | 3.6                | 3.3                   | 12,000         | 12,000         | 12,000              | -               | 12,000              | OK                |
| 145 Public Works         | Admin - Grass Lake WMO                                      | City        | 1              | 3.6                  | 3.0                | 3.3                   | 7,764          | 7,764          | 7,764               | -               | 7,764               | OK                |
| 153 City Council         | TNT Hearing                                                 |             |                | 4.2                  | 2.4                | 3.3                   | 3,500          | 3,500          | 500                 | -               | 500                 | OK                |
| 9 2010 Item              | Replace Lost State aid                                      |             |                | 3.2                  | 3.2                | 3.2                   | -              | 450,000        | 450,000             | -               | 450,000             | OK                |
| 28 Public Works          | Street Lighting                                             |             | 2              | 3.8                  | 2.6                | 3.2                   | 200,000        | 200,000        | 200,000             | -               | 200,000             | OK                |
| 45 Parks & Rec           | Admin - Special Events                                      |             | 3              | 3.2                  | 3.2                | 3.2                   | 137,658        | 137,658        | 137,658             | 38,725          | 98,933              | OK                |
| 65 Miscellaneous         | \$50K IT, \$25K Bldg Replacement                            |             |                | 3.2                  | 3.2                | 3.2                   | 75,000         | 75,000         | 75,000              | -               | 75,000              | OK                |
| 87 City Council          | Council salaries                                            | City        |                | 2.4                  | 4.0                | 3.2                   | 42,880         | 42,880         | 42,880              | -               | 42,880              | OK                |
| 117 Finance              | Finance - Software maintenance                              |             |                | 2.8                  | 3.6                | 3.2                   | 22,000         | 22,000         | 22,000              | -               | 22,000              | OK                |
| 21 Police                | Admin - Business licensing, compliance                      |             |                | 2.8                  | 3.4                | 3.1                   | 242,400        | 242,400        | 242,400             | 242,400         | -                   | OK                |
| 39 Police                | Comm Svcs - general                                         |             |                | 2.8                  | 3.4                | 3.1                   | 143,362        | 143,362        | 143,362             | -               | 143,362             | OK                |
| 56 Fire                  | Firefighting - Station duties                               |             | 2              | 2.8                  | 3.4                | 3.1                   | 99,616         | 99,616         | 99,616              | -               | 99,616              | OK                |
| 54 2010 Item             | Diseased & Hazardous Tree Removal                           |             |                | 3.8                  | 2.4                | 3.1                   | -              | 100,000        | 50,000              | -               | 50,000              | OK                |
| 60 2010 Item             | Inflation - street maintenance materials                    |             |                | 2.4                  | 3.6                | 3.0                   | -              | 80,000         | 80,000              | -               | 80,000              | OK                |
| 85 Public Works          | Streets - Tree trimming                                     |             |                | 3.2                  | 2.8                | 3.0                   | 44,930         | 44,930         | 44,930              | -               | 44,930              | OK                |
| 86 Parks & Rec           | Parks Maint. - Outdoor Ice Rinks                            |             |                | 3.8                  | 2.2                | 3.0                   | 43,503         | 43,503         | -                   | -               | -                   | OK                |
| 96 2010 Item             | Inflation - Prof Svcs (street striping, trash pickup, etc.) |             |                | 2.4                  | 3.6                | 3.0                   | -              | 35,000         | 35,000              | -               | 35,000              | OK                |
| 125 City Council         | League of MN Cities membership                              |             |                | 2.0                  | 4.0                | 3.0                   | 17,300         | 19,100         | 19,100              | -               | 19,100              | OK                |
| 141 2010 Item            | Police, Fire, and Finance software maintenance              |             |                | 2.4                  | 3.6                | 3.0                   | -              | 10,000         | 10,000              | -               | 10,000              | OK                |
| 155 Police               | Admin - Animal control                                      |             |                | 2.8                  | 3.2                | 3.0                   | 2,400          | 2,400          | 2,400               | 2,400           | -                   | OK                |
| 157 City Council         | Human Rights Commission                                     | City        | 2              | 3.4                  | 2.6                | 3.0                   | 2,250          | 2,250          | 1,000               | -               | 1,000               | OK                |
| 156 City Council         | Ethics Commission                                           | City        | 1              | 3.4                  | 2.6                | 3.0                   | 2,250          | 2,250          | 500                 | -               | 500                 | OK                |
| 90 Police                | Admin - Pawn shop oversight                                 |             |                | 2.6                  | 3.2                | 2.9                   | 40,000         | 40,000         | 40,000              | 40,000          | -                   | OK                |
| 115 Fire                 | Admin - Procurement                                         |             | 2              | 2.2                  | 3.6                | 2.9                   | 23,816         | 23,816         | 23,816              | -               | 23,816              | OK                |
| 10 Parks & Rec           | Skating Center - Other                                      |             |                | 3.0                  | 2.8                | 2.9                   | 442,597        | 442,597        | 417,597             | 413,775         | 3,822               | OK                |
| 148 City Council         | Roseville Senior Program contribution                       |             |                | 3.8                  | 2.0                | 2.9                   | 6,000          | 6,000          | 6,000               | -               | 6,000               | OK                |
| 154 Parks & Rec          | Admin - Tree Sales                                          | City        | 3              | 3.4                  | 2.4                | 2.9                   | 2,400          | 2,400          | 2,400               | 2,490           | (90)                | OK                |
| 66 Administration        | Admin - Other (9%)                                          |             |                | 2.2                  | 3.4                | 2.8                   | 73,739         | 73,739         | 53,739              |                 | 53,739              | OK                |

**City of Roseville**
**2010 Budgeting for Outcomes Prioritization Process**
**Property-Tax Supported Programs**
**Council / Staff Combined Composite**

C = City 3 = High

S = State 1 = Low

or Fed

| Department /<br>Division         | Program / Function                              | Current<br>Mandated | Current<br>LOS | Council<br>Composite | Staff<br>Composite | Combined<br>Composite | 2009<br>Budget | 2010<br>Budget | 2010<br>Adj. Budget | 2010                | 2010                | Funding<br>Result |
|----------------------------------|-------------------------------------------------|---------------------|----------------|----------------------|--------------------|-----------------------|----------------|----------------|---------------------|---------------------|---------------------|-------------------|
|                                  |                                                 |                     |                |                      |                    |                       |                |                |                     | Program<br>Revenues | Net Program<br>Cost |                   |
| 132 2010 Item                    | Janitorial, legal, auditing contracts           |                     |                | 2.6                  | 3.0                | 2.8                   | -              | 13,000         | 13,000              | -                   | 13,000              | OK                |
| 104 Public Works                 | Public Works - Other (1%)                       |                     |                | 1.6                  | 4.0                | 2.8                   | 32,258         | 32,258         | 12,258              | -                   | 12,258              | OK                |
| 63 Finance                       | Central Services                                | 1                   |                | 2.2                  | 3.2                | 2.7                   | 76,520         | 76,520         | 76,520              | -                   | 76,520              | OK                |
| 83 Parks & Rec                   | Park & Rec - Other (1%)                         |                     |                | 1.8                  | 3.6                | 2.7                   | 45,923         | 45,923         | 45,923              | -                   | 45,923              | OK                |
| 109 Parks & Rec                  | Programs - Arts                                 | 1                   |                | 3.6                  | 1.8                | 2.7                   | 28,289         | 28,289         | 28,289              | 9,380               | 18,909              | OK                |
| 114 2010 Item                    | Inflation - vehicle supplies                    |                     |                | 1.6                  | 3.8                | 2.7                   | -              | 25,000         | -                   | -                   | -                   | OK                |
| 58 Parks & Rec                   | Admin - Marketing                               | 2                   |                | 1.6                  | 3.6                | 2.6                   | 87,458         | 87,458         | 87,458              | 55,000              | 32,458              | OK                |
| 33 Police                        | Police - Other (3%)                             |                     |                | 1.8                  | 3.4                | 2.6                   | 160,036        | 160,036        | 56,560              | -                   | 56,560              | OK                |
| 107 Finance                      | Finance - Other (4%)                            |                     |                | 1.6                  | 3.6                | 2.6                   | 29,766         | 29,766         | 29,766              | 10,000              | 19,766              | OK                |
| 136 Parks & Rec                  | Admin - Community Relations                     | 3                   |                | 2.0                  | 3.2                | 2.6                   | 11,815         | 11,815         | -                   | -                   | -                   | OK                |
| 146 City Council                 | Other (4%)                                      |                     |                | 1.8                  | 3.4                | 2.6                   | 7,330          | 7,330          | 6,380               |                     | 6,380               | OK                |
| 99 Finance                       | Contingency                                     |                     |                | 2.0                  | 3.2                | 2.6                   | 33,875         | 33,875         | -                   | -                   | -                   | OK                |
| 130 2010 Item                    | Inflation - telephone services                  |                     |                | 1.8                  | 3.4                | 2.6                   | -              | 15,000         | -                   | -                   | -                   | OK                |
| 160 City Council                 | Nat'l League of Cities conference               |                     |                | 1.6                  | 3.6                | 2.6                   | 1,000          | 1,000          | -                   | -                   | -                   | OK                |
| 88 2010 Item                     | Inflation - facility supplies and small repairs |                     |                | 1.8                  | 3.2                | 2.5                   | -              | 40,000         | 40,000              | -                   | 40,000              | OK                |
| 121 2010 Item                    | Inflation - office & operating supplies         |                     |                | 1.6                  | 3.2                | 2.4                   | -              | 20,000         | -                   | -                   | -                   | OK                |
| 113 2010 Item                    | Inflation - training and staff development      |                     |                | 1.8                  | 3.0                | 2.4                   | -              | 25,000         | -                   | -                   | -                   | OK                |
| 147 Parks & Rec                  | Programs - Wellness                             | 1                   |                | 2.6                  | 2.0                | 2.3                   | 7,291          | 7,291          | -                   | 990                 | (990)               | OK                |
| 151 City Council                 | Suburban Rate Authority membership              |                     |                | 1.4                  | 3.2                | 2.3                   | 3,700          | 3,700          | 3,700               | -                   | 3,700               | OK                |
| 140 2010 Item                    | Inflation - postage and printing                |                     |                | 1.6                  | 2.4                | 2.0                   | -              | 10,000         | -                   | -                   | -                   | OK                |
| 159 City Council                 | RCLLG membership                                |                     |                | 2.0                  | 2.0                | 2.0                   | 1,600          | 1,000          | 1,000               | -                   | 1,000               | OK                |
| 161 City Council                 | Twin Cities Chamber membership                  |                     |                | 2.0                  | 2.0                | 2.0                   | 250            | 250            | -                   | -                   | -                   | OK                |
| 55 Parks & Rec                   | Park & Rec - Park Master Plan                   |                     |                | 2.8                  | 1.2                | 2.0                   | 100,000        | -              | -                   | -                   | -                   | OK                |
| 2010 Item                        | Arboretum restroom maintenance                  |                     |                | -                    | -                  | -                     | -              | -              | 4,500               | -                   | 4,500               | OK                |
|                                  |                                                 |                     |                |                      |                    |                       | \$17,973,195   | \$19,677,395   | \$18,884,452        | \$ 3,605,472        | \$15,278,980        |                   |
| 2009 Available Revenues          |                                                 |                     |                |                      |                    |                       | \$17,973,195   | \$17,973,195   | \$17,973,195        |                     |                     |                   |
| 2010 Add'l Levy                  |                                                 |                     |                |                      |                    |                       | -              | 1,161,140      | 1,161,140           |                     |                     |                   |
| 2010 decline in non-tax revenues |                                                 |                     |                |                      |                    |                       | -              | (250,000)      | (250,000)           |                     |                     |                   |
| 2010 Add'l Park & Rec monies     |                                                 |                     |                |                      |                    |                       | -              | 4,130          | 4,130               |                     |                     |                   |
| Total Revenues                   |                                                 |                     |                |                      |                    |                       | \$17,973,195   | \$18,888,465   | \$18,888,465        |                     |                     |                   |
| Amount over (under) Budget       |                                                 |                     |                |                      |                    |                       |                | \$ 788,930     | \$ (4,013)          |                     |                     |                   |

Date: 11/16/09

Item: 10.b

Public Comment on the  
2010 Budget

No Attachment

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11-16-2009  
Item No.: 11.a

Department Approval

City Manager Approval

*Christopher K. Miller*

*W. J. Mahinen*

Item Description: Conduct public hearing for Crab Addison, Inc. dba Joe's Crab Shack application for On-Sale Intoxicating Liquor License.

**Background**

Joe's Crab Shack has applied for an On-Sale Intoxicating Liquor License at 2704 Snelling Avenue North. The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Crab Addison, Inc. dba Joe's Crab Shack 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**

Conduct public hearing and consider approving/denying the On-Sale Intoxicating Liquor license, Crab Addison, Inc. dba Joe's Crab Shack located at 2704 Snelling Avenue North.

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



## ALCOHOL AND GAMBLING ENFORCEMENT DIVISION

444 Cedar St., Suite 133, St. Paul, MN 55101-5133

Fax (651) 297-5259

(651) 201-7507 TTY (651) 282-6555

WWW.DPS.STATE.MN.US



## APPLICATION FOR COUNTY ON-SALE INTOXICATING LIQUOR LICENSE

No license will be approved or released until MN Liquor Control receives the \$20 Retailer ID Card fee.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                  |                                                                                           |                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Workers Compensation Insurance Company <u>Zurich American Insurance Company</u> Policy # <u>WC9140442-03</u>                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |                                                                                           |                                                                                                                               |
| LICENSEE'S SALES & USE TAX ID # <u>1170415</u> To apply for MN sales tax number call 651-296-6181                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |                                                                                           |                                                                                                                               |
| LICENSEE'S FEDERAL TAX ID # <u>76-0444189</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |                                                                                           |                                                                                                                               |
| Applicant's name (Business, partnership, LLC, Corporation)<br><u>Crab Addison Inc.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                              | DOB                              | Social Security #                                                                         | DBA or trade name<br><u>Joe's Crab Shack</u>                                                                                  |
| License address<br><u>2704 Snelling Avenue North</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Business phone<br><u>pending</u> | Applicant's home phone                                                                    |                                                                                                                               |
| City<br><u>Roseville</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | County<br><u>Ramsey</u>          | State<br><u>mN</u>                                                                        | Zip Code<br><u>55113-1732</u>                                                                                                 |
| License period<br>From To                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                  |                                                                                           |                                                                                                                               |
| Give name, residence, DOB, Social Security #, title and age for all partners, or the officers and directors of a partnership or corporation, and the percent of stock held by each officer if applicable.                                                                                                                                                                                                                                                                                                                           |                                  |                                                                                           |                                                                                                                               |
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Social Security #                | Title                                                                                     | DOB                                                                                                                           |
| Percent stock or partnership interest<br><u>0</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |                                                                                           |                                                                                                                               |
| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                  | City<br><u>I</u>                                                                          | State                                                                                                                         |
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Social Security #                | Title                                                                                     | DOB                                                                                                                           |
| Percent stock or partnership interest<br><u>0</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |                                                                                           |                                                                                                                               |
| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                  | City<br><u>Houston</u>                                                                    | State<br><u>TX</u>                                                                                                            |
| Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Social Security #                | Title                                                                                     | DOB                                                                                                                           |
| Percent stock or partnership interest<br><u>0</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |                                                                                           |                                                                                                                               |
| Address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                  | City                                                                                      | State                                                                                                                         |
| Date of Incorporation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | State of incorporation           | Certificate Number                                                                        | Is corporation authorized to do business in Minnesota?<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Purpose of corporation<br><u>For Profit Business</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                  | If a subsidiary of another corporation, give name<br><u>Ignite Restaurant Group, Inc.</u> |                                                                                                                               |
| 1. Describe premises to be licensed (location, facilities).<br><u>Restaurant</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                  |                                                                                           |                                                                                                                               |
| Floor establishment is located on<br><u>first floor</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Seating capacity<br><u>290</u>   | Hours food will be available<br><u>Sun-Thurs. 11am-10pm</u><br><u>Fri-Sat 11am-11pm</u>   | Number of people restaurant employs<br><u>From 50 -60</u>                                                                     |
| Number of months per year establishment will be open<br><u>12</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  | Name of manager<br><u>Timothy Melton</u>                                                  |                                                                                                                               |
| 2. If this restaurant is in conjunction with any other business (resort, etc.), describe the business.                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |                                                                                           |                                                                                                                               |
| 3. Name the nearest municipality in which On Sale licenses are issued.                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |                                                                                           |                                                                                                                               |
| 4. Has applicant, partners, officers or employees ever had any Felony Convictions or Liquor Law violations in Minnesota or elsewhere, including State Liquor Control Penalties? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, give date, charges and final outcome.                                                                                                                                                                                                                                   |                                  |                                                                                           |                                                                                                                               |
| 5. Is the applicant or any of the associates in this application a member of the County Board in which the license will be issued?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, in what capacity? <u>N/A</u> (If the applicant for this license or any of the associates is the spouse of a member of the governing body or where a family relationship exists, the member shall not vote on this application.)<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <u>N/A</u> |                                  |                                                                                           |                                                                                                                               |
| 6. Have the applicants any interest, directly or indirectly, in any other liquor establishment in the county or any city in the county issuing this license. If yes, give the name and address of the establishment. <u>NO</u>                                                                                                                                                                                                                                                                                                      |                                  |                                                                                           |                                                                                                                               |

Date: 11/16/09  
Item: 12.a  
Joe's Crab Shack  
License

See: 11.a

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

DATE: 11/16/2009

ITEM NO: 12.b

Department Approval:



City Manager Approval:



Item Description: Request by Richard Martin, 2970 Mildred Drive, for approval of a 1,008-square-foot accessory structure as a **Conditional Use**, and for a **Variance** to Section 1004 (Residence Districts) of the City Code to allow the walls of the proposed accessory structure to exceed the 9-foot height limit (PF09-033)

**1.0 REQUESTED ACTION**

- 1.1 Richard Martin is requesting approval of a 1,008-square-foot garage as a **CONDITIONAL USE**, pursuant to §1004 (Residence Districts), §1014 (Conditional Uses) of the City Code.
- 1.2 Mr. Martin is also requesting a **VARIANCE** to §1004 (Residence Districts) of the City Code to more affordably accommodate a 11-foot-tall overhead garage door; while not shown to scale in the proposed building elevations (included with this staff report as Attachment C) the desired wall height is also 11 feet.

**Project Review History**

- Application submitted: September 23, 2009; determined complete: October 21, 2009
- Sixty-day review deadline: November 20, 2009
- Planning Commission recommendation (6-0 to approve): November 4, 2009
- Project report prepared: November 6, 2009
- Anticipated City Council action: November 16, 2009

**2.0 SUMMARY OF RECOMMENDATION**

- 2.1 Planning Division staff concurs with the recommendation of the Planning Commission to approve the proposed **CONDITIONAL USE**, subject to certain conditions; see Section 8 of this report for the detailed recommendation.
- 2.2 Planning Division staff concurs with the recommendation of the Planning Commission to deny the requested **VARIANCE**; see Section 8 of this report for the recommendation details.

**3.0 SUMMARY OF SUGGESTED ACTION**

- 3.1 Adopt a resolution approving the proposed **CONDITIONAL USE**, pursuant to §1004.015 (Residential District Uses) §1014.01 (Conditional Uses), and §1017.21 (Conditional Uses

24 in Shoreland Management Districts) of the City Code, subject to conditions; see Section  
25 9 of this report for the detailed action.

26 3.2 Adopt a resolution denying the requested variance; see Section 9 of this report for the  
27 detailed action.

28     **4.0     BACKGROUND**

29     4.1     Mr. Martin owns the property at 2970 Mildred Drive, which has a Comprehensive Plan  
30             designation of Low-Density Residential (LR) and a zoning classification of Single-  
31             Family Residence District (R-1), and which lies within a shoreland management district.

32     4.2     The CONDITIONAL USE request has been prompted by the applicant’s desire to construct a  
33             1,008-square-foot detached building to replace a smaller detached garage that was  
34             recently damaged by fire; the VARIANCE request is prompted by the desire to store a  
35             motor home inside the proposed garage. Variances are normally decided by the Variance  
36             Board, but because this VARIANCE is accompanied by the request for CONDITIONAL USE  
37             approval, both requests are brought to the Planning Commission for a recommendation  
38             and to the City Council for final action according to the process established in  
39             §1015.04B6 (Planning Commission Hearing for Zoning Variances) of the City Code.

40     **5.0     VARIANCE ANALYSIS**

41     5.1     Section 1004.01A10 (Accessory Building Height) of the City Code limits the height of  
42             accessory structures on single-family residential properties to 9 feet at the top of the side  
43             wall and 15 feet at the midpoint of the slope of the roof. The proposed garage would be  
44             similar to the illustrations in Attachment C in that the side walls would be 11 feet in  
45             height – tall enough to accommodate a 11-foot-tall garage door with roof trusses which  
46             have horizontal members across the bottom. The side elevation is out of scale because it  
47             shows a building 50 feet long, whereas the current proposal would be about 32 feet long.

48     5.2     Section 1013 of the Code states: “Where there are practical difficulties or unusual  
49             hardships in the way of carrying out the strict letter of the provisions of this code, the  
50             Variance Board shall have the power, in a specific case and after notice and public hearings,  
51             to vary any such provision in harmony with the general purpose and intent thereof and may  
52             impose such additional conditions as it considers necessary so that the public health, safety,  
53             and general welfare may be secured and substantial justice done.”

54     5.3     State Statute 462.357, subd. 6 (2) provides authority for the city to “To hear requests for  
55             variances from the literal provisions of the ordinance in instances where their strict  
56             enforcement would cause undue hardship because of circumstances unique to the individual  
57             property under consideration, and to grant such variances only when it is demonstrated that  
58             such actions will be in keeping with the spirit and intent of the ordinance. ‘Undue hardship’  
59             as used in connection with the granting of a variance means the property in question cannot  
60             be put to a reasonable use if used under conditions allowed by the official controls, the plight  
61             of the landowner is due to circumstances unique to the property not created by the  
62             landowner, and the variance, if granted, will not alter the essential character of the locality.  
63             Economic considerations alone shall not constitute an undue hardship if reasonable use for  
64             the property exists under the terms of the ordinance. ... The board or governing body as the  
65             case may be may impose conditions in the granting of variances to insure compliance and to  
66             protect adjacent properties.”

67     5.4     The property in question cannot be put to a reasonable use if used under conditions  
68             allowed by the official controls: The motivation to construct a garage taller than the Code  
69             allows is to accommodate the indoor storage of a motor home in a way that is less  
70             expensive than some of the alternatives (e.g., gambrel – or “barn” – trusses) that would  
71             meet the requirements of the City Code. Although Mr. Martin and his neighbors might all

prefer to have the recreational vehicle parked inside – out of sight – the motor home can be stored either indoors or outdoors, consistent with the Code, without exceeding the maximum garage height. For this reason, the Planning Division has determined that there is not a hardship as required for the approval of a VARIANCE and that the property can be put to a reasonable use under the official controls without an approved VARIANCE.

5.5 The plight of the landowner is due to circumstances unique to the property not created by the landowner: At 85 feet wide the subject property is narrower than the 100-foot width required by the City Code for single-family parcels within the shoreland management district. This is a condition that may not have been created by the landowner and which *could* be considered somewhat unique, but Planning Division staff does not believe that the applicant’s desire to build a garage taller than the Code allows relates to the lot width because Mr. Martin does not seek to make more efficient use of limited lot width (e.g., by storing items on multiple levels). Moreover, Planning Division staff is unable to find any other conditions unique to this property that create a practical difficulty or that would otherwise justify the approval of a VARIANCE to the height of an accessory structure.

5.6 The variance, if granted, will not alter the essential character of the locality: The applicant has called attention to two accessory structures on the same street that also exceed the current Code requirement for floor area (one of them also exceeds the current requirement for height adopted in 1999) as an indication that the proposed taller building on this property would not be out of character in the area. Both of these nearby buildings are legal, nonconforming structures because they were permitted and built before the adoption of the current height and floor area limitations, which are not only intended to ensure some consistency with respect to the size of detached garages in a residential neighborhood but are also meant to prevent such buildings from being used for illegal home occupations by current or future owners. Despite the presence of another building in the neighborhood that could be considered comparable to what is proposed, Planning Division staff believes that such accessory structures are inconsistent with the intent of the current Code requirements and are out of character with a residential area in a first-ring suburban city.

## 6.0 CONDITIONAL USE ANALYSIS

6.1 Section 1004.01A1 (Number Allowed) of the City Code permits up to 2 accessory buildings on a single-family residential property.

6.2 Section 1004.01A3 (Size Limit) limits the total floor area of accessory structures to the lesser of the following:

- a. 40% of the required rear yard area (i.e., 1,020 square feet on this property); or
- b. 864 square feet (being the smaller of the two figures, this is the *permitted* limit)

6.3 Section 1004.01A4 (Requirements for Increased Size), however, allows up to 1,008 square feet of total accessory structure floor area as a CONDITIONAL USE.

6.4 Section 1004.01A5 (Overall Area) further limits the size of accessory structures by stating that the combined floor area “*of attached garage and detached accessory building(s) shall not exceed the exterior dimensional footprint of the principal structure, excluding any attached garage footprint.*” The proposed 1,008-square-foot accessory

114 building would be within this limit because it would not exceed the approximately 1,140-  
115 square-foot footprint of the principal structure (which does not have an attached garage).

116 6.5 The land area of the subject property is approximately 17,000 square feet; §1017.26B1  
117 (Impervious Coverage in Shoreland Management Districts) of the City Code permits up  
118 to 4,250 square feet of impervious coverage on a lot this size located within 300 feet of  
119 Langton Lake. If the proposed garage were constructed, impervious coverage on the  
120 property might exceed the 25% maximum; the excess can be eliminated by removing  
121 some existing pavement or it can be accommodated and mitigated through the  
122 Administrative Deviation process. Planning Division staff does not recommend  
123 additional conditions of approval because impervious surface area is regulated by normal  
124 Code requirements from which the applicant is not seeking to deviate.

125 6.6 All of the above Code requirements work together to allow the proposed structure, but  
126 this one building will utilize the maximum extent of such allowances and preclude the  
127 construction of any other accessory buildings on the property.

128 6.7 REVIEW OF STANDARD CONDITIONAL USE CRITERIA

129 a. Section 1013.01 (Conditional Uses) of the City Code requires the Planning  
130 Commission and City Council to consider the following criteria when reviewing a  
131 CONDITIONAL USE application:

132 i. Impact on traffic;

133 ii. Impact on parks, streets, and other public facilities;

134 iii. Compatibility of the site plan, internal traffic circulation, landscaping, and  
135 structures with contiguous properties;

136 iv. Impact of the use on the market value of contiguous properties;

137 v. Impact on the general public health, safety, and welfare; and

138 vi. Compatibility with the City's Comprehensive Plan.

139 b. **Impact on traffic:** The Planning Division has determined that an increase in traffic  
140 volume, due to the size of the proposed 1,008-square-foot accessory structure on the  
141 property, will not be an issue given that the building will be used to meet the daily  
142 and seasonal storage needs of a residential property owner and thus will not be  
143 creating a destination for commercial or additional residential traffic.

144 c. **Impact on parks, streets and other public facilities:** The Planning Division has  
145 determined that the proposed accessory structure is unrelated to the City's parks,  
146 streets, and other facilities, and so will not have an adverse impact on them.

147 d. **Compatibility ... with contiguous properties:** The proposed accessory structure  
148 would not change the circulation on the property since it is essentially replacing the  
149 previous garage; a site plan is included with this staff report as Attachment D. Of the  
150 5 contiguous properties, only two others appear to have accessory structures, one of  
151 which is about 600 square feet and the other seems to approach the 864-square-foot  
152 limit; other detached buildings in the area, however, range from small garden sheds to  
153 larger accessory structures, including one that is nearly 1,100 square feet. Although  
154 the proposed building is larger than those found on the contiguous properties and  
155 would not be screened from the neighbor to the north, the larger building would allow

some of what has been stored outside on the property to be located inside the new structure, reducing the perception of clutter.

- e. **Impact of the use on the market value of contiguous properties:** Although the current proposal seeks CONDITIONAL USE approval to build the largest accessory structure allowed on a single-family residential property, the Planning Division has determined that the proposed building is unlikely to have an adverse impact on the value of contiguous properties if windows are installed along the north and south sides to visually break up the longer-than-normal wall facing the adjacent property.
- f. **Impact on the general public health, safety, and welfare:** The Planning Division believes that the proposed accessory building will have no impact on the general public health, safety, and welfare.
- g. **Compatibility with the City's Comprehensive Plan:** An accessory structure is a permitted use (and the proposed accessory building is a *conditionally* permitted use) in the R-1 Single-Family Residence District and is compatible with the Comprehensive Plan land use designation of Low-Density Residential.

#### 6.8 REVIEW OF ADDITIONAL CRITERIA PERTAINING TO CONDITIONAL USES IN SHORELAND MANAGEMENT DISTRICTS

- a. Section 1017.21 (Conditional Uses in Shoreland Management Districts) of the City Code requires the Planning Commission and City Council to consider the following additional criteria when reviewing a CONDITIONAL USE application for properties within a shoreland management district:
  - i. The prevention of soil erosion or other possible pollution of public waters, both during and after construction;
  - ii. The visibility of structures ... as viewed from public waters is limited;
  - iii. The types, uses, and numbers of watercraft that the project will generate can be safely accommodated on the site; and
  - iv. The impact the proposed use may have on the water quality of the water body is not excessive.
- b. **The prevention of soil erosion ... during and after construction:** Measures to prevent soil erosion during construction are required, as necessary, as part of the building permit review process. Because the proposed accessory structure is to replace a previous structure located about 200 feet from the nearest part of Langton Lake, which is on the opposite side of a public street, the Planning Division believes that a 1,008-square-foot building will have no greater erosion or pollution impacts on the public water than a building that does not require CONDITIONAL USE approval.
- c. **The visibility of structures ... is limited:** If the proposed accessory building meets all of the Code's size and other design requirements, it would not have a front elevation that is different than a permitted structure, and any structures on this property will be substantially (if not completely) screened by the mature trees and other vegetation on the eastern side of Langton Lake. For these reasons, the Planning Division has determined that a 1,008-square-foot accessory structure will not be unusually or undesirably visible from the public water.

198 **d. The types, uses, and numbers of watercraft ...:** Although the garage on this  
199 property may house watercraft, this would not be its primary purpose, and Planning  
200 Division staff believes that it would not be located near enough to the public water to  
201 generate any kind of safety concern.

202 **e. The impact the proposed use may have on the water quality of the water body is**  
203 **not excessive:** Planning Division staff believes that a 1,008-square-foot garage as a  
204 CONDITIONAL USE in the proposed location would not have any adverse effects on  
205 Langton Lake that would not also be caused by a permitted structure.

206 6.9 If the VARIANCE request discussed above is not approved, the applicant has not yet found  
207 a garage design that will meet his needs and comply with code requirements, but the  
208 Planning Commission can identify any concerns it might have about a 1,008-square-foot  
209 garage and require Mr. Martin to work with staff to address those issues.

210 6.10 Based on the current aerial photography, the existing driveway appears to be inconsistent  
211 with two current Code standards: the maximum width of 26 feet at the front property line  
212 established in §703.04B1a (Maximum Driveway Width) and the 5-foot minimum setback  
213 from a side property line established in §703.04B9 (Driveways on Private Property).  
214 Both of these nonconforming conditions (if they, in fact, exist) can be remedied by  
215 removing that part of the driveway that lies within the required side property line setback.

## 216 **7.0 PUBLIC HEARING**

217 The duly noticed public hearing for the joint CONDITIONAL USE/VARIANCE application  
218 was held by the Planning Commission on November 4, 2009. No communication was  
219 received from the public before or after the public hearing, nor was anyone but the  
220 applicant in attendance to speak about the issue. Planning Commissioners were  
221 supportive of the proposed conditional use and, while the Commissioners were  
222 empathetic to Mr. Martin's frustrations with the accessory structure height requirements  
223 of the City Code, they were unable to find the sort of hardships necessary for the  
224 approval of the requested VARIANCE. Draft minutes of the public hearing are included  
225 with this staff report as Attachment E.

## 226 **8.0 RECOMMENDATION**

227 8.1 After reviewing the VARIANCE application, the Planning Commission found that there are  
228 no unique circumstances on the property that justify approval of a VARIANCE, that the  
229 proposed garage is not consistent with the intent of the zoning ordinance and would be  
230 out of character in a first-ring suburban city, and that the applicant's storage needs can be  
231 reasonably accommodated in compliance with the requirements of the City Code. Based  
232 on these findings, the Planning Commission voted unanimously (i.e., 6-0) to recommend  
233 denial of the requested VARIANCE, prohibiting an accessory structure from having walls  
234 in excess of 9 feet tall. Planning Division staff supports this recommendation.

235 8.2 In its review of the CONDITIONAL USE application, the Planning Commission found that a  
236 1,008-square-foot garage on this property would not have adverse impacts pertaining to  
237 the criteria to be considered with such requests. Based on these findings, the Planning  
238 Commission voted unanimously (i.e., 6-0) to recommend approval of an accessory  
239 structure with a 1,008-square-foot footprint as a CONDITIONAL USE, subject to the  
240 following conditions:

- 241        **a.**        The footprint of the accessory structure shall not exceed 1,008 square feet, and  
242               shall comply with all other zoning and building code requirements;
- 243        **b.**        No garden sheds, storage containers, or additional accessory structures shall be  
244               allowed on the property;
- 245        **c.**        The applicant shall work with Community Development staff to ensure that  
246               windows are adequately incorporated into the accessory structure to soften the  
247               visual impact on neighboring properties;
- 248        **d.**        The driveway shall be modified to achieve the 5-foot setback from a side property  
249               line required by §703.04B9 (Driveways on Private Property) of the City Code;  
250               and
- 251        **e.**        The CONDITIONAL USE approval shall expire six months after the City Council  
252               approval date if the applicant has not received a building permit by that time.

253    **9.0        SUGGESTED ACTION**

- 254    **9.1        Adopt a resolution approving the proposed CONDITIONAL USE** for Richard Martin,  
255               2970 Mildred Drive, based on the comments and findings of Sections 6-7 and the  
256               conditions of Section 8 of this report.
- 257    **9.2        Adopt a resolution denying the VARIANCE** requested by Richard Martin, 2970 Mildred  
258               Drive, based on the comments and findings of Sections 5 and 7 and the recommendation  
259               of Section 8 of this report.

**Prepared by:**    **Associate Planner Bryan Lloyd (651-792-7073)**

|              |                                 |                                              |
|--------------|---------------------------------|----------------------------------------------|
| Attachments: | A: Area map                     | E: Draft Planning Commission meeting minutes |
|              | B: Aerial photo                 | F: Draft conditional use approval resolution |
|              | C: Proposed building elevations | G: Draft variance denial resolution          |
|              | D: Site plan                    |                                              |

# Attachment A: Location Map for Planning File 09-033



Prepared by:  
Community Development Department  
Printed: October 30, 2009



**Site Location**

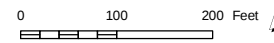
LR / R1 Comp Plan / Zoning  
Designations

## Data Sources

\* Ramsey County GIS Base Map (9/29/2009)  
For further information regarding the contents of this map contact:  
City of Roseville, Community Development Department,  
2660 Civic Center Drive, Roseville MN

## Disclaimer

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



mapdoc: planning\_commission\_location.mxd

# Attachment B: Aerial Map of Planning File 09-033



Prepared by:  
Community Development Department  
Printed: October 30, 2009



Site Location

## Data Sources

\* Ramsey County GIS Base Map (9/28/2009)

\* Aerial Data: Pictometry (4/2008)

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

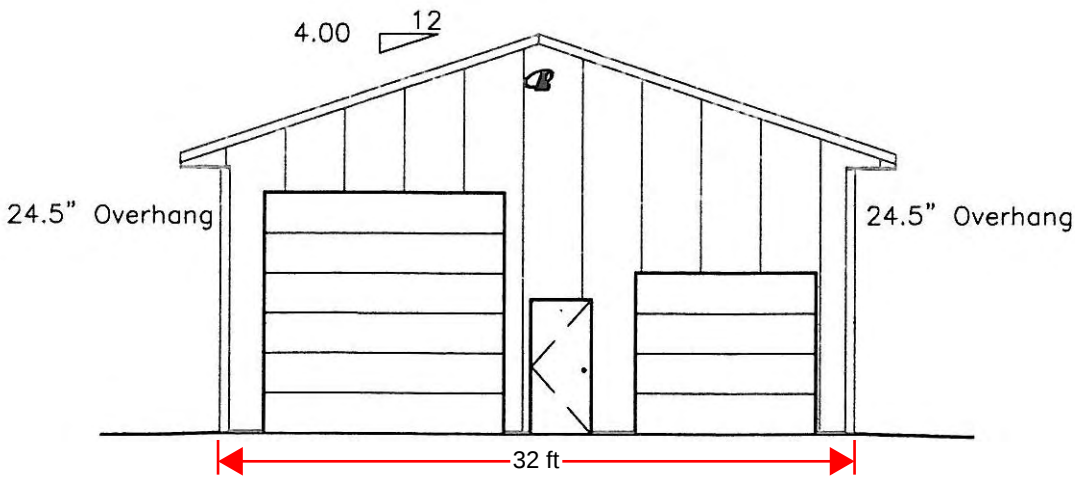
## Disclaimer

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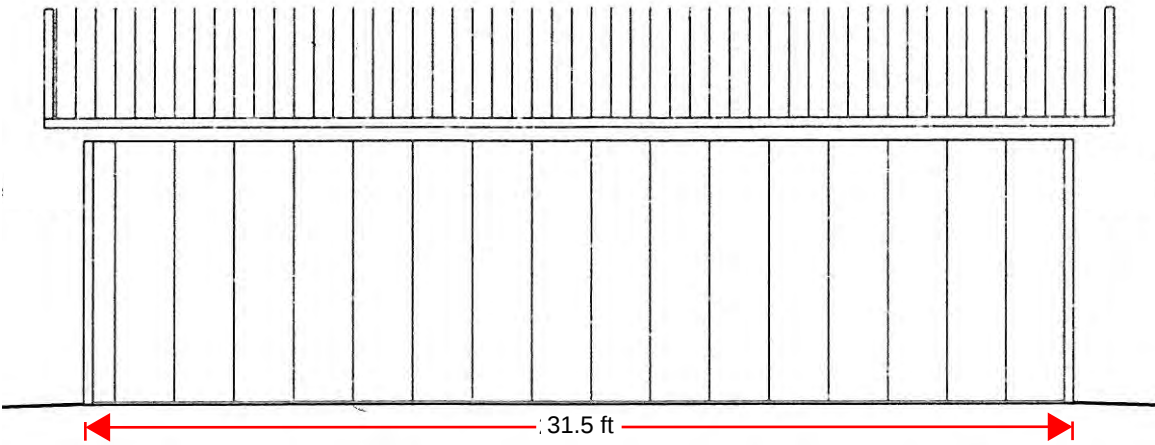
0 50 100 Feet

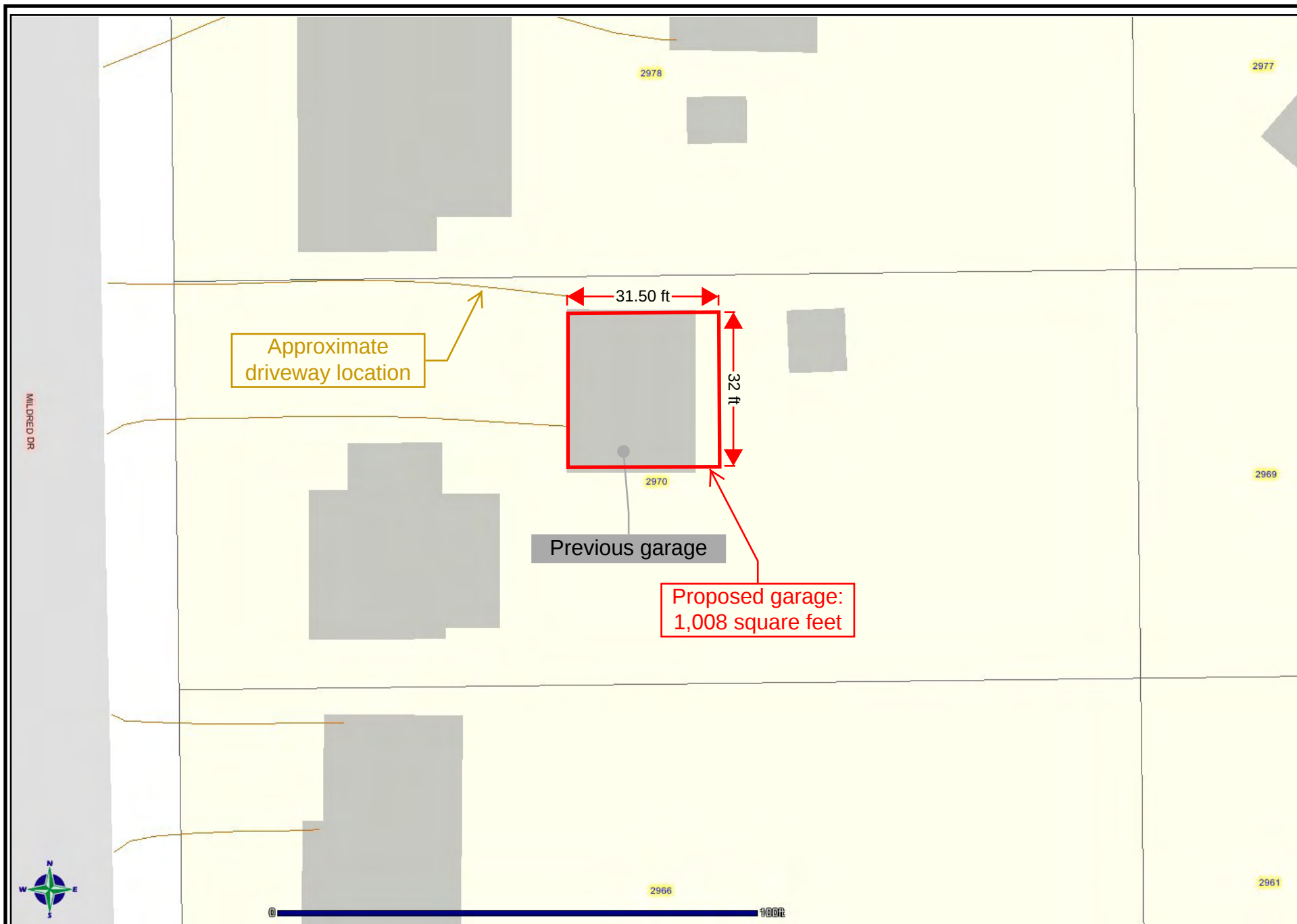


Proposed Front Elevation



Proposed Side Elevation





DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: City of Roseville and Ramsey County, The Lawrence Group; October 5, 2009 for City of Roseville data and Ramsey County property records data, October 2009 for commercial and residential data, April 2008

**Planning File 09-033**

**Request by Richard Martin, 2970 Mildred Drive, for approval of a 1,008 square-foot accessory structure as a Conditional Use and a Variance to Section 1004 (Residence Districts) of the City Code to allow the walls of the proposed accessory structure to exceed the 9-foot height limit.**

Chair Doherty opened the Public Hearing for Planning File 09-033 at 6:39 p.m.

Associate Planner Bryan Lloyd reviewed staff's analysis of the request by Richard Martin, 2970 Mildred Drive, for approval of a 1,008 square-foot accessory structure as a Conditional Use, and a Variance to Section 1004 (Residence Districts) of the City Code to allow the walls of the proposed accessory structure to exceed the 9-foot height limit. Mr. Lloyd noted that the requested variance was to more affordably accommodate a 12-foot tall overhead garage door; according to the proposed building elevations (included with this staff report as Attachment C); with the apparent desired wall height of approximately 13-14 feet.

Staff recommended approval of the Conditional Use request, subject to conditions, but DENIAL of the requested variance; based on the comments and findings, and subject to the conditions detailed in the staff report dated November 4, 2009.

Mr. Lloyd advised that staff's rationale in recommending denial of the requested variance was based on their interpretation of hardship criteria, and there being no finding to support any hardship criteria.

Commissioner Boerigter sought clarification, based on Section 6.5 of the staff report, of the potential impervious coverage ratio of 25% being exceeded; however, noted that there was no staff recommended condition to address this.

Mr. Lloyd advised that staff would monitor this calculation administratively through standard code requirements, as with other code obligations. Mr. Lloyd noted that the applicant had yet to submit to staff a highly detailed site plan, at which time those calculations could be determined to ensure mitigation was addressed. Mr. Lloyd opined that he didn't anticipate that there would be a significant increase in impervious coverage with the proposed building.

Commissioner Wozniak observed that the Planning Commission could only approve a variance if undue hardship was found; and noted that staff was indicating that none existed; and also noting that alternative designs were available to the applicant without a variance, as indicated in staff's discussion with the applicant.

Mr. Lloyd reviewed the definition of hardship, based on the standards applied in State Statute and City Code and concurred that staff was unable to find a defined hardship. Mr. Lloyd noted that alternative designs were available; however, that with more specialized design, there would be additional cost incurred by the applicant.

**Applicant, Richard Martin, 2970 Mildred Avenue**

Mr. Martin clarified that his original request had been for a twelve foot (12') wall, with a twelve foot (12') door; however, he advised that he could go down to eleven feet (11'), and yet accommodate the height of the motor home, and thus only deviate two feet (2') from City Code for a nine-foot (9') wall, and remain within Code for the height at the center point for the peak. Mr. Martin advised that without that height accommodation, it would require them parking the motor home directly in the center of the building, preventing easy access and efficient storage. Mr. Martin noted that, by moving the motor home to indoor rather than outdoor storage, it would be good for the neighborhood.

Commissioner Wozniak questioned if there had been complaints from neighbors about the outdoor storage of the recreational vehicle.

Mr. Martin advised that the next door neighbor has complained about this only feasible outdoor storage location that accommodates City Code, as it blocks the view from their windows to the south.

Chair Doherty requested ownership information on the motor home; with Mr. Martin responding that the motor home was owned by his grandfather.

**Public Comment**

Chair Doherty closed the Public Hearing at 6:53 p.m.; no one appeared for or against.

Chair Doherty spoke in support of the Conditional Use, but in opposition to the Variance for additional height, based on the lack of evidence of a defined hardship.

Chair Doherty questioned the ramifications if the Conditional Use was approved, but the Variance denied.

Chair Doherty advised that this would allow the applicant to explore alternatives, while still being able to construct the garage, without the additional height currently allowed by City Code.

Commissioner Boerigter, while sympathetic to the plight of the applicant, noted that the overall height to midpoint of the roof was not beyond current Code, and only the wall height above the nine feet (9') allowed was the issue. Commissioner Boerigter questioned the purpose of that provision, if it was due to the building looking that much higher with higher walls. However, Commissioner Boerigter concurred that this didn't equate to a defined hardship that would justify granting the variance. Commissioner Boerigter questioned if this portion of the City Code should be reviewed for further refinement.

Commissioner Boerigter spoke in support of the Conditional Use, but spoke in opposition to the Variance; and suggested that the applicant pursue alternatives to accommodating the motor home with a nine foot (9') wall and midpoint roof at fifteen feet (15'). While unfortunate, Commissioner Boerigter advised that he could not support deviating from the current code.

Commissioner Wozniak spoke in support of the Conditional Use, but in opposition to the Variance, and echoed Commissioner Boerigter's observations; while recognizing the applicant's attempt to remove an eyesore, he could not find evidence of a hardship to support the Variance.

**MOTION**

**Member Boerigter moved, seconded by Member Doherty to RECOMMEND TO THE CITY COUNCIL APPROVAL a CONDITIONAL USE for Richard Martin, 2970 Mildred Avenue; based on the comments and findings of Section 6, and the conditions of Section 7 of the staff report dated November 16, 2009.**

**Ayes: 6**

**Nays: 0**

**Motion carried.**

**MOTION**

**Member Doherty moved, seconded by Member Cook to RECOMMEND TO THE CITY COUNCIL DENIAL of the Variance requested by Richard Martin, 2970 Mildred Avenue; based on the comments and findings of Section 5 of the staff report dated November 16, 2009.**

**Ayes: 6**

**Nays: 0**

**Motion carried.**

Chair Doherty noted that the case was scheduled to be heard by the City Council at their November 16, 2009 meeting.

Commissioner Wozniak spoke in support of including this portion of City Code in the overall review of the City's Zoning Code, for possible modification.

City Planner Paschke advised that he had duly noted that suggestion; and encouraged additional comment from individual Commissioners on areas throughout the code needing improvement, modification or consistency of which they were aware.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 16<sup>th</sup> day of November 2009, at 6:00 p.m.

The following Members were present: \_\_\_\_\_;  
and the following Members were absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. \_\_\_\_\_**  
**A RESOLUTION APPROVING A 1,008-SQUARE-FOOT ACCESSORY STRUCTURE**  
**AS A CONDITIONAL USE IN ACCORDANCE WITH §1004.01, §1014.01, AND §1017.21**  
**OF THE ROSEVILLE CITY CODE FOR RICHARD MARTIN (PF09-033)**

WHEREAS, Richard Martin owns the property at 2970 Mildred Drive; and

WHEREAS, the subject property is legally described as:

**Rohleder's Oak Grove Lot 25**  
**PIN: 04-29-23-24-0031**

WHEREAS, the property owners seek to allow the construction of a 1,008-square-foot accessory structure which is a conditionally permitted use in the applicable Single-Family Residence Zoning District; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the requested CONDITIONAL USE on November 4, 2009, voting 6-0 to recommend approval of the request based on public comment and the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that approval of the requested CONDITIONAL USE will not adversely affect nearby Langton Lake or the conditions on, or the value of, nearby properties and will not compromise the health, safety, and general welfare of the citizens of Roseville;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the request for a CONDITIONAL USE in accordance with Sections §1014.01 and §1017.21 of the Roseville City Code, subject to the following conditions:

- a. The footprint of the accessory structure shall not exceed 1,008 square feet, and shall comply with all other zoning and building code requirements;
- b. No garden sheds, storage containers, or additional accessory structures shall be allowed on the property;

- 33           **c.**       The applicant shall work with Community Development staff to ensure that

34                   windows are adequately incorporated into the accessory structure to soften the

35                   visual impact on neighboring properties;
- 36           **d.**       The driveway shall be modified to achieve the 5-foot setback from a side property

37                   line required by §703.04B9 (Driveways on Private Property) of the City Code;

38                   and
- 39           **e.**       The CONDITIONAL USE approval shall expire six months after the City Council

40                   approval date if the applicant has not received a building permit by that time.

41           The motion for the adoption of the foregoing resolution was duly seconded by Council

42   Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor: \_\_\_\_\_;

43   and \_\_\_\_\_ voted against;

44   WHEREUPON said resolution was declared duly passed and adopted.

***Resolution – Richard Martin, 2970 Mildred Drive (PF09-033)***

STATE OF MINNESOTA    )  
                                          ) ss  
COUNTY OF RAMSEY     )

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 16<sup>th</sup> day of November 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 16<sup>th</sup> day of November 2009.

---

William J. Malinen, City Manager

(SEAL)

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 16<sup>th</sup> day of November 2009, at 6:00 p.m.

The following Members were present: \_\_\_\_\_;  
and the following Members were absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. \_\_\_\_\_  
A RESOLUTION DENYING A VARIANCE TO §1004.01A10 OF THE ROSEVILLE  
CITY CODE FOR RICHARD MARTIN (PF09-033)**

WHEREAS, Richard Martin owns the property at 2970 Mildred Drive; and

WHEREAS, the subject property is legally described as:

**Rohleder's Oak Grove Lot 25  
PIN: 04-29-23-24-0031**

WHEREAS, the property owner seeks to allow the construction of a detached accessory structure with walls exceeding 9 feet tall; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the requested VARIANCE on November 4, 2009, voting 6-0 to recommend denial of the request based on public comment and the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has made the following findings of fact which are in conflict with what is necessary for approving the requested VARIANCE;

- a.** garage walls exceeding the 9-foot height maximum do not relate to unique circumstances on the property, nor are there other conditions unique to this property that create a practical difficulty or that would otherwise justify the approval of a VARIANCE to the height of an accessory structure;
- b.** the proposed garage is not consistent with the intent of the zoning ordinance which is to ensure some uniformity with respect to the size of detached garages in a residential neighborhood and would be out of character with a residential area in a first-ring suburban city; and
- c.** the applicant's storage needs can be reasonably met in ways that are consistent with the requirements of the City Code, without exceeding the maximum garage height.

33 NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to DENY the  
34 request for a VARIANCE to Section §1004.01A10 of the Roseville City Code.

35 The motion for the adoption of the foregoing resolution was duly seconded by Council  
36 Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor: \_\_\_\_\_;  
37 and \_\_\_\_\_ voted against;

38 WHEREUPON said resolution was declared duly passed and adopted.

***Resolution – Richard Martin, 2970 Mildred Drive (PF09-033)***

STATE OF MINNESOTA    )  
                                          ) ss  
COUNTY OF RAMSEY     )

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 16<sup>th</sup> day of November 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 16<sup>th</sup> day of November 2009.

---

William J. Malinen, City Manager

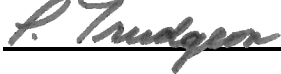
(SEAL)

  
**REQUEST FOR COUNCIL ACTION**

DATE: 11/16/2009

ITEM NO: 12.c

Department Approval:



City Manager Approval:

Item Description: Request by Clearwire, LLC for approval of a 150-foot telecommunication tower at City Hall Campus, 2660 - 2661 Civic Center Drive, as a **Conditional Use (PF09-031)**

**1.0 REQUESTED ACTION**

Clearwire is requesting approval of the erection of a 150-foot-tall telecommunication tower on the City Hall Campus as a CONDITIONAL USE, pursuant to §1013 (General Requirements) and §1014 (Conditional Uses) of the City Code.

**Project Review History**

- Application submitted and determined complete: October 9, 2009
- Sixty-day review deadline: December 8, 2009
- Planning Commission recommendation (6-0 to approve): November 4, 2009
- Project report prepared: November 6, 2009
- Anticipated City Council action: November 23, 2009

**2.0 SUMMARY OF RECOMMENDATION**

Planning Division staff concurs with the recommendation of the Planning Commission to approve the proposed CONDITIONAL USE, subject to certain conditions; see Section 9 of this report for the detailed recommendation.

**3.0 SUMMARY OF SUGGESTED ACTION**

Adopt a resolution approving the proposed CONDITIONAL USE, pursuant to §1014.01 (Conditional Uses) of the City Code, subject to conditions; see Section 10 of this report for the detailed action.

19   **4.0    BACKGROUND**

20   4.1    City of Roseville owns the property at 2660 Civic Center Drive, which has a  
21       Comprehensive Plan designation of Institutional (IN) and a zoning classification of Park  
22       & Open Space (POS).

23   4.2    This CONDITIONAL USE request has been prompted by the applicant’s desire to erect the  
24       tower, convey it to the City, and lease space for their wireless Internet equipment on and  
25       at the base of the tower, which makes the City a potential partner in the application in  
26       addition to being the landowner. For this reason, the comments of several departments  
27       and divisions of City staff have been included in this report.

28   **5.0    INFORMATION TECHNOLOGY COMMENTS**

29   5.1    Terrence Heiser, Director of Information Technology (IT), explained that Clearwire  
30       provides both fixed (i.e., home) Internet access as well as mobile access. Once their  
31       system is deployed in the metro area subscribers will be able to take their Internet  
32       connection with them if they have a notebook computer, and Twin Citians will have  
33       another option in addition to Qwest DSL or Comcast Cable Modem for Internet access.  
34       To accomplish this, Clearwire will need hundreds of sites throughout the metropolitan  
35       area. Current tower owners were contacted first and, to fill in the holes, Clearwire is  
36       exploring the development of new towers, making the question less about *whether* such  
37       towers will appear and more about *where* they will be installed.

38   5.2    The current communication technology being used by Clearwire is being called Wi-  
39       Max”; a Wi-Max antenna can cover a radius of .3 to 1.2 miles. Given this coverage it is  
40       expected that there will be 7 - 9 antenna sites in or around Roseville. Clearwire is specific  
41       about the elevation, keeping the antennas about 120' from the ground: in Roseville (and  
42       most suburban communities) this creates a challenge since there are very few 10-story  
43       buildings to attach antennas. So they need to find free-standing towers. Currently there  
44       are 5 free-standing towers in Roseville, three of which are owned by the City and the  
45       other two owned by AT&T.

46   5.3    Roseville has completed applications to co-locate Clearwire antennas on two of the  
47       City’s exiting towers: Fairview (Fire Station #2) and Alta Vista (Reservoir Woods). An  
48       engineering analysis has indicated that the third tower – on City Hall Campus, next to the  
49       Public Works garage – is at its structural capacity and cannot accommodate the proposed  
50       equipment. Another tower on Campus, the former UHF/VHF transmitting/receiving  
51       tower adjacent to City Hall, is no longer active. This tower was also evaluated but, at  
52       only 80 feet in height, it does not meet Clearwire’s needs. This is why a new tower is  
53       being proposed. A 120-foot-tower would satisfy Clearwire’s minimum height  
54       requirements, but such height would most likely preclude other service providers from  
55       co-locating on the tower. The proposed tower height is 150 feet, identical to the other  
56       active communications tower on Campus.

57   5.4    Mr. Heiser strongly supports the proposed tower at City Hall Campus not only because  
58       he’s routinely asked by residents about when city-wide wireless Internet service will be  
59       available, but also because it would be of significant value in the City’s own operations.  
60       It would be used for backup wireless connections (pending funding for equipment) to the  
61       water booster station, water tower, and Dale Fire Station. The tower would also

62 contribute to the plan to deploy wireless water meter reading that is currently being  
63 reviewed by the water department. The project requires a “reader point” on Campus to  
64 communicate with radios attached to homes. With the existing tower at capacity, the new  
65 tower is key to this project. Finally, Mr. Heiser suggests making the removal of the  
66 decommissioned UHF/VHF tower a condition of the approval of the proposed tower.

67 **6.0 PUBLIC WORKS COMMENTS**

68 Duane Schwartz, Public Works Director, indicated that the Public Works Department is  
69 supportive of the City Hall Campus location because it will not necessarily impede future  
70 use of this site and it does not negatively impact our operations or maintenance of the  
71 site.

72 **7.0 COMMUNITY DEVELOPMENT COMMENTS**

73 7.1 Section 1013.10A1 (City-Owned Towers) allows telecommunication towers that are  
74 owned by the City as permitted uses in business and industrial districts or as  
75 CONDITIONAL USES in all other zoning districts. This provision allows Clearwire to erect a  
76 tower, convey ownership of the tower to Roseville, and lease the tower and ground space  
77 required for their telecommunication equipment on City Hall Campus as a CONDITIONAL  
78 USE in the POS zoning district.

79 7.2 Section 1013.10A3 (Collocation on City Sites) further requires that new  
80 telecommunication equipment be mounted on existing towers when it is “technically  
81 feasible” to mount the new equipment among or around existing equipment. As noted  
82 above, collocation on an existing tower on City Hall Campus is not technically feasible,  
83 but this Code provision supports the proposed 150-foot height to enable collocation on  
84 the new tower, minimizing the total number of towers on the site as future  
85 telecommunication service providers utilize the same location.

86 7.3 Section 1014.01 (Conditional Uses) of the City Code requires the Planning Commission  
87 and City Council to consider the following criteria when reviewing a CONDITIONAL USE  
88 application:

- 89 a. Impact on traffic;
- 90 b. Impact on parks, streets, and other public facilities;
- 91 c. Compatibility of the site plan, internal traffic circulation, landscaping, and  
92 structures with contiguous properties;
- 93 d. Impact of the use on the market value of contiguous properties;
- 94 e. Impact on the general public health, safety, and welfare; and
- 95 f. Compatibility with the City’s Comprehensive Plan.

96 7.4 **Impact on traffic:** The Planning Division has determined that an increase in traffic  
97 volume due to the installation of the proposed tower will not be an issue given that such a  
98 facility is not the origin or destination of vehicle trips beyond the initial construction and  
99 occasional maintenance.

100 7.5 **Impact on parks, streets and other public facilities:** The Planning Division has  
101 determined that the only potential impact of a telecommunications tower on the City’s

102 parks, streets, and/or other facilities would be aesthetic. While nothing can be feasibly  
103 done to mask the tower itself, the applicant proposes to screen ground-mounted  
104 equipment in an enclosure that matches the City Hall building itself.

105 **7.6 Compatibility ... with contiguous properties:** The proposed tower would not change  
106 the circulation on the property. While another 150-foot tower on the City Hall Campus  
107 might not be aesthetically compatible with the residential uses across Lexington Avenue  
108 and County Road C, Planning Division staff believes that the proposed use (i.e., the  
109 provision of wireless Internet service itself) would be welcomed by most property owners  
110 as a residential amenity.

111 **7.7 Impact of the use on the market value of contiguous properties:** Planning Division  
112 staff is unaware of existing market analyses indicating that telecommunications towers  
113 like the one currently proposed have a negative impact on the value of properties that are  
114 already adjacent to railways, major roadways and electrical transmission towers.

115 **7.8 Impact on the general public health, safety, and welfare:** The Planning Division is  
116 unaware of any negative impacts on the general public health, safety, and welfare caused  
117 by the provision of wireless Internet service as proposed. Moreover, the Federal  
118 Communications Commission (FCC), which is the regulating authority for  
119 communications equipment like what is currently proposed, prohibits a local government  
120 from denying equipment which complies with FCC technical requirements for reasons  
121 pertaining to health.

122 **7.9 Compatibility with the City's Comprehensive Plan:** Although the primary use of the  
123 proposed tower is commercial in nature, it would also provide wide-spread benefits of  
124 wireless Internet service as well as additional technology infrastructure for City  
125 operations, which Planning Division staff believes to be consistent with the  
126 Comprehensive Plan's guidance of the property for institutional uses.

## 127 **8.0 PUBLIC HEARING**

128 The duly noticed public hearing for the CONDITIONAL USE application was held by the  
129 Planning Commission on November 4, 2009. No communication was received from the  
130 public before or after the public hearing. One person in attendance inquired whether the  
131 equipment proposed for the City Hall Campus would improve the cellular phone service  
132 in the neighborhood to the south of Acorn Park; the response to this question indicated  
133 that new or modified telecommunications equipment at the City Hall Campus would not  
134 appreciably improve the cellular phone service in that area. Terre Heiser, Roseville's  
135 Director of Information Technology, and Tony Vavoulis, the applicant's representative,  
136 answered Planning Commissioners' questions about why the proposed tower site was  
137 selected over other potential locations that might have less visual impact and how the  
138 tower could be of benefit to regular City operations. Draft minutes of the public hearing  
139 are included with this staff report as Attachment D.

## 140 **9.0 RECOMMENDATION**

141 In its review of the CONDITIONAL USE application, the Planning Commission found that a  
142 telecommunication tower in the proposed location would not have adverse impacts  
143 pertaining to the criteria to be considered with such requests and voted unanimously (i.e.,  
144 6-0) to recommend approval of the proposed CONDITIONAL USE. Based the general

consensus of City staff in support of the proposed telecommunication tower indicated in Sections 5-6 of this report and the findings outlined in Section 7 of this report, the Planning Division supports the recommendation of the Planning Commission, subject to the following conditions:

- a. The applicant shall provide documentation demonstrating that Clearwire's equipment will operate within the technical requirements of the Federal Communications Commission;
- b. The tower and enclosure surrounding the ground-mounted equipment shall be located as shown on the site plan included with this report as part of Attachment C;
- c. The top of the proposed monopole tower shall not be higher than 150 feet above the grade at the base of the structure;
- d. The enclosure surrounding the ground-mounted equipment shall be 20-feet-by-20-feet in area, 6-and-a-half feet in height, and shall have exterior materials that are similar to the nearby City Hall building;
- e. External lights (i.e., those not integral to the equipment itself) shall not be installed on the tower or equipment;
- f. Any wiring serving the equipment shall be buried; and
- g. The existing, decommissioned UHF/VHF tower shall be removed prior to the construction of the proposed tower.

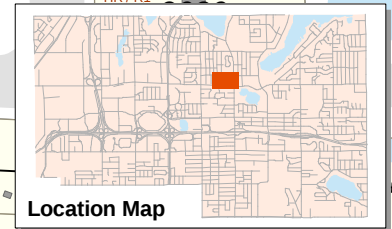
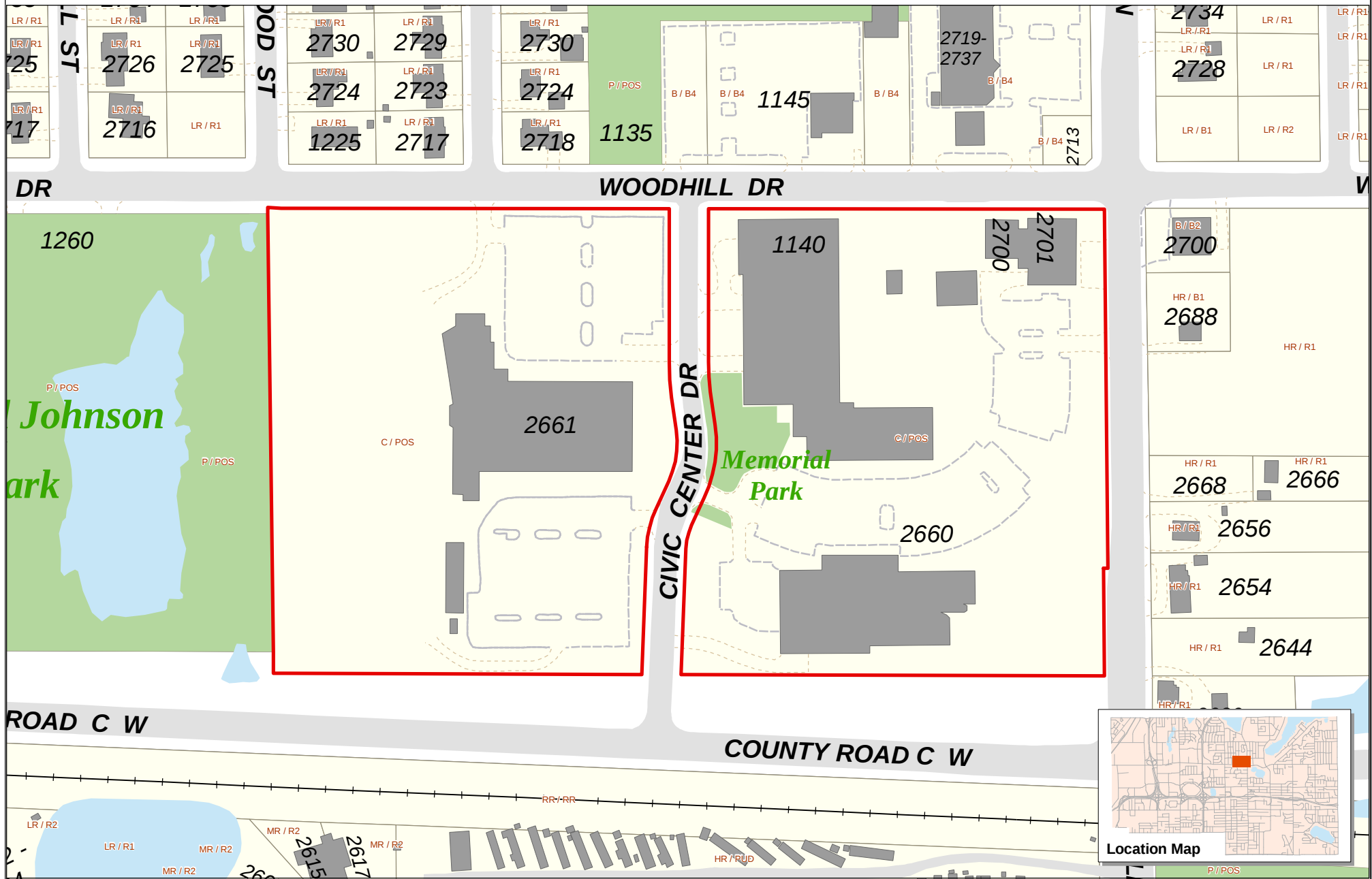
#### **10.0 SUGGESTED ACTION**

**By motion, recommend approval of the proposed CONDITIONAL USE** for Clearwire, LLC to allow the construction of a 150-foot telecommunication tower at 2660 Civic Center Drive, based on the comments and findings of Sections 4-8 and the conditions of Section 9 of this report.

**Prepared by:** Associate Planner Bryan Lloyd (651-792-7073)

Attachments: A: Area map D: Draft Planning Commission minutes  
B: Aerial photo E: Draft resolution  
C: Proposed plans

# Attachment A: Location Map for Planning File 09-031



Prepared by:  
Community Development Department  
Printed: October 30, 2009



**Site Location**

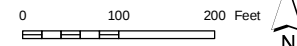
Comp Plan / Zoning  
Designations

## Data Sources

\* Ramsey County GIS Base Map (9/29/2009)  
For further information regarding the contents of this map contact:  
City of Roseville, Community Development Department,  
2660 Civic Center Drive, Roseville MN

## Disclaimer

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



mapdoc: planning\_commission\_location.mxd

## Attachment B: Aerial Map of Planning File 09-031



Prepared by:  
Community Development Department  
Printed: October 30, 2009



Site Location

### Data Sources

\* Ramsey County GIS Base Map (9/28/2009)

\* Aerial Data: Pictometry (4/2008)

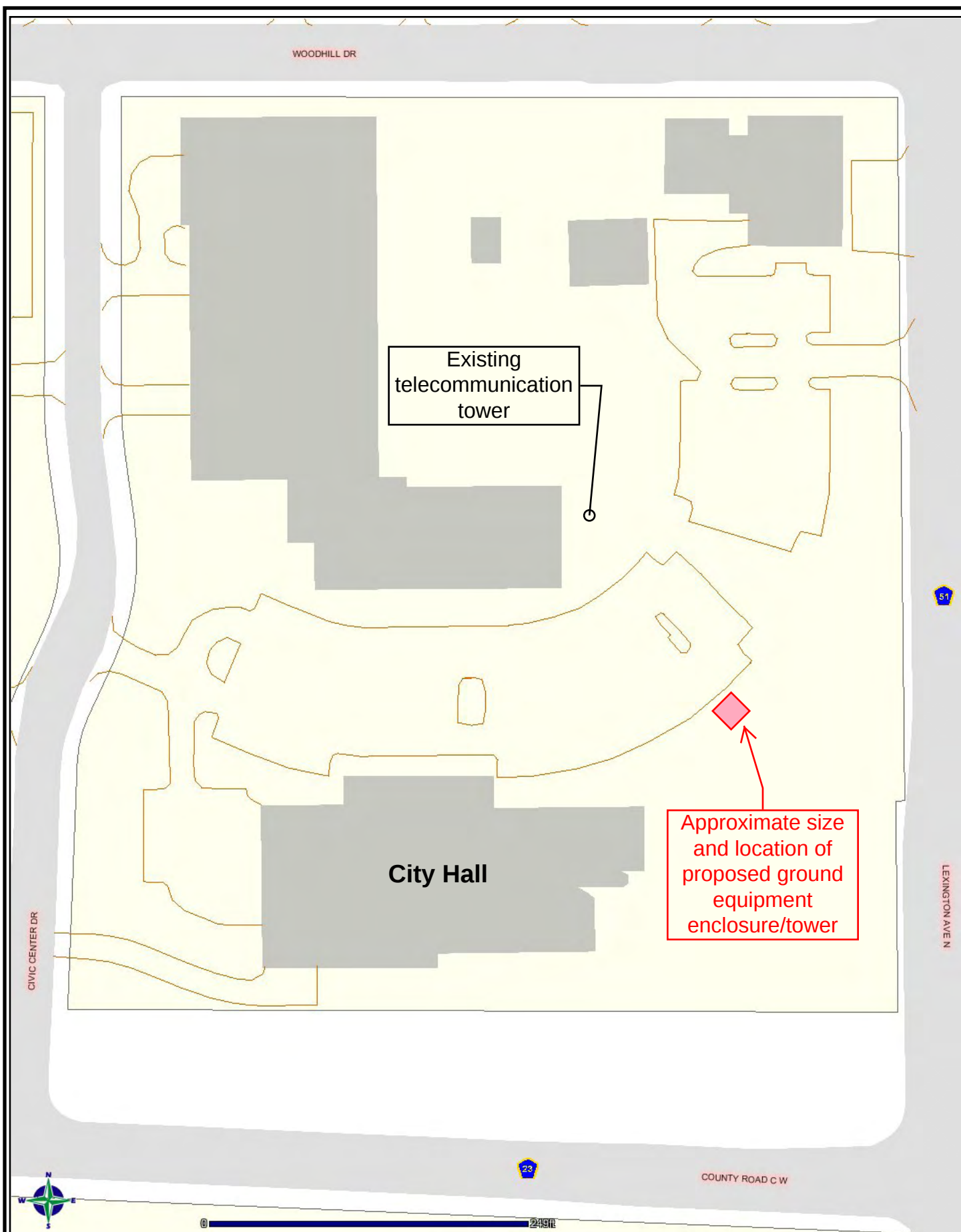
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0 50 100 150 200 Feet





DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: City of Roseville and Ramsey County, The Lawrence Group; October 5, 2009 for City of Roseville data and Ramsey County property records data,

**Planning File 09-031****Request by Clearwire, LLC for approval of a 150-foot telecommunication tower on the City Hall Campus, 2660 – 2661 Civic Center Drive, as a Conditional Use, pursuant to City Code, Sections 1013 (General Requirements) and 1014 (Conditional Use)**

Chair Doherty opened the Public Hearing for Planning File 09-031 at 7:02 p.m.

Mr. Lloyd reviewed the request of the applicant for a Conditional Use to erect the tower, convey it to the City, and lease space for their telecommunication equipment on and at the base of the tower; making the City a potential partner in the application in addition to its being the landowner. Mr. Lloyd advised that Clearwire provides fixed Internet access as well as mobile access; and that this was only one of several hundred proposed towers at sites throughout the metropolitan area; with current tower owners contacted before exploring development of new towers. Mr. Lloyd advised that the existing monopole on the City Hall campus was already at capacity, thus the proposal to construct an additional tower at the proposed location.

Mr. Lloyd advised that staff was unable to find any significant negative impact, with wireless transmission equipment providing immediate benefit to City operations, and allowing for potential future benefit for wireless meter reading and other technology.

Mr. Lloyd advised that staff in several City departments supported the requested action; and staff recommended APPROVAL of the request by Clearwire, LLC for construction of a 150-foot telecommunication tower on the City Hall Campus, 2660 – 2661 Civic Center Drive as a CONDITIONAL USE, pursuant to City Code, Section 1014.01, and subject to conditions as detailed in Section 9 of the staff report dated November 4, 2009.

Discussion among staff and Commissioners included clarification of the actual height of the existing tower (150'); similarity of construction to the existing tower; and review of proposed locations other than that being considered, and rationale for dispensing with those other locations.

Further discussion included economic incentives for the City to support this new tower; with that potential acknowledged based on lease payments and additional revenues that would provide economic incentives; however, noting that the recommendation at the Planning Commission level needed to be focused on strict land use considerations; with the City Council ultimately considering financial incentives and final approval. Staff advised that, if the request was approved, a contract would need to be negotiated by other City staff with ultimate approval of any such contract by the City Council.

Commissioner Doherty opined that, if it was not good economically for the City, he was unsure of his support for the request.

Mr. Lloyd suggested that, even if there were no revenue gains from construction of the tower, the City could realize operational benefits for their wireless needs.

Mr. Paschke suggested that the discussion refocus on the land use.

Commissioner Boerigter concurred, noting that the Planning Commission's charge should focus only on viable land use applicability; and the need for the City Council to make a determination, after that land use approval, whether the tower was economically feasible.

**Terre Heiser, City of Roseville's Director of Information Technology (IT)**

Mr. Heiser spoke to consideration of other sites on campus, five (5) in all; with two (2) in the OVAL parking lot directly on County Road C, with one location considered in the southwest corner, and one location in the southeast corner; another site on the northwest corner of the Public Works garage along Woodhill Drive; and another behind the existing Public Works salt storage facility. Mr. Heiser noted that the OVAL parking locations would have necessitated elimination of parking spots (8) and restricting and/or impacting traffic flow within the lot. Mr. Heiser advised that the other location along Woodhill Drive, following subsequent review by the Fire Department, Public Works Department, City Manager, and IT staff, would have required realignment of a driveway, which would increase its slope and create problematic access to accommodate equipment. Mr. Heiser advised that the preferred location behind the salt storage lot was problematic since it was currently fully occupied by equipment and construction materials, with no other available storage location. Mr. Heiser noted that, if Fire Station No. 1 had been removed by now, that site could have been considered; however, he noted that this would also seriously restrict any future campus expansion for another facility.

Mr. Heiser advised that the proposed location provided enough distance between the two towers to prevent interference between them; with the location chosen based on the parking lot location and pathway and driveway access, as well as the locations of the existing tower and other visible elevations (i.e., high voltage power lines).

Mr. Heiser addressed the currently extended tower, and existing service providers and the over \$100,000 in annual revenue realized by the City from that pole. Mr. Heiser advised that engineering analyses put the existing tower at full capacity, creating another issue for existing providers for the next generation of technology, and their pending need to address that even on the current tower. Mr. Heiser advised that the proposed new tower could help accommodate expansion needs of users on the existing tower.

Mr. Heiser clarified that the contract would be negotiated before City Council action on this request; with the City Council ultimately having approval rights of the contract, with that consideration providing a full financial and benefit analysis. Mr. Heiser noted that the City currently realized revenue from the City Hall Campus tower, as well as towers at the Fairview water tower, and AltaVista, with current revenues of about \$375,000 in total.

Discussion between staff and Commissioners included other tower capacities and their 3-legged construction and height of 180' versus the proposed 150' monopole on the City Hall Campus; desire of this applicant and other providers to locate on existing sites, rather than to pursue less cost-effective construction and time-consuming land use approvals; needs in the area to complete cellular and wireless networks to provide improved coverage for users; additional proposal coming before the Commission at tonight's meeting for consideration of a tower in Acorn Park; and screening and construction materials for the ground equipment.

**Applicant Representative, Tony Vavoulis, (740 Linwood Avenue, St. Paul)**

Mr. Vavoulis advised that the proposed monopole structure was simple; that negotiations were being initiated with City staff, with Clearwire, if this application was approved, building the tower and then transferring ownership to the City, with the City then having full rights to lease space to whomever the City wished, based on conditions protecting Clearwire's transmission requirements with those of future users; with Clearwire recovering their initial investment through lower lease rates, but ultimately making lease payments similar to other providers. Mr. Vavoulis noted that these contract negotiations were separate from tonight's land use request.

Mr. Vavoulis advised that Clearwire was currently looking at space on the Fairview tower, with leases in their final form, as well as at AltaVista; with both contracts being presented to the City Council in the near future for their consideration. Mr. Vavoulis advised that, in addition to the other request on tonight's agenda (at Acorn Park), Clearwire was considering one other private existing monopole in the City that they were hoping to co-locate on, with their company considering four hundred (400) locations throughout the overall metropolitan area to provide high power wireless Internet service network.

Discussion between Mr. Vavoulis and Commissioners included types of users on each tower; City Code provisions preferring multi-user towers to avoid additional towers; negotiations of future potential users on the tower would involve the City, not Clearwire; estimated distance of one-and-a-half to two miles from the City Hall Campus to Acorn Park; maximum signal radius distance as detailed in Section 5.2 of the staff report; the overall grid used by Clearwire to determine antennae locations for best coverage; lower power of Internet networks than that of cellular requiring a tighter grid; and the original request of Clearwire for a 120' tower at Acorn Park.

Mr. Vavoulis advised that Clearwire only needed a maximum height of 120'; but in attempting to work with the City, based on their Code for multiple users; and their business model in seeking revenue potential, the City was requesting the higher tower (150') to provide a viable product in the market to host multiple users.

Commissioner Wozniak sought clarification from Mr. Heiser on technological benefits to the City's Public Works crews in obtaining wireless Internet service at either of the proposed towers or others within the City.

Mr. Heiser advised that the City's Water Department had been exploring for years the possibility of AMR for wireless reading of water meters, a task still performed manually by personnel. Mr. Heiser noted that there were a number of products developed over the last few years, allowing for more efficient monitoring of various equipment (e.g., lift stations) within the City; with the City's IT Department more involved in supervisory management of the City's SCADA system for the monitoring. Mr. Heiser further noted that, in addition to the City itself, Roseville supported twenty (20) other cities on their IT network, and involved with each of those cities in monitoring their equipment as well, requiring central locations throughout the community to communicate with home readers. Mr. Heiser advised that the City of Roseville's northwest quadrant was still a challenge, and would probably require a cooperative agreement with the City of St. Anthony or the City of New Brighton to accommodate wireless reading of those meters, since the Fairview water tower didn't have the required "signal reach". Mr. Heiser noted that, among those twenty (20) cities dependent on the City of Roseville's IT Department, that encompassed over sixty-five (65) buildings, as far away as Forest Lake and Lake Elmo, and included fiber construction to the Roseville Area School District as part of the overall City of Roseville network. Mr. Heiser noted that fiber optic access was limited by funding, and made wireless communication a much more economic and available option.

Mr. Heiser advised that, while the City is attempting to take advantage of business opportunities for additional revenue sources and keeping taxes as reasonable as possible, it was also attempting to keep the need for 150' towers to a minimum.

Chair Doherty requested that Mr. Heiser remain for the next Public Hearing on Acorn Park as well.

**Public Comment**

**Sarah Heikkila, 2500 Matilda Street (south of Acorn Park)**

Ms. Heikkila requested if and how a tower at City Hall would improve service and if it could accommodate other service providers to avoid a tower located at Acorn Park.

Mr. Heiser responded that the City Hall tower would allow them to move from the existing tower to the proposed tower, if approved; and noted that providers based their coverage needs on terrain, trees, and other buildings within their coverage radius but would not significantly affect service near Acorn Park.

Mr. Heiser encouraged residents having issues or questions about their service to communicate that to Roseville's IT staff, as the City had contact with many tower operators, and if residents were aware of dead spots, the City could alert the operators' engineers. Mr. Heiser advised that his contact information was available on the City website, and advised he would welcome e-mails and comments from residents.

Chair Doherty closed the Public Hearing at 7:43 p.m.

**MOTION**

**Member Boerigter moved, seconded by Member Doherty to RECOMMEND TO THE CITY COUNCIL APPROVAL of the CONDITIONAL USE for Clearwire, LLC to allow the construction of a 150' telecommunication tower at 2660 Civic Center Drive; based on the information and comments of Sections 4-7, and the conditions of Section 8 of the project report dated November 4, 2009.**

Commissioner Wozniak questioned whether any lights were needed to avoid air traffic.

Mr. Vavoulis advised that towers under 200' did not require lights; and further advised that the proposed tower(s) were out of any restricted areas for airports.

**Ayes: 6**

**Nays: 0**

**Motion carried.**

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 16<sup>th</sup> day of November 2009, at 6:00 p.m.

The following Members were present: \_\_\_\_\_;  
and the following Members were absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION NO. \_\_\_\_\_  
A RESOLUTION APPROVING A 150-FOOT TELECOMMUNICATION TOWER  
FACILITY AS A CONDITIONAL USE IN ACCORDANCE WITH §1013.10 AND  
§1014.01 OF THE ROSEVILLE CITY CODE FOR CLEARWIRE LLC AND CITY OF  
ROSEVILLE (PF09-031)**

WHEREAS, City of Roseville owns the property at 2660 Civic Center Drive; and

WHEREAS, the subject property is legally described as:

**SECTION 3 TOWN 29 RANGE 23 PART S OF WOODHILL DRIVE OF SE 1/4 (SUBJ  
TO RDS) IN SEC 3 TN 29 RN 23  
PIN: 13-29-23-44-0031**

WHEREAS, Clearwire LLC in conjunction with the property owner seeks to allow the construction of a 150-foot telecommunication tower to be owned by City of Roseville, which is a conditionally permitted use in the applicable Park & Open Space Zoning District; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the requested CONDITIONAL USE on November 4, 2009, voting 6-0 to recommend approval of the request based on public comment and the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that approval of the requested CONDITIONAL USE will not adversely affect the conditions on, or the value of, nearby properties and will not compromise the health, safety, and general welfare of the citizens of Roseville;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the request for a CONDITIONAL USE in accordance with Sections §1014.01 and §1013.10 of the Roseville City Code, subject to the following conditions:

- a.** The applicant shall provide documentation demonstrating that Clearwire's equipment will operate within the technical requirements of the Federal Communications Commission;

- b.** The tower and enclosure surrounding the ground-mounted equipment shall be located as shown on the site plan included with this report as part of Attachment C;
- c.** The top of the proposed monopole tower shall not be higher than 150 feet above the grade at the base of the structure;
- d.** The enclosure surrounding the ground-mounted equipment shall be 20-feet-by-20-feet in area, 6-and-a-half feet in height, and shall have exterior materials that are similar to the nearby City Hall building;
- e.** External lights (i.e., those not integral to the equipment itself) shall not be installed on the tower or equipment;
- f.** Any wiring serving the equipment shall be buried; and
- g.** The existing, decommissioned UHF/VHF shall be removed prior to the construction of the proposed tower.

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

WHEREUPON said resolution was declared duly passed and adopted.

*Resolution – Clearwire/City Hall Campus, 2660 Civic Center Drive (PF09-031)*

STATE OF MINNESOTA    )  
                                          ) ss  
COUNTY OF RAMSEY    )

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 16<sup>th</sup> day of November 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 16<sup>th</sup> day of November 2009.

---

William J. Malinen, City Manager

(SEAL)

  
**REQUEST FOR COUNCIL ACTION**

Date: Nov. 16, 2009

Item No.: 12.d

Department Approval

City Manager Approval



---

Item Description:     **Housing Improvement Area (HIA) Policy (HF0087)**

---

**REQUESTED ACTION**

The Roseville HRA created and requests that the Roseville City Council to adopt the following Housing Improvement Area (HIA) policy.

**BACKGROUND**

Westwood Village I requested the creation of a HIA over three years ago. During that time the HRA staff worked to create the HIA. On June 8, 2009 City Council passed an ordinance and fee resolution for the Westwood Village I Townhome Association, and thereby created the first HIA in Roseville. As part of the overall process, the City Council requested that the HRA develop a formal HIA policy.

The City of Roseville has the authority to establish HIAs under Minnesota Statutes, Sections 429A.11 to 428.21. This authority expires on June 30, 2013, unless extended by future legislation.

**POLICY OBJECTIVE**

Under the proposed policy, all HIAs financed through the City of Roseville should meet the following minimum approval criteria.

- ✓ The project must be in accordance with the Comprehensive Plan and Zoning Ordinances.
- ✓ HIA financing shall be provided within applicable state law, municipal debt limit guidelines, and other appropriate financial requirements and policies.
- ✓ The project should meet one or more of the following goals related to neighborhood stabilization, correct housing code violations, maintain or qualify for FHA financing, increase or prevent loss of tax base, stabilize or increase owner occupied units with in the association, or to meet other uses of public policy.

- ✓ The application for the creation of the HIA shall be from the Home Owner's Association (HOA).
- ✓ The term of the HIA should be the shortest term possible while still making the annual fee affordable to the Association members. The term of any bonds will mature in 15 years or less. ***The maximum amount of time that the City has ever issued for any bond is 15 years.*** If the HIA is financed through a loan of other funds, the terms of the loan will be determined based on the facts of circumstances of that HIA.
- ✓ As part of its application the Association will be required to provide financial guarantees to ensure the repayment of the HIA financing.
- ✓ The proposed project, including the use of HIA financing, will need to be supported by a petition of at least 51% of the owners within the Association requesting the creation of the HIA. ***The law only requires that 25% of the owners sign the petition. However it is HRA's recommendation that a majority of the Association request in writing that the HIA be created.***
- ✓ The Association must have adopted a financial plan, prepared by an independent third party.
- ✓ HIA financial assistance will always be considered 'last resort financing' for the project.
- ✓ The Association will be required to enter into a development agreement and disbursement agreement.
- ✓ The improvements financed through the HIA should primarily be exterior improvements and other improvements integral to the operation of the overall project, e.g. boilers.
- ✓ Similar to other housing loan programs the average market value of units in the Association should not exceed the maximum home purchase price for existing homes under the State's first time homebuyer program. (In 2009, the metro amount is \$298,125).
- ✓ Options for financing the HIA can be City-issued bonds, existing City fund balances or Roseville Housing and Redevelopment Authority fund balances.
- ✓ The Association will pay the City an assessment fee of at least 2% of the total amount of project to cover administrative costs.
- ✓ The division of the costs for the proposed improvements (i.e., how the fee is spread to unit owners) shall follow the method utilized in the Association's bylaws and declarations. However if the Associations bylaws and declarations call for the fee to be imposed on a basis other than tax capacity or square footage,

78 then the City Council must make a finding that the alternative basis is more fair  
79 and reasonable. ***This provision is needed because of 2009 legislation.***

- 80
- 81 ✓ If it is determined that RHRA funds will be used, the City Council will still be  
82 required to make the findings of need regarding the creation of the HIA; adopt an  
83 ordinance establishing the HIA; and designate the RHRA as the implementing  
84 agency.

85

86

87 The attached policy has been reviewed by the RHRA attorney Steve Bubul to make sure that the  
88 City will be in accordance with the state statute.

89 **REQUESTED COUNCIL ACTION**

90

91 Adopt the attached HIA policy.

92

Prepared by: Jeanne Kelsey, Housing Program Coordinator, 651-792-7086

Attachments: A: HIA Policy

**CITY OF ROSEVILLE  
HOUSING IMPROVEMENT AREA POLICY**

**1. PURPOSE**

- 1.01 The purpose of this policy is to establish the City's position relating to the use of Housing Improvement Area (HIA) financing for private housing improvements. This policy shall be used as a guide in processing and reviewing applications requesting HIA financing.
- 1.02 The City shall have the option of amending or waiving sections of this policy when determined necessary or appropriate.

**2. AUTHORITY**

- 2.01 The City of Roseville has the authority to establish HIAs under Minnesota Statutes, Sections 429A.11 to 428.21. Such authority expires June 30, 2013, subject to extension by future legislation.
- 2.02 Within a HIA, the City has the authority to:
  - A. Define and assist in the financing of housing improvements for owner-occupied housing in the City.
  - B. Levy housing improvement fees.
  - C. Issue bonds or advance funds through an internal loan to pay for housing improvements
- 2.03 The City Council has the authority to review each HIA petition, which includes scope of improvements, association's finances, long term financial plan, and membership support.

**3. ELIGIBLE USES OF HIA FINANCING**

- 3.01 As a matter of adopted policy, the City of Roseville will consider using HIA financing to assist private property owners only in those circumstances in which the proposed private projects address one or more of the following goals:
  - A. To promote neighborhood stabilization and revitalization by the removal of blight and/or the upgrading of the existing housing stock in a neighborhood.
  - B. To correct housing or building code violations as identified by the City Building Official.
  - C. To maintain or obtain FHA mortgage eligibility for a particular condominium or townhome association or single family home within the designated HIA.

D. To increase or prevent the loss of the tax base of the City in order to ensure the long-term ability of the City to provide adequate services for its residents.

E. To stabilize or increase the owner-occupancy level within a neighborhood or association.

F. To meet other uses of public policy, as adopted by the City of Roseville from time to time, including promotion of quality urban design, quality architectural design, energy conservation, decreasing the capital and operating costs of local government, etc.

#### **4. HIA APPROVAL**

4.01 All HIA financed through the City of Roseville should meet the following minimum approval criteria. However, it should not be presumed that a project meeting these criteria would automatically be approved. Meeting these criteria creates no contractual rights on the part of any Association with the City.

A. The project must be in accordance with the Comprehensive Plan and Zoning Ordinances, or required changes to the Plan and Ordinances must be under active consideration by the City at the time of approval.

B. The HIA financing shall be provided within applicable state legislative restrictions, debt limit guidelines, and other appropriate financial requirements and policies.

C. The project should meet one or more of the above adopted HIA Goals as stated in Section 3 of this policy.

D. The application for the creation of the HIA shall be from the Home Owner's Association (HOA).

E. The term of the HIA should be the shortest term possible while still making the annual fee affordable to the Association members. If the HIA is financed through issuance of bonds, the bonds will mature in no later than 15 years. If the HIA is financed through a loan of other funds, the terms of the loan will be determined based on the facts of circumstances of that HIA.

F. The Association in a HIA should provide adequate financial guarantees to ensure the repayment of the HIA financing and the performance of the administrative requirements of the development agreement. Financial guarantees may include, but are not limited to the pledge of the Association's assets including reserves, operating funds and/or property.

G. The proposed project, including the use of HIA financing, should be supported by a petition of at least 51% of the owners within the Association requesting the creation of the HIA. The Association should include the results of any membership votes along with the petitions to create the area.

H. The Association must have adopted a financial plan, prepared by an independent third party mutually acceptable to the Association, the City Finance Director and HRA staff, that provides for the Association to finance maintenance and operation of the common elements within the Association and a long-range plan to conduct and finance capital improvements therein, which does not rely upon the subsequent use of the HIA tool.

I. HIA financial assistance is considered 'last resort financing' and should not be provided to projects that have the financial feasibility to proceed without the benefit of HIA financing. Evidence that the Association has sought other financing for the project will be required and should include an explanation and verification that an assessment by the Association is not feasible along with at least two letters from private lenders or other evidence indicating a lack of financing options.

J. The Association will be required to enter into a development agreement and disbursement agreement, which may include, but is not limited to, the following terms:

- Establishment of a reserve fund
- Conditions of disbursement
- Required dues increases
- Notification to new owners of levied fees
- Staffing requirements for the Association related to third party involvement annual reporting requirements

K. The improvements financed through the HIA should primarily be exterior improvements and internal improvements integral to the operation of the project, e.g. boilers. The improvements must be of a permanent nature. The Association must have a third party conduct a facility needs assessment to determine and prioritize the scope of improvements.

L. HIA financing will not be provided to those projects that fail to meet the goals and criteria set forth in this policy, as amended from time to time.

M. The financial structure of the project must receive a favorable review by the City's Financial Advisor and Bond Counsel. The review will include a review of performance and level of outstanding debt of previous HIAs.

N. The average market value of units in the Association should not exceed the maximum home purchase price for existing homes under the State's first time homebuyer program. (In 2009, the metro amount is \$298,125)

- 4.02 The Association will be required to pay all third party costs incurred by the City of Roseville in connection with the HIA if the HIA does not go forward for any reason. If the HIA does go forward, the City will pay its third-party costs from the administrative charge described in Section 5.02.
- 4.03 The Association will be required to enter into contracts for construction of the housing improvements, subject to review and approval of designs and specifications by the City or RHRA as the implementing entity. The Association will be required to demonstrate that it obtained at least three bids for work on the housing improvements, and all contracts must be with contractors who are licensed and insured.

### ***5.0 HIA FINANCING***

- 5.01 Appropriate methods for funding the improvements in an HIA include:
  - A. City-issued bond
  - B. Existing City fund balances
  - C. Roseville Housing and Redevelopment Authority fund balances
- 5.02 The Association will pay the city an assessment fee of 2% of the total amount of project or the total amount of all third party costs, which is ever greater to cover administrative costs. This amount may be financed over time by adding to the fee, or the City may elect to finance the administrative charge through proceeds of bonds or an internal loan.
- 5.03 The division of the costs for the proposed improvements (i.e., how the fee is spread to unit owners) shall follow the method utilized in the Association's by-laws and declarations, except that if the Associations by laws and declarations call for the fee to be imposed on a basis other than tax capacity or square footage, the City Council must make a finding that the alternative basis is more fair and reasonable.

### ***5.0 ROSEVILLE HOUSING AND REDEVELOPMENT AUTHORITY***

- 5.01 Staff from the Roseville Housing and Redevelopment Authority (RHRA) along with the City of Roseville Finance Director will be the primary staff persons working on HIA requests.
- 5.02 RHRA funds may be utilized to fund the improvements to take place in a HIA if both the City Council and RHRA Boards authorizes the use of such funds.
- 5.03 If it is determined that RHRA funds will be used, the City Council will still be required to make the findings of need regarding the creation of the HIA; adopt an ordinance establishing the HIA; and designate the RHRA as the implementing agency.

- 5.04 If the RHRA is designated as the implementing agency, and once the appeal period expires, the RHRA Board shall hold a public hearing and consider the adoption of a fee resolution that divides the costs of the improvements to the individual owners, except that if the fee is imposed on a basis other than tax capacity or square footage, the City Council must make the finding described in Section 5.03 of this policy.

Adopted by the City of Roseville on the \_\_\_\_ day of \_\_\_\_ 2009.

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 11/16/09  
Item No.: 12.e

Department Approval

City Manager Approval

*Christopher K. Miller*

*W. J. Mahinen*

Item Description: Adopting the 2010 Utility Rate Adjustments

**BACKGROUND**

Over the past several months, City Staff has been reviewing the City's utility operations to determine whether rate adjustments are necessary for 2010. In addition, Staff has also assessed the impacts that resulted from the implementation of a conservation-based rate structure made in 2009. The analysis included the City's water, sanitary sewer, storm water drainage, and solid waste recycling operations.

The analysis entailed a review of:

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

Water Operations Overview: The City's water operation provides City customers with safe potable water, as well as on-demand water pressure sufficient to meet the City's fire protection needs. The City purchases its water supply from the City of St. Paul, which remains the single largest operating cost to the water operation. It is estimated that our wholesale water purchase costs will increase by approximately 4%. In addition, the City's internal operating costs are expected to increase by approximately 12% due to higher supply and capital replacement costs.

The 2010-2019 Capital Investment Plan call for an investment of nearly \$1 million dollars per year in the City's water system. By comparison, the City is currently setting aside only \$400,000 per year. To ensure that the City's water system infrastructure is replaced at the end of its useful life, sustained increases in the water rates will be necessary. Sustained rate increases will also be needed to improve the Water Fund's overall financial condition which is currently in a relatively poor position.

Sanitary Sewer Operations Overview: The City maintains a sanitary sewer collection system to ensure the general public's health and general welfare. The single largest operating cost to the sanitary sewer operation is the treatment costs paid to the Metropolitan Council Environmental Services Division (MCES). The MCES has notified us that our treatment costs are expected to increase by approximately 4% in 2010.

In addition, the City's internal operating costs are expected to increase by approximately 12% due to higher supply and capital replacement costs.

The 2010-2019 Capital Investment Plan call for an investment of nearly \$1 million dollars per year in the City's sanitary sewer system. By comparison, the City is currently setting aside only \$500,000 per year. To ensure that the City's sanitary sewer system infrastructure is replaced at the end of its useful life, sustained increases in the sewer rates will be necessary.

The Sanitary Sewer Fund is in good financial condition which has allowed for lower-than-inflation rate increases over the last 5 years. However, planned capital replacements over the next 10 years will necessitate a rate increase in 2010.

Storm Water Drainage Operations Overview: The City provides for the management of storm water drainage to prevent flooding and pollution control, as well as street sweeping and the leaf pickup program. The storm sewer costs are expected to be higher than in previous years, due to an increase in the planned capital replacement of stormwater systems, as well as additional costs resulting from the need to perform a citywide wetland inventory.

The 2010-2019 Capital Investment Plan call for an investment of nearly \$700,000 dollars per year in the City's sanitary sewer system. By comparison, the City is currently setting aside about \$600,000 per year. To ensure that the City's stormwater system infrastructure is replaced at the end of its useful life, an increase in the stormwater rates will be necessary.

Like the Sanitary Sewer Fund, the Storm Water Drainage Fund is in good financial condition which has allowed for lower-than-inflation rate increases over the last 5 years. However, planned capital replacements over the next 10 years will necessitate rate increases in 2010.

Recycling Operations Overview: The recycling operation provides for the contracted curbside recycling pickup throughout the City. The primary operating cost is the amounts paid to a contractor to pickup recycling materials. The current agreement with the recycling contractor specifies that the City is to receive a portion of the monies generated from the re-sale of recycled materials. However, over the past year the City's revenue sharing portion has dropped dramatically from a high of \$135,000 in 2008, to only \$42,000 in 2009. This drop in program revenue along with increases in general operating costs will necessitate an increase in recycling fees charged to residents.

#### Discussion on the Conservation-Based Rate Structure

For 2009, the City adopted a conservation-based rate structure that included a tiered water rate whereby higher-volume users paid a higher rate than low-volume users. This was designed to encourage water conservation year round. It also included a summer usage rate to encourage residents to use less water for irrigation purposes. The current residential water rates are as follows:

| Category                            | Usage Rate |
|-------------------------------------|------------|
| Up to 30,000 gals./qtr              | \$ 1.85    |
| Over 30,000 gals./qtr – winter rate | 2.00       |
| Over 30,000 gals./qtr – summer rate | 2.10       |

Prior to adopting these measures it was noted that Roseville residents were, on average, already consuming less water than residents in many other communities. This is likely due to the fact that relatively few residential properties in Roseville have irrigation systems, which is in contrast to some 2<sup>nd</sup> and 3<sup>rd</sup> ring suburbs. It may also be the result of having a relatively lower population per household.

As a result, we would not expect any large-scale reductions in residential water usage simply due to the presence of a conservation-based rate structure.

In comparing average household water use in 2009 to the previous year, it appears that households used about the same amount of water in both years. In other words, the new rate structure implemented in 2009 did not appear to have any significant influence on consumer behavior. However, it should be noted that there are many varying factors that contribute to how much water each household uses; including the amount of rainfall, number of occupants, age of the occupants, etc.

And while we can intuitively conclude that there is a certain price point that individuals will make changes in their behavior, we will be challenged in determining what that price point is. That being said, changes to the rate structure would be warranted if we conclude that the 2009 rate changes were ineffective. However, it is arguably premature to make such a conclusion based solely on one year's data. Staff recommends that the City preserve the current tiered rate and summer rate differential for one additional year to gather more comprehensive usage data.

#### **POLICY OBJECTIVE**

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

#### **FINANCIAL IMPACTS**

Based on the 2010 Preliminary Budget and the Staff-recommended rate increases, a typical homeowner will pay approximately \$122 per quarter, an increase of \$4.45 or 3.8%. Additional detail is shown in the tables below.

Based on the 2010 recommended rates, the following impact will be realized on an average users' quarterly utility bill.

#### **Single Family Homes**

| Service                    | 2009      | 2010      | \$ Change | % Change |
|----------------------------|-----------|-----------|-----------|----------|
| Water – base fee           | \$ 27.75  | \$ 27.75  | \$ -      |          |
| Water – usage fee          | 33.30     | 35.10     | 1.80      |          |
| Sanitary Sewer – base fee  | 23.35     | 23.35     | -         |          |
| Sanitary Sewer – usage fee | 21.60     | 22.50     | 0.90      |          |
| Storm Sewer                | 5.75      | 6.15      | 0.40      |          |
| Recycling                  | 5.90      | 7.25      | 1.35      |          |
|                            |           |           |           |          |
| Total                      | \$ 117.65 | \$ 122.10 | \$ 4.45   | 3.8 %    |

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

110 **Single Family Homes – with Utility Discount**

111

| Service                    | 2009     | 2010     | \$ Change | % Change |
|----------------------------|----------|----------|-----------|----------|
| Water – base fee           | \$ 18.00 | \$ 18.00 | \$ -      |          |
| Water – usage fee          | 18.50    | 19.50    | 1.00      |          |
| Sanitary Sewer – base fee  | 14.50    | 14.55    | -         |          |
| Sanitary Sewer – usage fee | 12.00    | 12.50    | 0.50      |          |
| Storm Sewer                | 5.75     | 6.15     | 0.40      |          |
| Recycling                  | 5.90     | 7.25     | 1.35      |          |
|                            |          |          |           |          |
| Total                      | \$ 74.70 | \$ 77.95 | \$ 3.25   | 4.3 %    |

112 \*\* Based on an average consumption of 10,000 gallons per quarter.  
113 Discount is approximately 38% less than the standard rate.  
114

115 **Commercial Property**

116

| Service                    | 2009        | 2010       | \$ Change | % Change |
|----------------------------|-------------|------------|-----------|----------|
| Water – base fee           | \$ 55.00    | \$ 55.00   | \$ -      |          |
| Water – usage fee          | 480.00      | 500.00     | 20.00     |          |
| Sanitary Sewer – base fee  | 51.00       | 51.00      | -         |          |
| Sanitary Sewer – usage fee | 550.00      | 570.00     | 20.00     |          |
| Storm Sewer                | 266.40      | 285.00     | 18.60     |          |
| Recycling                  | -           | -          |           |          |
|                            |             |            |           |          |
| Total                      | \$ 1,402.40 | \$1,461.00 | \$ 58.60  | 4.1 %    |

117 \*\* Based on an average consumption of 200,000 gallons per quarter, with a 1 ½” meter, and occupying 3 acres.  
118

119 **STAFF RECOMMENDATION**

120 Based on the increasing costs noted above, and in an effort to implement a conservation-based rate  
121 structure, Staff is recommending rate adjustments as shown in the attached resolution.

122 **REQUESTED COUNCIL ACTION**

123 Adopt the attached resolution establishing the 2010 Utility Rates.  
124

Prepared by: Chris Miller, Finance Director  
Attachments: A: Resolution establishing the 2010 Utility Rates

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

\* \* \* \* \*

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 16th day of November, 2009 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION \_\_\_\_\_

**RESOLUTION ESTABLISHING THE 2010 UTILITY RATES**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, the water, sanitary sewer, storm drainage, and recycling rates be established for 2010 in accordance with Schedule A attached to this Resolution.

The motion for the adoption of the foregoing resolution was duly seconded by member

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)  
) SS  
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 16th day of November, 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 16th day of November, 2009.

\_\_\_\_\_  
William J. Malinen  
City Manager

Seal

## Schedule A

### Water Base Rate

| Category               | 2009 Base Rate | 2010 Base Rate |
|------------------------|----------------|----------------|
| Residential            | \$ 27.75       | \$ 27.75       |
| Residential – Sr. Rate | 18.00          | 18.00          |
| Non-residential        |                |                |
| 1.0" Meter             | 27.75          | 27.75          |
| 1.5" Meter             | 35.00          | 35.00          |
| 2.0" Meter             | 55.00          | 55.00          |
| 3.0" Meter             | 105.00         | 105.00         |
| 4.0" Meter             | 210.00         | 210.00         |
| 6.0" Meter             | \$ 420.00      | \$ 420.00      |

### Water Usage Rate

| Category                                            | 2009 Usage Rate | 2010 Usage Rate |
|-----------------------------------------------------|-----------------|-----------------|
| Residential; Up to 30,000 gals./qtr                 | \$ 1.85         | \$ 1.95         |
| Residential; Over 30,000 gals./qtr – winter rate *  | 2.00            | 2.15            |
| Residential; Over 30,000 gals./qtr – summer rate ** | 2.10            | 2.35            |
| Non-Residential – winter rate                       | 2.40            | 2.50            |
| Non-Residential – summer rate **                    | \$ 2.65         | \$ 2.75         |

\* Residential high water usage rate is 10% higher than basic rate

\*\* Summer rate is 10% higher than highest winter rate for each property category

### Sanitary Sewer Base Rate

| Category                   | 2009 Base Rate | 2010 Base Rate |
|----------------------------|----------------|----------------|
| Residential                | \$ 23.35       | \$ 23.35       |
| Residential – Sr. Rate     | 14.55          | 14.55          |
| Residential – Multi family | 16.10          | 16.10          |
| Non-residential            |                |                |
| 5/8" Meter                 | 17.05          | 17.05          |
| 1.0" Meter                 | 34.15          | 34.15          |
| 1.5" Meter                 | 51.00          | 51.00          |
| 2.0" Meter                 | 85.05          | 85.05          |
| 3.0" Meter                 | 170.30         | 170.30         |
| 4.0" Meter                 | 340.75         | 340.75         |
| 6.0" Meter                 | \$ 681.45      | \$ 681.45      |

### Sanitary Sewer Usage Rate

| Category        | 2009 Usage Rate | 2010 Usage Rate |
|-----------------|-----------------|-----------------|
| Residential     | \$ 1.20         | \$ 1.25         |
| Non-residential | \$ 2.75         | \$ 2.85         |

### Stormwater Rates

| Category                  | 2009 Flat Rate | 2010 Flat Rate |
|---------------------------|----------------|----------------|
| Single Family & Duplex    | \$ 5.75        | \$ 6.15        |
| Multi-family & Churches   | 44.40          | 47.50          |
| Cemeteries & Golf Courses | 4.45           | 4.75           |
| Parks                     | 13.35          | 14.25          |
| Schools & Comm. Centers   | 22.20          | 23.75          |
| Commercial & Industrial   | \$ 88.80       | \$ 95.00       |

Note: Stormwater rates are based on a per lot basis for single-family and duplex properties, and on a per acre basis for all other properties.

### Recycling Rates

| Category                | 2009 Flat Rate | 2010 Flat Rate |
|-------------------------|----------------|----------------|
| Single Family           | \$ 5.90        | \$ 7.25        |
| Multi Family (per unit) | \$ 4.00        | \$ 4.90        |

### Meter Security Deposit

| Category   | 2009 Flat Rate | 2010 Flat Rate |
|------------|----------------|----------------|
| 5/8" Meter | \$ 75.00       | \$ 75.00       |
| 1.0" Meter | 120.00         | 120.00         |
| 1.5" Meter | 300.00         | 300.00         |
| 2" Meter   | \$ 400.00      | \$ 400.00      |

Larger meters and hydrant meters are evaluated on the basis of meter cost and consumption. A deposit is computed accordingly.