



City Council Agenda

Monday, March 8, 2010

****NOTE EARLY START TIME****

Police Civil Service & Parks and Recreation

Commission Interviews

4:30 p.m.

Regular Meeting

6:45 p.m.

(Times are Approximate)

City Council Chambers

Commission Interviews

	Applicant:	Commission:
4:30 p.m.	Don Drackert	Police Civil Service
4:40 p.m.	Debra Gogins	Police Civil Service
4:50 p.m.	Zoe Jenkins	Police Civil Service
5:00 p.m.	Erin Azer	Parks and Recreation
5:10 p.m.	Bryan Donaldson	Parks and Recreation
5:20 p.m.	Randall Doneen	Parks and Recreation
5:30 p.m.	Mark Kamrath	Parks and Recreation
5:40 p.m.	Michele Lind	Parks and Recreation
5:50 p.m.	Kevin Ronneberg	Parks and Recreation
6:00 p.m.	Eli Sagor	Parks and Recreation
6:10 p.m.	Duane Stolpe	Parks and Recreation
6:20 p.m.	Sheri Yaritz	Parks and Recreation
6:30 p.m.	Recess	

Regular Meeting

6:45 p.m.	1. Roll Call
	Voting & Seating Order for March: Roe, Pust, Ihlan, Johnson, Klausing
6:47 p.m.	2. Approve Agenda

- 6:50 p.m. **3. Public Comment**
- 6:55 p.m. **4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report**
- 5. Recognitions, Donations, Communications**
- 7:00 p.m. **6. Approve Minutes**
- a. Approve Minutes of February 22, 2010
- b. Approve Minutes of March 1, 2010
- 7:05 p.m. **7. Approve Consent Agenda**
- a. Approve Payments
- b. Approve General Purchases and Sale of Surplus items in excess of \$5000
- c. Authorize the Purchase of a software upgrade for the City's Financial Software
- d. Adopt a Resolution Supporting a Fiber Infrastructure Grant
- e. Approve 2010 Employee Conference Attendance
- f. Approve Contracts for Printing Services
- g. Award 2010 Street Maintenance Materials and Contractual Concrete
- h. Approve a Joint Powers Agreement with Bureau of Criminal Apprehension for Access to Criminal Justice Data Communications Network
- i. Adopt a Resolution Authorizing a Contract to Accept ERF Grant Funds from Ramsey County for Twin Lakes
- j. Adopt Resolution in Support of Noise Wall along Highway 36
- 7:15 p.m. **8. Consider Items Removed from Consent**
- 9. General Ordinances for Adoption**
- 10. Presentations**
- 7:25 p.m. a. Insurance Services Office (ISO) Presentation and Request by Fire Department for Evaluation
- 11. Public Hearings**
- 12. Business Items (Action Items)**

- 7:40 p.m. a. Consider Presumptive Penalty Approval for Don Pablo's Alcohol Compliance Failure
- 7:50 p.m. b. Approve Request for City Abatement for Unresolved Violations of City Code at 2903 Fairview
- 8:00 p.m. c. Approve Request for City Abatement for Unresolved Violations of City Code at 2931 Fairview
- 8:10 p.m. d. Approve Request for City Abatement for Unresolved Violations of City Code at 2985 Fairview
- 8:20 p.m. e. Approve Request for City Abatement for Unresolved Violations of City Code at 2904 Pascal
- 8:30 p.m. f. Approve Request for City Abatement for Unresolved Violations of City Code at 1890 Huron

13. Business Items – Presentations/Discussions

- 8:40 p.m. a. Community Development Presentation on *Imagine Roseville 2025* Topics
- 9:20 p.m. b. Finance Department Presentation on *Imagine Roseville 2025* Topics

14. City Manager Future Agenda Review

15. Councilmember Initiated Items for Future Meetings

16. Adjourn

Some Upcoming Public Meetings.....

Mar 9	Tue	6:30 p.m.	Human Rights Commission
Mar 16	Tue	6:00 p.m.	Housing & Redevelopment Authority
Mar 22	Mon	6:00 p.m.	City Council Meeting
Mar 23	Tue	6:30 p.m.	Public Works, Environment and Transportation Commission
Mar 29	Mon	6:00 p.m.	City Council Meeting
Apr 6	Tue	6:30 p.m.	Parks and Recreation Commission
Apr 7	Wed	6:30 p.m.	Planning Commission
Apr 12	Mon	6:00 p.m.	City Council Meeting

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

Date: 3/08/10

Item: Commission Interviews

Advisory Commission Interviews

4:30 p.m.	Don Drackert	Police Civil Service
4:40 p.m.	Debra Gogins	Police Civil Service
4:50 p.m.	Zoe Jenkins	Police Civil Service
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6:00 p.m.	Eli Sagor	Parks and Recreation
6:10 p.m.	Duane Stolpe	Parks and Recreation
6:20 p.m.	Sheri Yaritz	Parks and Recreation

Online Form Submittal Commission Application_PCS_Drackert.txt

The following form was submitted via your website: Commission Application

Please check commission applying for: Police Civil Service Commission

Name:: Don Drackert

Address:: 443 Centennial Drive

City, State, Zip: Roseville, MN 55113

Work Experience: More than twenty years experience as a Human Resources Officer with the United States Air Force (USAF). One of the key positions I held was as a Headquarters USAF staff officer responsible for a myriad of enlisted staffing and personnel utilization programs. I was responsible for developing a number of assignment and utilization policies that were governed by various programs set forth in Public Laws, AF policy, etc. For example, I served as the AF contact for all assignment discrimination cases and worked as a voting member on the AF's Personnel Evaluation Board.

After I retired from the USAF, I assumed the position of Associate Director of the Epilepsy Foundation of Minnesota. In this capacity, I performed as a Registered Lobbyist for the Foundation, supervised the staff and was responsible for all foundation HR issues - to include writing their first ever Personnel Manual thereby ensuring compliance with all pertinent State statutes. I was also, responsible for all client advocacy matters. In this capacity, I worked with a number of clients on discrimination issues and had direct contact with various employers and educational institutions.

Education:: MA - Executive Development in Public Services, Ball State University, Muncie, IN (1973)

BA - Economics/Business Administration, Park University, Kansas City, MO (1970)

Civic and Volunteer Activities (Past and Present):: Guardian Ad Litem, Ramsey County, 2007-2009

Assistant PC Instructor, Roseville Library, 2006 - Present

St Paul Winter Carnival Publicity Volunteer, 1998 - 2001

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I am interested in contributing to my community in a volunteer capacity. I believe, based upon my extensive human resources experience, that I can be an effective and contributing member of the Roseville Police Civil Service Commission.

What is your view of the role of this Commission/ Committee/Task Force?: I view the primary role of the committee is to oversee Police Department employment practices thereby helping ensure compliance with all applicable city and state statutes.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: In addition to the above educational achievements, I completed a couple of law courses at Hamline University, St Paul, MN. One of the courses I completed, Legal Research and Writing, would I believe, prove helpful to me as a member of this Commission.

I understand that all information provided in this application, except my telephone number, fax number and email address, may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota

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The following form was submitted via your website: Commission Application

Please check commission applying for: Police Civil Service Commission

Name:: Debra L Gogins

Address:: 1812 Eldridge Ave W

City, State, Zip: Roseville, MN 55113

Work Experience: Ret. Saint Paul Police Officer (1983-1996)
Ret. Brownsdale(MN)Police Chief (3/83-12/83)
Dispatcher Washington Co. Sheriffs Department

Education:: AA Degree in Law Enforcement (81-83)From Alexandria, MN Technical College
BS Degree in Psychology from Northwestern College in Roseville Graduating im May of 2008
Numerous other certificates in law enforcement including, but not limited to, Breathalyzer Operator, Finger print technition, Latent finger print examiner.

Civic and Volunteer Activities (Past and Present):: Past member Roseville Volunteer Fire Dept. (88-92)
Brimhall elementary school
King of Kings Lutheran Church and School

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I am looking for a way to become more active in my community. This is an area I feel I have the background in that would be an asset to the Commission. It is also a way for me to give back to my city and my fellow law officers.

What is your view of the role of this Commission/ Committee/Task Force?: I feel the role of this commission is to help ensure that the workings of the police department are above board, fair and ethical. To look at complaints from citizens and officers,these complaints are then thouroughly looked in to and handled as speedily as possible, with the right outcome for the incident.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I am a stay at home mothers whose child graduates this year. I feel I have the time and talent that would be an asset to the commission

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Page 1

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and do hereby allow the City to publish (check all that apply).: not checked

The following form was submitted via your website: Commission Application

Please check commission applying for: Police Civil Service Commission

Name:: Zoe Jenkins

Address:: 2930 Fernwood St

City, State, Zip: Roseville, MN 55113

Work Experience: Retired Special Education professional; teacher, coordinator, teaching instructor at the U of M, St. Cloud State and U of W, River Falls and director of a federal project for the MN State Dept. of Education.

Education: BS, Colorado College, Colorado Springs, Colo. 1957; U of M, BA, MA and Specialist in EdPsych, 1962.

Civic and Volunteer Activities (Past and Present):: Human Rights Commission for Roseville in the '80s
Currently a member of the Roseville Park Patrol

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I believe I have an objectivity and some experience in evaluating hiring practices. I believe, also, it is an important part of having a professional and respected work force.

What is your view of the role of this Commission/ Committee/Task Force?: I believe it speaks well of the community that it would continue to evaluate its hiring practices to insure quality of personnel and equality in hiring.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: Not at this time, thank you.

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The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Erin Azer

Address:: 1329 Draper Ave

City, State, Zip: Roseville, MN 55113

Work Experience: * 7th grade English teacher, Saint Louis Park Junior High (2000)

* 7th grade English teacher, Skyview Middle School, Oakdale, MN (2000-2007)

* Middle school play director, Skyview Middle School, Oakdale, MN (2000-2008)

* Stay at Home Mom, Roseville, MN (2007-present)

Buca Di Beppo Restaurant, Minneapolis, MN (2009-present)

Education:: * Bachelors degree- Gustavus Adolphus, St. Peter, MN (1994)

* Teacher Licensing- Northeastern University, Boston, MA (1999)

* Masters in Education- Hamline University, St. Paul, MN (2008)

Civic and Volunteer Activities (Past and Present):: * Citizen Advisory Team, Roseville Parks and Recreation (2009-present)

* Tour guide- Ramsey County Courthouse (2009- present)

* ECCE parent volunteer- Minneapolis and Roseville (2008- present)

* Relay for Life team chaperone- (2005-2009)

* 3 Day Walk- Boston, MA (2006)

* Political caucus involvement (2006, 2008, present)

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I am a new resident of Roseville. A few years ago on a whim, my husband and I attended the Roseville parade. We were impressed and instantly sold on Roseville. The parade showed us that Roseville has a true sense of identity and pride. In addition to the parade and the great schools we have also been impressed with the vast park system and opportunities that are singular to Roseville. I want to serve on the Commission because I want to insure that the parks and park programs stay vital and continue to thrive for my young family, neighbors and the citizens of Roseville. In addition, because I am a mom of two young, active children I think that I could offer a different perspective.

What is your view of the role of this Commission/ Committee/Task Force?: I believe that the Commission's main role should be to serve as a mouth piece for the citizens of Roseville. The goal should be that the citizen's of Roseville feel pride and ownership in their parks. One of the best ways to achieve that is to hear their concerns, joys and opinions. As a member of the Citizen Advisory Team (CAT) I have enjoyed gathering feedback from various groups of people and bringing their ideas back to the CAT meetings.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: People who know me well would describe me as enthusiastic, vocal, a good listener, and a team player. One of my strengths is public speaking, I enjoy it and I am good at it. I think I would be a great addition to the Parks and Recreation Commission.

Thanks for your time.

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The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Bryan Donaldson

Address:: 2597 Fisk

City, State, Zip: Roseville, MN 55113

Work Experience: Minnesota Twins Baseball Club, Inc. [April 2000 - Present]

Director of Community Relations

Manage community outreach programs for the Club and its non-profit charitable organization

Create awareness for community programs in the media, as well as with our fans and the general public

Supervise a community relations staff of six

Manage departmental budget of more than \$400,000

Coordinate events and travel for the Club's annual winter promotional tour

Coordinate current and former players' public and media appearances as well as charitable activities

Create and manage community outreach events and fundraisers

Manage relationships with Upper Midwest non-profits

Manage several different youth baseball and softball grant and recreation programs including Twins Rookie League, Twins Fields for Kids and Play Ball Minnesota!

Manage relationships with Major League Baseball Community Relations and other Major League clubs' community relations departments

Education:: University of Minnesota

B.A. Journalism and Mass Communication

Civic and Volunteer Activities (Past and Present): Board of Directors, Boys & Girls Clubs of the Twin Cities [2009-Present]

Board of Directors, Salvation Army Harbor Light Center [2007-Present]

Board of Directors, Friends of St. Paul Baseball [2004-Present]

President, Board of Directors, Minneapolis Police Athletic League [2003-2007]

Minneapolis Regional Chamber of Commerce Quality of Life Award [2001]

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I recently moved to Roseville and want to get involved in assisting and shaping my community. I have extensive experience and relationships in park and recreation and feel I would bring knowledge and a fresh perspective to the committee.

What is your view of the role of this Commission/ Committee/Task Force?: I believe this committee's first duty is to gather the varied opinions and needs of the citizens of Roseville, then distill those down and communicate them to the city council to allow them to make informed decisions. Secondly, the committee should be a leader in the direction and goals of the parks and recreation dept.

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

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(check all that apply).: Home telephone number, Home email address

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Randall Doneen

Address:: 1886 Shryer Ave. W

City, State, Zip: Roseville, MN 55113

Work Experience: Minnesota Department of Natural Resources (Jan 2008 to present)

Environmental Review Planning Director - Lead worker for review and preparation environmental documents (EAWs and EISs)

Planner Principal - Shoreland Management Program, development of public participation process for shoreland rule revision.

Rice County (Jan 2007 - Jan 2008)

Land Use Planner - Process plat applications, variances and zone changes. Interpret and apply county zoning ordinance.

Minnesota Department of Natural Resources (Jan 2005 - Jan 2007)

Principal Planner (River Planner) - Provide statewide policy support for Wild and Scenic Rivers and Mississippi Critical Area statewide land use standards.

Principal Planner (Project Manager) Preparation of Environmental Impact Statements.

Washington State Department of Ecology (2000 - 2005)

Regional Manager Shoreland and Environmental Assistance

Unit Supervisor Water Resources

Permit Assistance Specialist

Solid Waste Facility Specialist

Klickitat and Whitman County (1994 - 2000)

Environmental Health Specialist - Septic evaluation, well inspection, food establishment inspection, water recreation inspection, solid waste facility inspection

Education: Bachelors of Science in Environmental Biology 1993

Humboldt State University

Arcata CA

Civic and Volunteer Activities (Past and Present):: Youth Soccer Coach
Flag Football Coach/coordinator

Please state your reasons for wanting to serve on the

Commission/Committee/Task Force:: I would like to assist the Roseville community in an area where my experience and talents could be of benefit. My family and I are active in outdoor recreation and have appreciated the Roseville parks system, so the parks and recreation commission is of specific interest to me. In addition, the recent Master Plan Update is

and exciting opportunity to apply my planning experience to the facilities I enjoy so much.

What is your view of the role of this Commission/ Committee/Task Force?:
My understanding of the commission is that it is to assist the city in engaging the public on parks and recreation issues as well as assuring the park and recreation system is accessible, enjoyable, and safe.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I am active in outdoor recreation including such activities as hiking, mountain biking, road biking, canoeing, cross country skiing, ski-joring, and many others. This experience may assist in my understanding of uses and issues.

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The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Mark

Address:: Kamrath

City, State, Zip: Roseville, MN 55113

Work Experience: RN, nursing supervisor, Minn Lung Center/Minn Sleep Institute

2000-

present

RN,Pulmonary specialist, Allina Home Care.1991-2000

RN, Respiratory specialist, Childrens Hospital, St Paul, Minn 1975-1991

Education: A.A.S.degree (nursing) St. Marys Jr College
Respiratory therapy certificate St Paul Ramsey Hospital

Civic and Volunteer Activities (Past and Present):: Board member Lung Association of Minn.

Childrens asthma subcommittee Lung Association of Minn.

Volunteer hockey, baseball, softball coach Roseville Minn

Past member of the Parks and Recreation Commission 4/2003-3/2009

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: The citizens of Roseville have continuously rated their park system as one of the top priorities that they want preserved,(I've been to those mtgs).I would like to continue to serve on the Commission to make sure that their voices are heard and that we continue to make Rosevilles' parks the best they can be for generations to come.

What is your view of the role of this Commission/ Committee/Task Force?: The role of the Commission is to advise the City Council and to provide input concerning Parks and Rec programs, maintenance of it's facilities, safety concerns and also the concerns from the citizens of Roseville.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: As a member of the Parks and Rec commission from 2003-2009 I was a member of the Oval task force. I also was instrumental in making the crosswalks at some of the busiest crossings safer by working with the Public Works dept. to get flashing lights at Lexington and Dale St,and also the crosswalk warning pylons seen at other crosswalks near the parks.

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Online Form Submittal Commission Application_PR_Lind.txt

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Michele Lind

Address:: 2852 Huron Street

City, State, Zip: Roseville, MN 55113

Work Experience: 1 year Roselawn Cemetery
4 Years Cornell, Kahler, Shidell, & Mair, Pllp
15+ years Marsden Building Maintenance

Education:: BS Degree University of Montana
1 Year University of Hawaii

Civic and Volunteer Activities (Past and Present):: Election Judge 2008,
Mothers of Multiples Coordinator, Emmett D Williams - volunteer in classrooms,
Baton Teacher for Roseville Community Ed

Please state your reasons for wanting to serve on the
Commission/Committee/Task Force:: Become more involved in the community.

What is your view of the role of this Commission/ Committee/Task Force?: To be
a guide and to be a resource of knowledge.

Any further information you would like the City Council to consider or that
you feel is relevant to the appointment you are seeking.: I have been a
resident of Roseville for nearly 20 years. I have 3 children who have been
involved in Park and Recreation. I even was involved in parks & rec when I was
in High School in Montana. I believe it is of vital importance to the
community, and would like to be an active member.

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(check all that apply).: not checked

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Kevin Ronneberg

Address:: 2900 W Owasso Blvd

City, State, Zip: Roseville, MN 55113

Work Experience: Medical Director at Medica with focus on worksite wellness programs (current)

Sports Medicine physician at Fairview Sports and Orthopedic Care (2001-current)

Family Medicine physician Fairview 2000-2009

Education:: Medical Degree- University of MN 1997

BA-Mathematics- Augsburg College 1991

Civic and Volunteer Activities (Past and Present):: Hosted Friends of Roseville Parks Gala 2009

Volunteer Medical Director for Chisago Lakes Triathlon

Volunteer Associate Medical Director for Twin Cities Marathon and Saturday events including childrens races

Volunteer medical director for Indoor Kids Marathon

volunteer medical director for Outdoor Kids Marathon

Volunteer City of Lakes Loppet cross country ski race

Several years of officiating and coaching in youth sports. Worked as warming house attendant.

Volunteer Board of Directors Fairview Lakes Hospital

Volunteer Health Care Advisory Council Capella University

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: One of the main attractions for our recent move to Roseville was the cities commitment to parks and recreation. My wife and I have always felt an active lifestyle is important and as we start our own family want to ensure that our children have the opportunity to grow up in a community that values engagement in civic events, physical activity and health.

What is your view of the role of this Commission/ Committee/Task Force?: This commission plays an important role as liason between the community at large and the city leadership. It is important to keep the vision of a nationally recognized community park system and to make recommendations that position Roseville to be able to meet the needs of the next generation. This commission must identify what resources need continued support and recommend where identified gaps should be addressed to continue this vision

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I feel strongly about being able to participate in our new community and took the opportunity to speak with Lonnie Brokke at his invitation to learn more about our parks and recreation department recently. This solidified my interest in being able to contribute.

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The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Eli Sagor

Address:: 3030 Woodbridge Street

City, State, Zip: Roseville, MN 55113

Work Experience: Extension forester, University of Minnesota Extension.
Cloquet 2000-2003 and St. Paul 2003-present.

Education:: B.Sc., Biology, McGill University, Montreal, P.Q., Canada.
1996.

M.F., Yale University School of Forestry and Environmental Studies, New
Haven,
CT. 1999.

Ph.D. candidate, Natural Resources Science and Management, University of
Minnesota. Expected 2011.

Civic and Volunteer Activities (Past and Present):: Active member of my
neighborhood association. Helped organize our street's Neighborhood
Night Out events for the past several years.

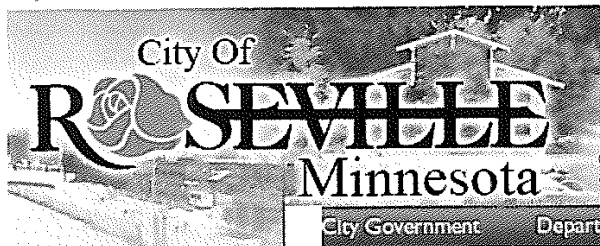
Please state your reasons for wanting to serve on the
Commission/Committee/Task Force:: Since moving to Roseville in 2003, I've
wanted to get involved in community affairs. I'm a frequent user of
Roseville parks both for my 6.5 mile bike commute and recreationally with
my wife and daughters. These personal interests, combined with my
background in natural resource management and outreach, make the Parks
and Recreation Commission a natural fit.

What is your view of the role of this Commission/ Committee/Task Force?:
As an advisory commission, the PRC's role is to advise city staff on
priority parks and recreation-related issues.

Any further information you would like the City Council to consider or
that you feel is relevant to the appointment you are seeking.: My work as
an Extension educator has a strong focus on community engagement and
communication. I'm also genuinely interested in the people in my
community and in understanding their interests and ideas.

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

questions regarding the public or private nature of the information provided.: Yes



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Utility Pay

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Commission Application

Application for Citizen Advisory Commission

Please check commission applying for*

- | | |
|---|--|
| ☐ Ethics Commission | ☐ Planning Commission |
| ☐ Grass Lake Water Management Organization | ☐ Police Civil Service Commission |
| ☐ Human Rights Commission | ☐ Public Works, Environment and Transportation Commission |
| ☒ Parks and Recreation Commission | ☐ Other |

If other, please list name

Name:*

Duane Stolpe

Address:*

691 Heinel Drive

City, State, Zip*

Roseville, MN 55113

Work Experience

Please see attached sheet ...

Education:

Please see attached sheet ...

Civic and Volunteer Activities (Past and Present):

Please see attached sheet ...

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:

Please see attached sheet ...

What is your view of the role of this Commission/ Committee/Task Force?

Please see attached sheet ...

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

Please see attached sheet ...

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

☒ Yes

I understand that the City will not publish my phone or fax numbers or email address without my authorization and do hereby allow the City to publish (check all that apply).

Duane Stolpe

2/25/10

ATTACHED SHEET FOR COMMISSION APPLICATION:

WORK EXPERIENCE:

- 30 years for the City of Saint Paul, 7 of which were with the Saint Paul Housing & Redevelopment Authority as an architect in charge of elderly housing & urban renewal and the last 23 for Parks & Recreation Division as architect/project manager for Como Zoo Renovation, Como Lakeside Development & Neighborhood Recreation Development;
- 2 Years with Minneapolis Housing & Redevelopment Authority as their principal architect handling downtown renewal & neighborhood renewal;
- Assistant Professor at NDSU's School of Engineering/Architecture for 2 years;
- Private practice in Duluth and Hibbing 5 years.

EDUCATION:

- Annual Continuing Education for AIA membership & Architectural Registration;
- Bachelor of Architecture from North Dakota State University;
- Certificate of Completion in architectural engineering from Hibbing Junior College;
- High school graduate from Hibbing High School, Hibbing, Minnesota

CIVIC & VOLUNTEER ACTIVITIES:

- Volunteer at Presbyterian Homes of Arden Hills/Neighborhood Block Party co-chair/Baseball coach at neighborhood recreation center/past member of Mpls. & St. Paul Jaycees & chairperson of many events/Member St. Paul Chapter American Institute of Architects and chairperson of many events & activities/Como Zoological Society/Bennet Park Development in Hibbing/Call committees, Finance & Building committees at our church/Neighborhood development committee.

REASONS FOR WANTING TO SERVE:

- Eagerness to share and apply the knowledge I've gained over the many years involved in Parks & Recreation activities;
- To see our citizenry out enjoying the facilities while bettering their lives;
- To help maintain current programs while being ever present of the continuing changes in our parks & recreation needs;
- Having been on the staff side of Parks & Recreation I know both sides which will certainly aid in those issues that always occur.

VIEW OF THE COMMISSION'S ROLE:

- To learn what the citizens of Roseville want & need & then to implement;
- To be always concerned for issues of safety, security and be responsive to all issues in a timely matter;
- To always keep the betterment of life here in Roseville at heart.

FURTHER INFORMATION:

- Having worked in the public sector (and in particular in the many varying city neighborhoods) for so many years I've gained invaluable experience in dealing with people that would be very helpful I'm sure on this commission;
- Being retired leaves me more time to devote to the parks commission when needed.

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

Name:: Sheri Yaritz

Address:: 637 Skillman Ave West

City, State, Zip: Roseville, MN 55113

Work Experience: Supervisor/ Postmaster at the US Postal Service. Since 1998

Education:: Graduated from Roseville High School in 1994

Civic and Volunteer Activities (Past and Present):: Past President of Cottage Grove Athletic Association Softball for 6 years.
Past member of the Parks and Rec Commission of the City of Cottage Grove 2 years.

Mission Trip/Confirmation manager for St Luke's Luthern church 1 year.
Girl Scout Leader for 8 years

Currently joined the Roseville Area Fastpitch board.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I have previous experience serving on the Parks & Recreation commission in Cottage Grove and had to resign due to a move to Roseville. I take great pride in contributing to the community that I live in to provide for our community members and children. I have always liked to volunteer and be part of creating opportunities for youth and community events. I have a lot of knowledge with Facility Needs Studies, Planning for new and utilizing current spaces and researching grant and sponsor opportunities.

What is your view of the role of this Commission/ Committee/Task Force?: Hopefully to contribute my past experiences with the planning and development of possible current plans for ice area expansion, to assist with maintaining and upkeep on the wonder walking trails and to hopefully implement a community center to service all needs and diverse activities of the Roseville community.

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

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

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

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

Date: 3/8/10
Item: 6.a
2/22/10 Minutes

No Attachment

Date: 3/8/10

Item: 6.b

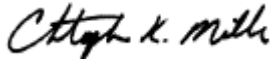
Minutes of 3/1/10

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 3/08/2010
Item No.: 7.a

Department Approval



City Manager Approval



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	\$150,628.99
57771-57868	\$573,907.95
Total	\$724,536.94

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: 03/03/2010 - 9:33 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/25/2010	Recreation Fund	Operating Supplies	Greenheck Fan-ACH	Wheel	105.80
0	02/25/2010	Community Development	Operating Supplies	Minnesotas Bookstore-ACH	Code Books	337.94
0	02/25/2010	General Fund	Memberships & Subscriptions	Secretary of State-ACH	Notary Renewal	40.00
0	02/25/2010	General Fund	Employee Recognition	Fireawards.com	Employee Awards/Recognition	265.49
0	02/25/2010	General Fund	209001 - Use Tax Payable	Fireawards.com	Sales/Use Tax	-17.08
0	02/25/2010	Community Development	Operating Supplies	McDonald's-ACH	Accidental Charge-Repaid City	1.07
0	02/25/2010	Community Development	Operating Supplies	Office Max-ACH	Toner	212.08
0	02/25/2010	General Fund	Operating Supplies	Target- ACH	Kitchen Cleaning Supplies	21.41
0	02/25/2010	General Fund	Office Supplies	Amazon.com- ACH	Printhead and Cleaner	128.24
0	02/25/2010	General Fund	209001 - Use Tax Payable	Amazon.com- ACH	Sales/Use Tax	-8.25
0	02/25/2010	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Senior Club Supplies	27.66
0	02/25/2010	General Fund	Operating Supplies	Caribou Coffee- ACH	Firefighter Rehab Supplies	29.14
0	02/25/2010	General Fund	Training	PayPal-ACH	Functional Police Spanish	5.00
0	02/25/2010	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Treated Pick	8.54
0	02/25/2010	General Fund	Operating Supplies	Byerly's- ACH	Firefighter Rehab Supplies	43.42
0	02/25/2010	Information Technology	Contract Maintenance	Microsoft Tech Support-ACH	Microsoft Service	259.00
0	02/25/2010	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Ski Rental Repair	48.20
0	02/25/2010	General Fund	Miscellaneous	St. Paul Stamp Works- ACH	Notary Stamp	35.73
0	02/25/2010	General Fund	Office Supplies	St. Paul Stamp Works- ACH	Date Stamp	36.10
0	02/25/2010	General Fund	Operating Supplies	Target- ACH	Wipes for Fingerprinting	25.40
0	02/25/2010	Recreation Fund	Professional Services	MN Timberwolves-ACH	Feild Trip	360.00
0	02/25/2010	Recreation Fund	Operating Supplies	Sunsorce-ACH	Zamboni Neutral Switch	140.35
0	02/25/2010	Recreation Fund	Operating Supplies	USPS-ACH	Shipping Cost	4.95
0	02/25/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware-ACH	Wire Hooks	9.63
0	02/25/2010	Recreation Fund	Office Supplies	Office Depot- ACH	Boiler Maintenance Book	7.49
0	02/25/2010	Recreation Fund	Operating Supplies	Home Depot- ACH	Blower, Mop, Cleaning Supplies	188.46
0	02/25/2010	Community Development	Memberships & Subscriptions	APA-ACH	AICP Application	485.00
0	02/25/2010	General Fund	Office Supplies	Staples-ACH	Paper, Card Stock	167.16
0	02/25/2010	General Fund	Training	Superamerica-ACH	Supplies for Monthly Staff Meeting	21.09
0	02/25/2010	License Center	Postage	Office Depot- ACH	Postage Supplies	45.70
0	02/25/2010	Recreation Fund	Operating Supplies	Cub Foods- ACH	Grocery Items	53.24
0	02/25/2010	General Fund	Operating Supplies	Uline-ACH	Envelopes	115.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/25/2010	Water Fund	Operating Supplies	Harolds Shoe Repair-ACH	Shoe Repair Service	13.93
0	02/25/2010	Recreation Fund	Operating Supplies	Home Depot- ACH	Casters	85.41
0	02/25/2010	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Preschool Snacks	8.97
0	02/25/2010	Recreation Fund	Operating Supplies	Cub Foods- ACH	Deli Items	46.01
0	02/25/2010	Recreation Fund	Operating Supplies	Cheetah Auto Supply-ACH	Heater Hose	9.01
0	02/25/2010	General Fund	Vehicle Supplies	Best Buy- ACH	Batteries for Thermal Image Cameras	107.10
0	02/25/2010	Recreation Fund	Operating Supplies	Northern Battery-ACH	Scrubber Batteries	163.56
0	02/25/2010	Solid Waste Recycle	Operating Supplies	World Centric-ACH	Compostable Utensils	209.06
0	02/25/2010	Solid Waste Recycle	Use Tax Payable	World Centric-ACH	Sales/Use Tax	-13.45
0	02/25/2010	General Fund	Miscellaneous	Barnes & Noble-ACH	Gift Cards	100.00
0	02/25/2010	Community Development	Office Supplies	St. Paul Stamp Works- ACH	Notary Stamp	32.28
0	02/25/2010	General Fund	Operating Supplies	Davis Lock & Safe-ACH	Fire Lock Box Keys	51.30
0	02/25/2010	General Fund	Operating Supplies	Honeybaked Ham-ACH	Boxed Lunches	105.85
0	02/25/2010	General Fund	Operating Supplies	Don Pablos-ACH	Planning Meeting-License Center	41.00
0	02/25/2010	General Fund	Operating Supplies	Cub Foods- ACH	Water	3.88
0	02/25/2010	General Fund	Training	Potbelly Sandwich Works - ACH	Lunch During Training	8.92
0	02/25/2010	General Fund	Training	Allied Parking-ACH	Parking During Training	8.00
0	02/25/2010	General Fund	Training	Papa John's-ACH	Training Supplies	40.51
0	02/25/2010	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Tools	225.77
0	02/25/2010	Recreation Fund	Operating Supplies	Party America-ACH	Kids Night Out Supplies	37.35
0	02/25/2010	Recreation Fund	Operating Supplies	Target- ACH	Kids Night Out Supplies	33.94
0	02/25/2010	General Fund	Conferences	U of M CCE Online-ACH	City Engineers Annual Conference-Bloom	275.00
0	02/25/2010	General Fund	Conferences	U of M CCE Online-ACH	City Engineers Annual Conference-Giga	275.00
0	02/25/2010	Recreation Fund	Operating Supplies	Home Depot- ACH	Credit-Return Blower	-96.89
Check Total:						4,975.24
0	02/25/2010	General Fund	Vehicle Supplies	MES, Inc.	Faceshield	328.02
0	02/25/2010	Housing & Redevelopment A	Transportation	Jeanne Kelsey	Mileage Reimbursement	54.50
0	02/25/2010	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	113.79
0	02/25/2010	Housing & Redevelopment A	Training	Jeanne Kelsey	Expenses Reimbursement	48.00
0	02/25/2010	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	23.15
0	02/25/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	180.00
0	02/25/2010	Community Development	Transportation	Jamie Radel	Parking Reimbursement	9.00
0	02/25/2010	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 2/23 Payroll	5,524.18
0	02/25/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	500.00
0	02/25/2010	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for 2/23 Payroll	1,163.71
0	02/25/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	2,425.30
0	02/25/2010	Housing & Redevelopment A	Transportation	Kara Hoier	Mileage Reimbursement	5.50
0	02/25/2010	Housing & Redevelopment A	Operating Supplies	Kara Hoier	Supplies Reimbursement	10.70
0	02/25/2010	Housing & Redevelopment A	Printing	Kara Hoier	Supplies Reimbursement	7.01
0	02/25/2010	Recreation Fund	Professional Services	Carole Gernes	Pre-School Programs	124.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/25/2010	Golf Course	Operating Supplies	Goodin Corp.	Interchange Prod.	193.30
0	02/25/2010	General Fund	Vehicle Supplies	Cushman Motor Co Inc	Rim, Wheel Stud	721.47
0	02/25/2010	Recreation Fund	Operating Supplies	Lubrication Technologies Inc	Lubriplate Grease	67.20
0	02/25/2010	Solid Waste Recycle	Memberships	Recycling Association of MN	Spring Recycling Markets Forum	25.00
0	02/25/2010	Community Development	Professional Services	TR Computer Sales, LLC	PermitWorks Contractor, Support	2,818.23
0	02/25/2010	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,210.00
0	02/25/2010	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	962.50
0	02/25/2010	Police - DWI Enforcement	Professional Services	Jensen, Bell, Converse & Erick	Legal Services Through Jan 31, 2010	1,015.00
0	02/25/2010	General Fund	Utilities	Xcel Energy	Civil Defense	70.34
0	02/25/2010	General Fund	Utilities	Xcel Energy	Fire #1	1,561.62
0	02/25/2010	Golf Course	Utilities	Xcel Energy	Golf	526.95
0	02/25/2010	P & R Contract Maintenance	Utilities	Xcel Energy	P & R	3,459.65
0	02/25/2010	General Fund	Utilities	Xcel Energy	Fire Station #2	907.11
0	02/25/2010	Sanitary Sewer	Utilities	Xcel Energy	Sewer	920.90
0	02/25/2010	Recreation Fund	Utilities	Xcel Energy	Skating	24,226.36
0	02/25/2010	General Fund	Utilities	Xcel Energy	Street Light	25.52
0	02/25/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	2,000.19
0	02/25/2010	General Fund	Utilities	Xcel Energy	Street Light	13,565.02
0	02/25/2010	Recreation Fund	Contract Maintenance	Northland Fire & Security Inc	Certification of Fire Suppression System	129.46
0	02/25/2010	General Fund	Contract Maintenance	Muska Electric Co	Outlets Installation	2,957.50
0	02/25/2010	Recreation Fund	Operating Supplies	Grainger Inc	Air Filters	130.82
0	02/25/2010	Recreation Fund	Operating Supplies	Grainger Inc	Air Filters	28.60
0	02/25/2010	General Fund	Vehicle Supplies	Grainger Inc	Connectors	195.78
0	02/25/2010	General Fund	Vehicle Supplies	Grainger Inc	Air Compressor	529.31
0	02/25/2010	General Fund	Vehicle Supplies	Grainger Inc	Pressure Release Valve	14.24
0	02/25/2010	General Fund	Vehicle Supplies	Grainger Inc	Pressure Switch	98.63
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	120.92
0	02/25/2010	Storm Drainage	Telephone	NEXTEL Communications	Cell Phones	177.05
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.45
0	02/25/2010	Sanitary Sewer	Telephone	NEXTEL Communications	Cell Phones	230.77
0	02/25/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	91.63
0	02/25/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	33.76
0	02/25/2010	P & R Contract Maintenance	Telephone	NEXTEL Communications	Cell Phones	103.19
0	02/25/2010	Golf Course	Telephone	NEXTEL Communications	Cell Phones	24.65
0	02/25/2010	Community Development	Telephone	NEXTEL Communications	Cell Phones	84.21
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	22.91
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.45
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	45.82
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	377.04
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	629.66
0	02/25/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	897.63
0	02/25/2010	Recreation Fund	Operating Supplies	Eagle Clan Enterprises, Inc	Toilet Tissue, Can Liners	469.18
0	02/25/2010	Storm Drainage	Office Supplies	Innovative Office Solutions	Office Supplies	20.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/25/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	995.98
0	02/25/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	5.63
0	02/25/2010	Water Fund	Office Supplies	Innovative Office Solutions	Office Supplies	20.51
0	02/25/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	20.51
0	02/25/2010	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	282.02
0	02/25/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	134.14
0	02/25/2010	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	218.63
0	02/25/2010	License Center	Office Supplies	Innovative Office Solutions	Office Supplies	220.01
0	02/25/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	103.70
Check Total:						74,230.51
0	02/17/2010	General Fund	Training	Century College	Law Enforcement Training	2,670.00
0	02/17/2010	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	Wire Conv.	610.47
0	02/17/2010	Internal Service - Interest	Investment Income	M&I Marshall & Ilsley Bank	Safekeeping Charges	100.00
0	02/17/2010	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Twin Lakes Pkwy & Mt Ridge Rd Condem.	77.50
0	02/17/2010	General Fund	Transportation	William Malinen	Mileage Reimbursement	97.80
0	02/17/2010	General Fund	Training	MN County Attorneys Assoc.	Online Multimedia Recording	20.00
0	02/17/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Chamber	30.40
0	02/17/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Machinist Labor	88.97
0	02/17/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Hydraulic Pump and Motor	280.33
0	02/17/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Fittings, Hose	63.89
0	02/17/2010	General Fund	Contract Maint. - City Garage	Yale Mechanical, LLC	Repair Work Public Works Building	948.18
0	02/17/2010	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	6,057.00
0	02/17/2010	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	Step Tubes	171.37
0	02/17/2010	General Fund	Professional Services	City of St. Paul	Wireless & RMS Service-Jan 2010	4,358.00
0	02/17/2010	General Fund	Professional Services	City of St. Paul	Wireless & RMS Service-Feb 2010	4,358.00
0	02/17/2010	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Hagen Parcel-Platting Services	3,142.00
0	02/17/2010	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Twin Lakes Phase 1-Hagen Parcel	285.10
0	02/17/2010	General Fund	Operating Supplies	Uline	CD-R's	218.06
0	02/17/2010	Police - DWI Enforcement	Professional Services	Jensen, Bell, Converse & Erick	Legal Services Through Jan 15, 2010	2,124.90
0	02/17/2010	General Fund	Professional Services	Jensen, Bell, Converse & Erick	Legal Services Through Jan 31	12,530.00
0	02/17/2010	License Center	Professional Services	Quicksilver Express Courier	Courier Service	151.62
0	02/17/2010	General Fund	Utilities	Xcel Energy	Fire #3	2,212.24
0	02/17/2010	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	7,730.45
0	02/17/2010	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	7,303.79
0	02/17/2010	Recreation Fund	Utilities	Xcel Energy	Nature Center	842.46
0	02/17/2010	Water Fund	Utilities	Xcel Energy	Water	4,616.08
0	02/17/2010	License Center	Utilities	Xcel Energy	Motor Vehicle	582.87
0	02/17/2010	Water Fund	Utilities	Xcel Energy	2501 Fairview/Water Tower	322.45
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	56.11
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	25.53
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	17.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	16.94
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	163.45
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	32.66
0	02/17/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	31.85
0	02/17/2010	Storm Drainage	Utilities	Xcel Energy	Traffic Signal	135.13
0	02/17/2010	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	52.48
0	02/17/2010	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	116.49
0	02/17/2010	Police Forfeiture Fund	Professional Services	Streicher's	Protective Glasses	47.01
0	02/17/2010	General Fund	Op Supplies - City Hall	Eagle Clan Enterprises, Inc	Roll Towels, Toilet Tissue, Can Liners	490.68
0	02/17/2010	General Fund	Training	Streicher's	Ammo	4,424.63
0	02/17/2010	General Fund	Training	Streicher's	ABA Extreme HP	1,068.00
0	02/17/2010	General Fund	Training	Streicher's	.40SW Tactical, Ammo	400.27
0	02/17/2010	General Fund	Contract Maint. - City Garage	Green View Inc.	Cleaning-Public Works	854.81
0	02/17/2010	General Fund	209001 - Use Tax Payable	Green View Inc.	Sales/Use Tax	-54.99
0	02/17/2010	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Car Washes	201.60
0	02/17/2010	General Fund	Contract Maintenance	Mister Car Wash	Car Washes	22.40
0	02/17/2010	General Fund	Vehicle Supplies	Fastenal Company Inc.	Shop Supplies	186.84
0	02/17/2010	General Fund	Vehicle Supplies	Fastenal Company Inc.	Shop Supplies	156.51
0	02/17/2010	Storm Drainage	Clothing	North Image Apparel, Inc.	Pants	21.00
0	02/17/2010	General Fund	Contract Maintenance Vehicles	MacQueen Equipment	Credit	-347.00
0	02/17/2010	General Fund	Contract Maintenance Vehicles	MacQueen Equipment	Furnish and Install Valves	1,309.87
Check Total:						71,423.24
57771	02/17/2010	Water Fund	Accounts Payable	Mortgage Contracting Serv	Refund check	100.20
Check Total:						100.20
57772	02/17/2010	General Fund	Operating Supplies	Batteries Plus, Inc.	Alkaline Battery	30.01
Check Total:						30.01
57774	02/17/2010	General Fund	Professional Services	Brighton Veterinary Hospital	Impound Fees Nov & Dec 2009	1,300.00
Check Total:						1,300.00
57775	02/17/2010	Information Technology	Computer Equipment	CDW-G	Air-Lap 1142 AK9-PR 802.11 a/g/n LWAPP A	6,114.59
Check Total:						6,114.59
57776	02/17/2010	General Fund	Contract Maintenance Vehicles	Cintas Corporation #470	Uniform Cleaning	39.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	39.32
57777	02/17/2010	Community Development	Professional Services	City of White Bear Lake	2010 GIS Fees	3,392.58
					Check Total:	3,392.58
57778	02/17/2010	General Fund	Operating Supplies	Coffee Mill, Inc.	Coffee Supplies	328.00
					Check Total:	328.00
57779	02/17/2010	Community Development	Professional Services	Cunningham Group Architecture,	Professional Services Through Jan 15	7,000.00
					Check Total:	7,000.00
57780	02/17/2010	General Fund	Police Explorer Program	Grant Dattilo	Lunch for Explorers Reimbursement	31.60
					Check Total:	31.60
57781	02/17/2010	General Fund	Operating Supplies	EMP	Nitrile Gloves	114.94
					Check Total:	114.94
57782	02/17/2010	Water Fund	Accounts Payable	CHARLES FISH	Refund check	12.37
					Check Total:	12.37
57783	02/17/2010	General Fund	Operating Supplies	Fitzco Inc	Evidence Cases	134.40
					Check Total:	134.40
57784	02/17/2010	General Fund	Contract Maint. - City Garage	Green Lights Recycling, Inc.	Lamps Recycling	288.57
					Check Total:	288.57
57785	02/17/2010	General Fund	Vehicle Supplies	H & L Mesabi	Plow Bolt	587.13
					Check Total:	587.13
57786	02/17/2010	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Equipment	2,988.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						2,988.75
57787	02/17/2010	General Fund	Memberships & Subscriptions	IAPE, Inc.	Annual Membership 2010-Griffin	50.00
Check Total:						50.00
57788	02/17/2010	General Fund	Vehicle Supplies	Kath Auto Parts	Citco Tractor FLD	51.40
57788	02/17/2010	General Fund	Vehicle Supplies	Kath Auto Parts	Wheel Studs	32.58
57788	02/17/2010	General Fund	Vehicle Supplies	Kath Auto Parts	Credit	-4.06
57788	02/17/2010	General Fund	Vehicle Supplies	Kath Auto Parts	Wheel Stud	21.10
57788	02/17/2010	General Fund	Vehicle Supplies	Kath Auto Parts	Wheel Studs	54.96
Check Total:						155.98
57789	02/17/2010	General Fund	Clothing	Keepers Inc	Navy Mens Poly/Rayon LS	69.98
Check Total:						69.98
57790	02/17/2010	General Fund	Memberships & Subscriptions	Links Print & Promotional Reso	Cardigans	45.00
57790	02/17/2010	General Fund	Clothing	Links Print & Promotional Reso	Cardigans	93.00
Check Total:						138.00
57791	02/17/2010	Sanitary Sewer	Professional Services	Lone Oak Companies, Inc.	Sort, Insert, Fold, Mail Water Bills	97.67
57791	02/17/2010	Water Fund	Professional Services	Lone Oak Companies, Inc.	Sort, Insert, Fold, Mail Water Bills	97.67
57791	02/17/2010	Storm Drainage	Professional Services	Lone Oak Companies, Inc.	Sort, Insert, Fold, Mail Water Bills	97.66
Check Total:						293.00
57792	02/17/2010	General Fund	Memberships & Subscriptions	MCPA	2010 Membership-Mahmud	45.00
Check Total:						45.00
57793	02/17/2010	General Fund	Operating Supplies	Midwest Children's Resource Ce	VHS/DVD	15.98
Check Total:						15.98
57794	02/17/2010	General Fund	Professional Services	MMKR	Progress Billing for 2009 Audit	2,300.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						2,300.00
57795	02/17/2010	General Fund	211402 - Flex Spending Health		Fkexible Benefit Reimbursement	99.65
Check Total:						99.65
57796	02/17/2010	General Fund	Operating Supplies	Morton Salt	2010 Blanket PO for Road Salt/Ice Contro	8,262.87
57796	02/17/2010	General Fund	Operating Supplies	Morton Salt	2010 Blanket PO for Road Salt/Ice Contro	1,674.75
57796	02/17/2010	General Fund	Operating Supplies	Morton Salt	2010 Blanket PO for Road Salt/Ice Contro	1,066.51
Check Total:						11,004.13
57797	02/17/2010	Water Fund	Accounts Payable	NANCY MURRAY	Refund check	17.48
Check Total:						17.48
57798	02/17/2010	Telecommunications	Memberships & Subscriptions	North Suburban Comm Commission	2010 City Contribution	89,645.92
Check Total:						89,645.92
57799	02/17/2010	General Fund	Operating Supplies	Petco Animal Supplies, Inc.	K9 Supplies	105.98
57799	02/17/2010	General Fund	Operating Supplies	Petco Animal Supplies, Inc.	K9 Supplies	7.55
Check Total:						113.53
57800	02/17/2010	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage-Acct 2437	2,500.00
Check Total:						2,500.00
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	301.80
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	172.11
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	641.26
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	641.26
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	641.26
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	86.06
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	641.26
57801	02/17/2010	Telephone	Telephone	Qwest	Telephone Service	119.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						3,244.50
57802	02/17/2010	General Fund	Vehicle Supplies	Ramsey County	911 Dispatch Service Jan 1 - Jan 31	15,509.78
57802	02/17/2010	General Fund	Training	Ramsey County	Shooting, Ammo	24.70
Check Total:						15,534.48
57803	02/17/2010	General Fund	Operating Supplies	Rapit Printing	Envelopes	656.85
Check Total:						656.85
57804	02/17/2010	General Fund	Contract Maintenance Vehicles	Road Machinery & Supplies Co.	Water Pump	187.49
Check Total:						187.49
57805	02/17/2010	General Fund	Employer Pension	Roseville Firefighter's Relief	1st Half Contribution	216,500.00
Check Total:						216,500.00
57806	02/17/2010	General Fund	Motor Fuel	Speedway SuperAmerica	Fuel	46.28
Check Total:						46.28
57807	02/17/2010	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	40.36
57807	02/17/2010	Sanitary Sewer	Telephone	Sprint	Cell Phones	40.36
57807	02/17/2010	General Fund	Telephone	Sprint	Cell Phones	40.36
57807	02/17/2010	Information Technology	Telephone	Sprint	Cell Phones	121.03
57807	02/17/2010	Recreation Fund	Professional Services	Sprint	Cell Phones	40.36
Check Total:						282.47
57808	02/17/2010	Community Development	Professional Services	Sheila Stowell	Planning Commission Planning Mtg Minutes	132.25
57808	02/17/2010	Community Development	Professional Services	Sheila Stowell	Mileag Reimbursement	4.35
Check Total:						136.60
57809	02/17/2010	General Fund	Memberships & Subscriptions	Thomson West	Subscriptions	401.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						401.72
57810	02/17/2010	General Fund	Vehicle Supplies	Toll Gas & Welding Supply	CYL	19.08
Check Total:						19.08
57811	02/17/2010	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
57811	02/17/2010	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
57811	02/17/2010	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
57811	02/17/2010	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	107.13
57811	02/17/2010	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	235.12
57811	02/17/2010	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
57811	02/17/2010	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	90.84
57811	02/17/2010	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	90.84
Check Total:						887.29
57812	02/17/2010	General Fund	Clothing	Uniforms Unlimited, Inc.	Name Bars	17.44
57812	02/17/2010	Police - DWI Enforcement	Professional Services	Uniforms Unlimited, Inc.	Cartridge	2,025.28
57812	02/17/2010	General Fund	Clothing	Uniforms Unlimited, Inc.	Body Armor	1,146.94
57812	02/17/2010	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Battery	27.78
57812	02/17/2010	Police - DWI Enforcement	Professional Services	Uniforms Unlimited, Inc.	Taser	2,596.90
Check Total:						5,814.34
57813	02/17/2010	General Fund	Training	USPCA	K9 Region Trials	120.00
Check Total:						120.00
57814	02/17/2010	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Service at Fire Station #1	189.80
Check Total:						189.80
57815	02/17/2010	Information Technology	Telephone	XO Communications Inc.	Telephone Service	2,959.66
Check Total:						2,959.66
57816	02/17/2010	General Fund	Motor Fuel	Yocum Oil Company, Inc.	2010 Blanket PO for fuel	9,235.01
Check Total:						9,235.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
57817	02/17/2010	General Fund	Contract Maint. - City Garage	Zahl Petroleum Maintenance Co	RAM Cleared and Reprgrammed	110.20
57817	02/17/2010	General Fund	Contractual Maint	Zahl Petroleum Maintenance Co	Mechanical Leak Detector Installed	705.01
Check Total:						815.21
57818	02/25/2010	Recreation Fund	Memberships & Subscriptions	BMI General Licensing, Inc.	Music License Fee	274.50
Check Total:						274.50
57819	02/25/2010	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning @ License Centetr	29.00
Check Total:						29.00
57820	02/25/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	212.12
57820	02/25/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	153.84
Check Total:						365.96
57821	02/25/2010	General Fund	Contract Maintenance Vehicles	Cintas Corporation #470	Uniform Cleaning	39.32
Check Total:						39.32
57822	02/25/2010	General Fund	Vehicle Supplies	Crysteel Truck Equipment, Inc.	Cylinder Boss RT3	191.41
Check Total:						191.41
57823	02/25/2010	General Fund	210300 - State Income Tax W/H	Discover Bank	Case # 62-CV-09-11758	281.16
Check Total:						281.16
57824	02/25/2010	General Fund	211200 - Financial Support	Diversified Collection Service		210.24
Check Total:						210.24
57825	02/25/2010	Housing & Redevelopment A	Printing	Fastsigns	Banner, Digital Output Signs	415.12
Check Total:						415.12
57826	02/25/2010	Recreation Fund	Fee Program Revenue	Regina Fitzgerald	Tai Chi Class Refund	28.00
57826	02/25/2010	Recreation Fund	Fee Program Revenue	Regina Fitzgerald	Tai Chi Class Refund	8.00
57826	02/25/2010	Recreation Fund	Collected Insurance Fee	Regina Fitzgerald	Tai Chi Class Refund	2.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						38.00
57827	02/25/2010	General Fund	211400 - Medical Ins Employee	Healthpartners	Health Insurance Premium-March 2010	78,507.78
57827	02/25/2010	General Fund	211400 - Medical Ins Employee	Healthpartners	Health Insurance Premium-March 2010	10,278.71
57827	02/25/2010	General Fund	211400 - Medical Ins Employee	Healthpartners	Health Insurance Premium-March 2010	7,648.53
Check Total:						96,435.02
57828	02/25/2010	Recreation Fund	Operating Supplies	Hillyard, Inc.-Minneapolis	Brush Union Mix	202.08
Check Total:						202.08
57829	02/25/2010	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	Payroll Deduction for 2/23 Payroll	350.28
Check Total:						350.28
57830	02/25/2010	General Fund	Vehicle Supplies	Larson Companies	Filters	23.12
Check Total:						23.12
57831	02/25/2010	Housing & Redevelopment A	Advertising	Lillie Suburban Newspaper Inc	Progress Article-Living Smarter Fair	649.00
Check Total:						649.00
57832	02/25/2010	General Fund	Vehicle Supplies	Little Falls Machine, Inc	Inner Assy, Outer Assy.	1,418.37
Check Total:						1,418.37
57833	02/25/2010	Recreation Fund	Professional Services	David Martin	Tennis Instructor	76.56
Check Total:						76.56
57834	02/25/2010	Recreation Fund	Professional Services	MAVA	Volunteers Management Annual Membership	50.00
Check Total:						50.00
57835	02/25/2010	Golf Course	Memberships & Subscriptions	MGCSA	Annual Membership 2010-McDonagh	110.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						110.00
57836	02/25/2010	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Case #: 001023511002	292.00
Check Total:						292.00
57837	02/25/2010	General Fund	Operating Supplies	Morton Salt	2010 Blanket PO for Road Salt/Ice Contro	3,602.66
Check Total:						3,602.66
57838	02/25/2010	Sanitary Sewer	Professional Services	Networkfleet, Inc.	Monthly Service - Feb 2010	89.85
Check Total:						89.85
57839	02/25/2010	Recreation Fund	Operating Supplies	Northern Power Products Inc.	Carb Repair Kit	63.73
Check Total:						63.73
57840	02/25/2010	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Monthly Service	40.61
57840	02/25/2010	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Monthly Service	40.61
Check Total:						81.22
57841	02/25/2010	General Fund	Memberships & Subscriptions	Greg Peterson	AMEM Membership Reimbursement	35.00
Check Total:						35.00
57842	02/25/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	197.00
Check Total:						197.00
57843	02/25/2010	Recreation Fund	Operating Supplies	Pioneer Press	Nature Center Advertising	83.12
Check Total:						83.12
57844	02/25/2010	Recreation Fund	Postage	Postmaster- Cashier Window #5	Acct 2437-Brochure Postage Spring/Summer	4,825.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						4,825.00
57845	02/25/2010	General Fund	211402 - Flex Spending Health	Premier Bank	HSA	1,793.07
57845	02/25/2010	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,570.00
Check Total:						5,363.07
57846	02/25/2010	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	409.00
Check Total:						409.00
57847	02/25/2010	Water Fund	Professional Services	Quality Restoration Services,	Barrels, Drums, Signs	69.29
Check Total:						69.29
57848	02/25/2010	Telephone	St. Anthony Telephone	Qwest	Telephone	79.91
57848	02/25/2010	Telephone	St. Anthony Telephone	Qwest	Telephone	50.64
57848	02/25/2010	Telephone	Telephone	Qwest	Telephone	364.70
57848	02/25/2010	Telephone	Telephone	Qwest	Telephone	77.94
57848	02/25/2010	Telephone	Telephone	Qwest	Telephone	101.48
Check Total:						674.67
57849	02/25/2010	Housing & Redevelopment	AMiscellaneous	Rainbow Party Arts	Face Painting @ Living Smarter Fair	450.00
Check Total:						450.00
57850	02/25/2010	Storm Drainage	Contract Maintenance	Ramsey County	Larpenteur Lift Station	15,094.89
Check Total:						15,094.89
57851	02/25/2010	P & R Contract Maintenance	Operating Supplies	Ramsey County	Swimming Pool License	530.00
Check Total:						530.00
57852	02/25/2010	General Fund	Operating Supplies	Rapit Printing	EMT Patient Report Forms	444.81
Check Total:						444.81
57853	02/25/2010	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
57854	02/25/2010	Recreation Fund	Professional Services	Norm Rolando	Safety Awareness Instructor	1,528.80
Check Total:						1,528.80
57855	02/25/2010	General Fund	Operating Supplies	Sam's Club	Supplies	536.06
Check Total:						536.06
57856	02/25/2010	General Fund	Contract Maintenance	Sprint	Cell Phones	622.51
Check Total:						622.51
57857	02/25/2010	General Fund	Operating Supplies	Staples Business Advantage, In	Toner, Printer Cartridge	207.05
Check Total:						207.05
57858	02/25/2010	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	276.00
57858	02/25/2010	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
57858	02/25/2010	Storm Drainage	Professional Services	Sheila Stowell	PWET Meeting Minutes	120.75
57858	02/25/2010	Storm Drainage	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
Check Total:						405.45
57859	02/25/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Elbows, Clamps	8.61
57859	02/25/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Builders	11.16
57859	02/25/2010	Golf Course	Operating Supplies	Suburban Ace Hardware	Razor Blades	5.22
Check Total:						24.99
57860	02/25/2010	Municipal Jazz Band	Operating Supplies	Sunshine Software Inc	Hosting-RSVL Big Band	115.00
Check Total:						115.00
57861	02/25/2010	Storm Drainage	Rosewood Neighborhood Drainage	TMS Construction, Inc.	Rosewood Neighborhood Drainage Improve.	44,715.70
Check Total:						44,715.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
57862	02/25/2010	General Fund	Vehicle Supplies	Tousley Ford Inc	Lever, Bushing	44.98
Check Total:						44.98
57863	02/25/2010	General Fund	Vehicle Supplies	Truck Utilities Mfg Co.	Park Stand/St. C-Plow	71.29
Check Total:						71.29
57864	02/25/2010	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliforms	320.00
Check Total:						320.00
57865	02/25/2010	Recreation Fund	Operating Supplies	The Vernon Company	Phone Case, UPSG	554.85
57865	02/25/2010	Recreation Fund	Operating Supplies	The Vernon Company	Sanitizer	669.18
Check Total:						1,224.03
57866	02/25/2010	Recreation Fund	Fee Program Revenue	Karen Vinnes	Tai Chi Class Refund	28.00
57866	02/25/2010	Recreation Fund	Fee Program Revenue	Karen Vinnes	Tai Chi Class Refund	8.00
57866	02/25/2010	Recreation Fund	Collected Insurance Fee	Karen Vinnes	Tai Chi Class Refund	2.00
57866	02/25/2010	Recreation Fund	Fee Program Revenue	Karen Vinnes	Tai Chi Class Refund	8.00
Check Total:						46.00
57867	02/25/2010	General Fund	Vehicle Supplies	Winter Equipment, Inc.	Plow Marker Kit	329.72
Check Total:						329.72
57868	02/25/2010	Recreation Fund	Professional Services	Michael Miller	Adult basketball game officials	3,750.00
57868	02/25/2010	Recreation Fund	Professional Services	Michael Miller	Score Keeper	192.00
Check Total:						3,942.00
Report Total:						724,536.94

REQUEST FOR COUNCIL ACTION

Date: 3/08/2010
Item No. 7.b

Department Approval

Christopher K. Miller

City Manager Approval

W. J. Mahinen

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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
IT	CDWG	Cisco Network Switch for internet access	\$ 16,009.02

Sale of Surplus Vehicles or Equipment

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

Department	Item / Description
N/A	N/A

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

20 **STAFF RECOMMENDATION**

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

23 **REQUESTED COUNCIL ACTION**

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

26

27

Prepared by: Chris Miller, Finance Director

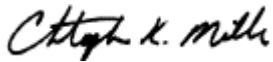
Attachments: A: None

28

REQUEST FOR COUNCIL ACTION

Date: 03/08/10
Item No.: 7 . C

Department Approval



City Manager Approval



Item Description: Authorization to Purchase a Software Upgrade for the City's Financial Software Package

BACKGROUND

Since the mid-1970's, the City has relied upon software programs to record, monitor, and report the City's financial transactions. The last major software purchase made for this purpose was in 1999 when the City purchased the Springbrook Financial Software Suite.

Financial software companies typically provide software patches on an annual or semi-annual basis to fix any errors or glitches. Generally speaking, these smaller-scale changes can be made with minimal interruption to the customer, and do not feature any substantive changes to the software itself. However, every few years, it is customary for financial software companies to undertake a major overhaul of the software itself to accommodate changing customer needs, industry practices, and newer technologies. The last major upgrade took place in 2003.

In 2009, Springbrook announced its intention of implementing an upgrade to their system. It has recently completed its beta-testing and is now actively rolling out upgrades to customers across the country. As is customary for all software providers, Springbrook will continue to support the older version of their software but only for a limited time. The City of Roseville must upgrade to the new software version in the coming year or so to continue receiving customer support.

Some of the enhancements featured in the software upgrade include:

- ❖ Processes, calculations, etc, are performed on the server rather than on the user's workstation. This means the end user's computer is not 'tied up' during these processes allowing them to perform other tasks. And because most servers are faster than an individual computer, these processes are completed faster.
- ❖ Security is improved as it will now be maintained at the network level using the same security features employed network-wide.
- ❖ Software patches can be deployed centrally instead of at the workstation level, saving an average of 30 minutes per computer per patch.
- ❖ Numerous reporting capabilities have been added to allow greater customization, and data

33 extraction.

- 34
- 35 ❖ Processes and reports can be scheduled in advance to allow those tasks to be completed during non-
- 36 peak hours. For example, an employee can schedule a lengthy process to run overnight rather than
- 37 ‘tying up’ their computer during the work day. Or they can schedule a process to begin
- 38 immediately after another process is completed. This is especially helpful if one employee’s
- 39 process is contingent on another employee’s process being completed first.
- 40

41 There are other enhancements as well.

42

43 As a current Springbrook client, there is no cost for the upgraded software itself. However, we will incur

44 significant costs to migrate our data to the new version and for training on the new system. We are

45 currently working with 5 other area municipalities that are also upgrading to the new version to arrange for

46 some joint training. This will help keep costs down, but we will still need individualized training to

47 accommodate the unique setup and product utilization found in each City.

48

49 We expect the cost of data migration and training to be approximately \$35,000. It is proposed that the

50 City’s Equipment Replacement Fund be used for this purpose. This is the same fund used to purchase the

51 Fire Department’s Records Management software in 2008, and the Police Department’s Records

52 Management software in 2004. The 2010 Budget set aside \$50,000 for this purpose.

53

54 For comparison purposes, if the City were to consider other comparable financial software applications,

55 Staff estimates that the cost of the software, data migration, and training would be at least \$75,000.

56

57 City Staff will lead a brief overview of these topics and will be available for any questions.

58 **POLICY OBJECTIVE**

59 Not applicable.

60 **FINANCIAL IMPACTS**

61 There is no cost for the software itself, however there will be data migration and training costs. The

62 estimated costs for these services is approximately \$35,000. The cost will be paid for from the City’s

63 Equipment Replacement Fund.

64 **STAFF RECOMMENDATION**

65 Staff Recommends the Council approve the purchase of the software upgrade.

66 **REQUESTED COUNCIL ACTION**

67 Motion to approve the purchase of the Springbrook Financial Software upgrade.

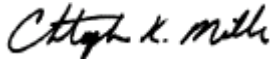
68

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

REQUEST FOR COUNCIL ACTION

Date: 03/08/10
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Consider a Resolution Supporting a Fiber Infrastructure Grant

BACKGROUND

Since 1998, the City of Roseville has actively engaged other municipalities and governmental agencies for the purpose of sharing information technology services. To date, the City of Roseville has entered into Joint Powers Agreements with 23 entities to provide various levels of IT-related services. Within this consortium group, it is estimated that the participating agencies collectively save in excess of \$500,000 annually for their information technology-related costs.

The success of these partnerships is reliant on the ability of the City of Roseville to maintain connectivity to other agencies through high-speed, broadband connections. The vast majority of this connectivity is currently provided by the Comcast-owned Institutional Network (I-Net) under the terms and conditions of each city's respective local cable franchise. However, recent changes in cable regulations have brought into question the requirement of cable operators to provide services such as institutional networks. This uncertainty makes it difficult to develop long range technology plans given this unknown. Absent cities' ability to use the I-Net it is estimated that the cost to lease broadband service lines would cost in excess of \$300,000 annually for this consortium of agencies.

In recognition of the potential loss of use of the INET, some cities have begun installing municipal-owned fiber to connect critical city facilities (although only some of these critical connections are complete). However, securing the interconnections between cities presents a daunting financial challenge. Fortunately, agencies in this consortium have a new opportunity to meet this challenge through the Federal Stimulus Plan.

The American Recovery and Reinvestment Act (ARRA), commonly called the Federal Stimulus Plan, provides grants for deploying broadband infrastructure through the Broadband Technology Opportunity Program (BTOP). The purpose of the BTOP grant is to increase broadband penetration into unserved and underserved areas of the United States, to enhance broadband capacity at public computer learning centers, and to promote sustainable broadband projects using public/private partnerships. The U.S Department of Commerce through the National Telecommunications and Information Administration (NTIA) agency has been charged with developing policy guidelines and application procedures; to receive and review applications; and to distribute \$4.7 billion to affect these programs.

Applications for the BTOP's second and final round are due by March 15, 2010. In the second round the NTIA has adopted a "comprehensive communities" approach as its top priority in awarding infrastructure grants, focusing on middle mile broadband projects that connect key community anchor institutions – such as libraries, hospitals, community colleges, universities, and public safety institutions.

As noted above, the City of Roseville manages an established technology partnership with metro area municipalities and service organizations including fire service districts and a watershed management district. Collectively the group is called Metro-INET to identify the transitive relationship that has developed amongst the participants of the network.

Metro-INET is a communications network comprised of 67 public facilities located within 4 metro counties. Of these facilities, 39 are police and fire stations making Metro-INET one of the largest public safety networks in the State of Minnesota. Currently the agencies of Metro-INET rely almost exclusively on the use of the Comcast provided Institutional Network (INET) to provide the facility network interconnections necessary to cost share information technology services. But while the current INET is nearly all fiber based, it does not reach to all facilities within Metro-INET. Most of these unserved facilities are fire stations that are a critical component of the Metro-INET public safety network.

The City (and the consortium group) has been approached by American Fiber Systems (AFS) to enter into a public/private partnership to build a fiber network that will replicate the I-Net. AFS is a privately held communications company that owns fiber optic networks in 9 metropolitan areas including St. Paul, MN. AFS owns over 76,000 fiber miles with a primary business of providing dark fiber to telephone carriers and businesses. AFS also provides managed network services to businesses in the communities where they operate. The AFS – Saint Paul network extends between the downtown areas of St. Paul and into Minneapolis and provides services to businesses within this area. AFS seeks to expand their network and services to businesses in the north east metro area and is seeking federal funding through the BTOP grant to accomplish this goal.

AFS was aware of the Metro-INET collaborative and is seeking our support of their application to the NTIA for consideration of a BTOP grant to construct a 100 mile fiber optic ring throughout the northeast metro area to serve business and our public safety institutions. AFS would serve as the grant applicant. Members of Metro-INET are asked to serve as public sponsors of the grant application and the public beneficiary by virtue of a grant to use the AFS Fiber network to interconnect the public safety facilities and other public buildings within our networking group. Additionally AFS will provide dark fiber capacity on the existing AFS fiber ring located in St. Paul. In total, AFS is proposing to provide to Metro-INET access to 140 route miles of fiber.

It should be noted that other agencies and institutions within the Twin Cities metropolitan area are also submitting grant applications to meet their unique needs. The City of St. Paul has partnered with Ramsey County to develop a community network to meet the operational needs of the City of St. Paul and Ramsey County. Anoka County is preparing an application as well.

Some have suggested that the multiple applications be consolidated into a single application. However, the effective governance of an expansive public network may be daunting given that the number of public institutions in the region. As a result, agencies are encouraged to support the application that best meets the needs of their respective organizations and to additionally extend a letter of support to the other applications being submitted for our region.

81 This provides an opportunity for multiple private companies to participate in the grant application process.
82 The NTIA encourages participation and cooperation between multiple entities so it stands to reason that the
83 combined efforts by all will benefit everyone's application.

84
85 City Staff will be available for any questions.

86 **POLICY OBJECTIVE**

87 Joint cooperative ventures are consistent with past practices as well as the goals and strategies outlined in
88 the Imagine Roseville 2025 process. In addition, the preservation of successful partnerships provides
89 continuing financial and operational benefits for the City.

90 **FINANCIAL IMPACTS**

91 If awarded, the BTOP grant will cover up to 70% of the cost of the project. AFS estimates the total cost to
92 be approximately \$8 million. AFS has indicated that the remaining 30% will be covered by AFS in
93 exchange for public sponsorship and support of the AFS grant. AFS has requested a contribution to the
94 annual maintenance of the 140 route miles in the amount of \$49,000 per year. This cost will be divided
95 amongst the members of Metro-INET on an equitable basis using a cost sharing methodology developed by
96 the Metro-INET Users Group.

97 **STAFF RECOMMENDATION**

98 Staff recommends supporting the efforts of AFS in obtaining federal funding to expand fiber based
99 broadband opportunities within our community and to additionally offer a letter of support to other agencies
100 pursuing grants. Given the uncertainty over the continued use of the Comcast provided fiber optic network
101 it is necessary that Roseville and its partner agencies take advantage of any opportunity that can provide
102 low cost, high speed connectivity between our public institutions to preserve the cost sharing relationships
103 and operational efficiencies realized over the past 12 years.

104 **REQUESTED COUNCIL ACTION**

105 Motion to adopt a resolution pledging public support for American Fiber System's application to the
106 National Telecommunications and Information Administration for the construction of a Community
107 Broadband network within the Twin Cities North East Metropolitan area to include the City of Roseville;
108 and to authorize the City Manager to execute Letters of Support to agencies seeking support of additional
109 grant opportunities

110

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution supporting a fiber infrastructure grant application by American Fiber Systems
B: American Fiber Systems grant program description

111

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota was duly held at Roseville City Hall on March 8, 2010.

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

_____ introduced and moved the adoption of the following resolution:

RESOLUTION NO. _____

**RESOLUTION SUPPORTING
BROADBAND TECHNOLOGY OPPORTUNITY PROGRAM (BTOP) GRANT
APPLICATIONS FOR THE DEVELOPMENT OF A COMPREHENSIVE COMMUNITY
NETWORK TO BENEFIT PUBLIC INSTITUTIONS IN THE NORTH EAST TWIN CITIES
METROPOLITAN AREA.**

WHEREAS, the National Telecommunications and Information Administration (NTIA) agency has grants available for the deployment of broadband infrastructure; and

WHEREAS, the NTIA will award infrastructure grants focusing on middle mile broadband networks to benefit key community institutions including public safety; and

WHEREAS, the NTIA encourages the development of public/private partnerships in the application for these grants; and

WHEREAS, American Fiber Systems (AFS) seeks public support of their application to receive funding for deploying broadband infrastructure in the north east Twin Cities Metropolitan Area; and

WHEREAS, AFS will dedicate a portion of the infrastructure as a Community Fiber Network to benefit public institutions within the AFS service area as presented in the letter of intent; and

WHEREAS, additional applications for BTOP grants are being submitted by other agencies and private partners within the north east metropolitan area; and

WHEREAS, supporting these efforts will encourage sustainable adoption of broadband service and to spur job creation and stimulate long-term economic growth and opportunity in the region.

155 NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Roseville that: The Roseville
156 City Council adopts this resolution supporting the grant application by American Fiber Systems for the
157 development of a comprehensive community network to benefit public institutions in the north east Twin
158 Cities metropolitan area; and

159
160 BE IT FURTHER RESOLVED that, the Roseville City Council authorizes the City Manager to collaborate
161 with other public entities participating in this grant application and to provide letters of support to other
162 communities and agencies in Minnesota who are developing applications for funding to the NTIA or to the
163 Rural Unification Services (RUS) for broadband projects to address unique needs of their communities.

164
165 The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and
166 upon vote being taken thereon, the following voted in favor: _____ and the following voted against the
167 same: _____

168
169 STATE OF MINNESOTA)
170) SS
171 COUNTY OF RAMSEY)

172
173
174 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State
175 of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of
176 minutes of a regular meeting of the said City Council held on the 8th day of March, 2010, with the original
177 thereof on file in my office.

178
179 WITNESS MY HAND, officially as such Manager, this 8th day of March, 2010.

180
181
182
183
184 _____
185 William J. Malinen, City Manager

186
187 (SEAL)
188



HIGHLY CONFIDENTIAL

February 23, 2010

Mr. Terrance Heiser
Network Manager
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: BTOP Round 2 Comprehensive Community Infrastructure Project

Dear Terre,

American Fiber Systems, Inc. (AFS) is pleased to present you with the following summary of the ARRA/NTIA/BTOP Comprehensive Community Infrastructure (CCI) for providing connectivity to the facilities of the identified communities in Ramsey County and the southern portion of Anoka County.

The Round 2 application route that AFS is proposing is designed to provide multiple ring architectures for all the identified buildings plus it incorporates the INET route while providing ring architecture for the INET route end points. All of the Anchor Institution buildings provided by you will be connected to the main backbone with fiber including penetration into the building with a fiber panel. The only exception to the laterals for the buildings connected is the buildings that are on the INET route which are already on-net through INET or the two occurrences where the communities have connected their libraries and public safety facilities. AFS will provide three pair of dark fibers to each community plus configure them to meet the community requirements and also provide an additional three pairs on the entire route for connectivity to meet the needs of INET and the communities. Additionally, AFS will provide three pair of fibers that will be connected to the project route along our existing AFS network spanning Minneapolis and St. Paul. AFS proposes that these dark fiber strands be contractually provided under a no charge IRU, except for maintenance, for an initial term of 30 years with an option for an additional 30 year term.

To meet the needs of the BTOP/CCI application, AFS is considering adding buildings that would connect Community Colleges and possibly the awarded University of Minnesota Public Computing Center (PCC) grant from Round 1.

The estimated total project costs for this route is \$8,068,680 excluding any additions for Community Colleges or the University of Minnesota PCC facilities. If there is a need to connect a few county or other facilities, AFS is willing to include them in the current estimated total project cost. AFS will solely provide all necessary matching funds to meet the needs of the BTOP/CCI application requirements.

American Fiber Systems, Inc.
100 Meridian Centre, Suite 300, Rochester, New York 14618
Mobile: (585) 721 2815, Phone: (585) 785-5815, Fax: (585) 785-5816
www.AFSNetworks.com

The only fees AFS is requesting, if the grant is awarded, are a \$350/Route Mile/Year in Maintenance Fees which based on the project 100 Route Mile Network plus providing 3 pair on the existing AFS network at 40 route miles these amount to \$49,000/year payable on a monthly basis or AFS will consider yearly payments. This \$49,000/year is the cumulative costs payable by all the communities in other words if there are 20 communities on average each community would pay \$2,450/year, obviously a nominal amount for the number of fibers on a 140 route mile network. The AFS Maintenance agreement does include that the IRU has a provision which states that the impacted community would pay the pro-rata amount, based on the communities strand count divided by the total strands for unreimbursed expenses required for relocations. The communities' assistance would be helpful to provide input to the path the route takes in the communities to minimize any anticipated or probable relocations, which input would not be needed until much later when we are collectively sure the grant will be awarded. The AFS standard practice is that we are responsible for all locates on the AFS constructed or existing routes as well as providing NOC services for the same routes for actively monitoring for fiber cuts all within the maintenance agreement.

AFS is asking for your support of this proposal and to be viewed by the NTIA as a Partner by indicating in writing each community's need or problem and how this project solves that need. Also, we need you to state that the communities participated in developing the route and that if awarded you will commit to utilizing the network for the benefit of the community.

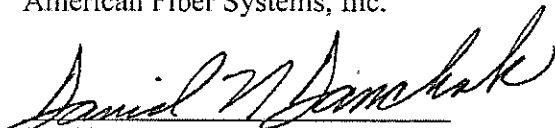
I hope this answers any items or concerns you or the communities have regarding this project.

I want to thank you for allowing AFS to present to the involved communities last week and strongly believe that we have a winnable grant application.

We again thank you for this opportunity and if there are any questions my best point of voice contact is my mobile at 585-721-2815 or email.

Sincerely,

American Fiber Systems, Inc.

A handwritten signature in dark ink, appearing to read "David N. Danchak", written over a horizontal line.

David N. Danchak

Sr. Vice President of Corporate Development

REQUEST FOR COUNCIL ACTION

Date: March 8, 2010
Item No.: 7.e

Department Approval

City Manager Approval

WJ Malinen

Item Description: 2010 Employee Conference Attendance

BACKGROUND

Attendance at professional conferences offers an affordable way for employees to stay abreast of the latest trends, technologies and legislative or administrative changes. Staff learn new skills and receive training. They often bring new ideas that can bring greater efficiencies and effectiveness. Staff have an opportunity to network and build collaboration with colleagues and among other government entities. These collaborations have led to several joint powers agreements and other working relationships that make staff better workers.

At its December 21 City Council meeting, the Council placed some restrictions on out-of-town conference attendance in 2010, requiring Council approval for any travel, lodging or meal costs for conferences paid for by the City, unless options for mandatory conferences are not available locally.

POLICY OBJECTIVE

Review staff attendance at outstate and out-of-state conferences.

FINANCIAL IMPACTS

The costs of conferences are approximate numbers.

STAFF RECOMMENDATION

Review attached list of conferences for staff to attend and approve as presented.

REQUESTED COUNCIL ACTION

Review attached list of conferences for staff to attend and approve as presented.

Prepared by: William J. Malinen, City Manager

Attachments: A: List of recommended conferences and attendees

2010 Conferences

3/08/10

Dept	Date	Conference	Attendee	Location	Notes	Reg Fee	Travel	Lodging	Meals	Total
AD	6/23/10	LMNC	Bill Malinen	St Cloud	3 days Travel est = mileage	\$295.00	\$70.00	\$0.00	\$0.00	\$365.00
AD	5/5/10	MCMA	Bill Malinen	Nisswa	3 days Travel est = mileage	\$250.00	\$100.00	\$300.00	\$0.00	\$650.00
AD	Sept.	ICMA	Bill Malinen	San Jose	3 days	\$550.00	\$500.00	\$500.00	\$150.00	\$1,700.00
AD	8/18/10	MPLRA	Dona Bacon	Grand Rapids	3 days					
AD	Fall	MN Accoc of Government Communicators (MAGC)	Carolyn Curti	U of M Campus	1 day - meal included in registration; no travel or lodging; fee estimated	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00
AD	Fall	MN Accoc of Government Communicators (MAGC)	Tim Pratt	U of M Campus	1 day - meal included in registration; no travel or lodging; fee estimated	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00
AD	Fall	Recycling Assoc MN (ARM)	Tim Pratt	Metro	1-2 days	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
CD	4/10/10	National APA Planning Conference	Director or City Planner	New Orleans	4 days	\$595.00	\$400.00	\$700.00	\$100.00	\$1,795.00
CD	9/20/10	State APA Planning Conference	Director, City Planner, Assoc Planner, Econ Dev Assoc	Mankato	4 days Registration: \$250 each Lodging: \$200 each	\$1,000.00	\$100.00	\$800.00	\$100.00	\$2,000.00
CD	1/21/10	Winter Econ Dev Assoc MN (EDAM)	Director and/or Econ Dev Accoc	Minnetonka	EDAM holds two conferences. Staff only go to one of these. Staff did not go to Winter Conference (2 days). If staff attends Summer Conference (3 days) only one person will go because of lodging costs.	\$475.00	\$25.00	\$0.00	\$0.00	\$0.00

2010 Conferences

3/08/10

Dept	Date	Conference	Attendee	Location	Notes	Reg Fee	Travel	Lodging	Meals	Total
CD	5/15/10	Summer Econ Dev Assoc MN (EDAM)	Director or Econ Dev Assoc	Gull Lake	See above -3 days	\$275.00	\$50.00	\$175.00		\$500.00
CD	10/00/10	GIS Conference October 2010 (date not yet set)	GIS Specialist	Duluth	2 days	\$235.00	\$50.00	\$125.00	\$25.00	\$435.00
FD	8/24/10	Intl Fire Chief's Conference/Fire Rescue Intl	Fire Chief	Chicago	5 days	\$425.00	\$260.00	\$796.00	\$140.00	\$1,621.00
FD	10/21/10	Minnesota Fre Chief's Conference	Fire Chief	Rochester	3 days	\$90.00	\$0.00	\$280.00	\$70.00	\$440.00
FD	10/21/10	Minnesota Fre Chief's Conference	Deputy Fire Chief	Rochester	3 days	\$90.00	\$0.00	\$280.00	\$70.00	\$440.00
FD	10/21/10	Minnesota Fre Chief's Conference	Deputy Fire Chief	Rochester	3 days	\$90.00	\$0.00	\$280.00	\$70.00	\$440.00
FN	6/6/10	GFOA National Conference	Director	Atlanta	4 days	\$450.00	\$400.00	\$640.00	\$160.00	\$1,650.00
FN	9/21/10	MN GFOA State Conference	Director	Alexandria	4 days	\$230.00	\$0.00	\$360.00	\$0.00	\$590.00
FN	9/21/10	MN GFOA State Conference	Asst Director	Alexandria	4 days	\$230.00	\$0.00	\$360.00	\$0.00	\$590.00
FN	9/21/10	MN GFOA State Conference	Sr. Accountant	Alexandria	4 days	\$230.00	\$0.00	\$360.00	\$0.00	\$590.00
PD	1/27/10	MN Juvenile Officer's Conference	Note:Did not Attend	Duluth	3 days - meals included in registration	\$145.00	\$30.00	\$138.00	\$0.00	
PD	9/29/10	MN Sex Crimes Investigator's Connerence	Detective	Nisswa	3 days - meals included in registration; travel = est mileage	\$160.00	\$34.00	\$200.00	\$0.00	\$394.00
PD	4/28/10	MN Assoc of Women Police	Female member of Department	Roseville	1 day - meal included in registration; no travel or lodging; fee estimated	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
PD	4/00/10	Death Conference	2 Detectives	Breezy Point	2 days - travel=est mileage	\$0.00	\$34.00	\$0.00	\$0.00	\$34.00
PD	3/22/10	Advanced Hostage Negotiation	Maureen Sikorra	Camp Dodge IA	4 days - travel=est mileage	\$0.00	\$60.00	\$0.00	\$0.00	\$60.00

2010 Conferences

3/08/10

Dept	Date	Conference	Attendee	Location	Notes	Reg Fee	Travel	Lodging	Meals	Total
PD	4/12/10	MN Chief of Police Conference	Act Chief Mathwig	St. Cloud	3 1/2 days - travel=est mileage; meals included in registration fee	\$125.00	\$17.00	\$234.00	\$0.00	\$376.00
PD	10/18/10	MN Crime Prevention Conference	Sarah Mahmud	Brainerd	2 days - travel=est mileage; lodging & meals in registration	\$160.00	\$0.00	\$0.00	\$0.00	\$160.00
PD	4/26/10	Special Operations Training Assoc (SWAT)	2 SWAT members	Bloomington	2 days travel=est mileage; meals included in registration	\$280.00	\$5.00	\$0.00	\$0.00	\$285.00
PR	10/25/10	National Recreation and Park Assoc (NRPA)	Lonnie Brokke	Minneapolis	5 days Travel by city van. First time in Twin Cities since 1994. Would like to take advantage of this for all staff and Commissioners as feasible & appropriate. Others to attend trade show or sessions as appropriate. i.e. package to allow FTE & possibly Commissioners to attend	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
PR	10/25/10	NRPA	Jill Anfang	Minneapolis	See above	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
PR	10/25/10	NRPA	Jeff Evenson	Minneapolis	See above	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
PR	10/25/10	NRPA	Brad Tullberg	Minneapolis	See above	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
PR	10/25/10	NRPA	Sean McDonagh	Minneapolis	See above	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00
PR	Fall	MN Park Supervisor Assoc (MPSA)	Luke Gerlinger	Brainerd	Travel by city vehicle	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	MN Recreation & Parks Assoc (MRPA)	Jill Anfang	Metro	2 days All staff members attending are very active in leadership	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Jeff Evenson	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00

2010 Conferences

3/08/10

Dept	Date	Conference	Attendee	Location	Notes	Reg Fee	Travel	Lodging	Meals	Total
PR	4/14/10	(MPRA)	Eric Boettcher	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Rick Schultz	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Roxanne Maxey	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Luke Gerlinger	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Kevin El	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	4/14/10	(MPRA)	Nicole Dietman	Metro	See above	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PR	Fall	MN Ice Arena Managers Assoc (MIAMA)	Brad Tullberg	Grand Rapids	Brad Tullberg is member of board so expenses are covered	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PW	August	APWA	Duane Schwartz	Boston MA	5 days	\$600.00	\$300.00	\$800.00	\$100.00	\$1,800.00
PW	May	MPWA	Deb Bloom	Brooklyn Center	3 days	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PW	Nov.	MPWA	Kris Giga	Brooklyn Center	2 days	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PW	Nov.	MPWA	Steve Zweber	Brooklyn Center	2 days	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PW	Nov.	MPWA	Pat Dolan	Brooklyn Center	2 days	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
PW	Sept.	American Waterworks	Tony Thury	Duluth	2 days	\$250.00	\$150.00	\$100.00	\$35.00	\$535.00



REQUEST FOR COUNCIL ACTION

Date: 2/22/10

Item No.: 7.l.

Department Approval

City Manager Approval

Item Description: Approve contracts for printing services

1 BACKGROUND

2 The City of Roseville communicates news of use and importance to residents through a variety
 3 of media. The main communication tool is the resident newsletter the "Roseville City News."
 4 The six-page, broadsheet (11x17) newsletter is mailed to every resident and business with a
 5 Roseville mailing address for a total of 16,700 copies.

6
 7 Roseville has been publishing a resident newsletter since 1967. In a 1998 survey 82% of
 8 residents said the newsletter was very effective or somewhat effective in keeping them informed
 9 of activities in the City. In a 2002 resident survey 74% of residents surveyed said they receive
 10 recycling information from the Wrap – three times more than from any other source of
 11 information.

12
 13 Roseville has a significant senior population that relies on printed communication to receive
 14 information about City services. While the City continues expanding its electronic
 15 communications, many more residents are getting information from printed sources. For
 16 instance, 34 of 44 applicants for this fall's Roseville University heard about the course from a
 17 print source, nine from word of mouth and only one who applied after viewing it on the website.
 18 This is just one of a number of examples where staff has tracked resident response to
 19 communications. Each case shows significantly more response from printed material versus
 20 electronic communications.

21
 22 Roseville began soliciting bids for newsletter printing in 2001. Through competitive bidding the
 23 City has secured long-term low-cost printing which has cut the cost of printing by more than
 24 40%. Staff has also undertaken other cost-saving measures which have saved the City an
 25 additional 20%.

26
 27 The current contract with Greenhaven Printing for newsletter printing expires in March 2010. At
 28 its December 22, 2009 meeting the council unanimously authorized staff to request proposals for
 29 printing services. Staff incorporated additional printing needs (forms and envelopes) into the
 30 RFP to secure additional long-term savings.

31
 32 Roseville issued the RFP for printing services and received 9 responses. A staff committee of
 33 Communication Specialists Carolyn Curti and Tim Pratt and Marketing Coordinator Nicole
 34 Dietman reviewed the responses and ranked them (Attachments D & E). The top four were
 35 invited to give presentations to the committee. The committee evaluated the presentations and

36 proposals on the basis of cost, quality of printing services, quality of design services, and
37 responsiveness as measured through interview answers and reference checks.
38
39 The committee picked two companies that will best fit the City's needs: Greenhaven Printing for
40 newsletter services and Impressive Print for forms and envelopes printing.

41 **POLICY OBJECTIVE**

42 To lock in cost savings for printing services by signing three-year contracts for printing services.

43 **BUDGET IMPLICATIONS**

44 Greenhaven Printing will print the City News Newsletter for \$4,690 per issue. The City will
45 determine the number of issues.

46
47 Impressive Print will print City envelopes and forms for the prices included in Attachment A.
48 The City will determine the quantities and frequency of the print runs for each item.

49 **STAFF RECOMMENDATION**

50 Staff recommends the council approve contracts with Greenhaven Printing and Impressive Print.

51 **REQUESTED COUNCIL ACTION**

52 A motion to approve contracts for printing services with Greenhaven Printing and Impressive
53 Print.

Prepared by: Tim Pratt, Communications Specialist
Attachments: A: Pricing information for Impressive Print RFP response
B: Proposed contract with Greenhaven Printing
C: Proposed contract with Impressive Print
D: Price Comparisons
E: Ranking Sheet

Service	Qty	Price per print run
Newsletter		
Printing and mailing City News	16,500 every two months	
	subtotal	\$5,765.00
Envelopes		
#9 with black ink logo and return address 100PC	5,000 once a year	\$241.00 + tax \$17.17
#10 with black ink logo and return address 100PC	5,000 once a year	\$235.00+ tax \$16.74
#10 with black ink logo and return address on pink paper 30PC	1,000 once a year	\$120.00+ tax \$8.55
#10 window with black ink logo and return address 100PC	10,000 once a year	\$440.00+ tax \$31.35
#10 on Nekoosa Ash Linen paper with two color logo and return address on back flap	25,000 once a year	\$2500.00+ tax \$17.81
10 x 13 with peel and seal strip, black ink logo and City Hall return address	1,000 once a year	\$225.00+ tax \$16.03
	10x13 combo run	
10 x 13 with peel and seal strip, black ink logo and License Center return address	500 once a year	\$160.00+ tax \$11.40
8 ½ x 11 Stationery on Nekoosa Ash Linen paper two-color	50,000 once a year	\$2195.00+ tax \$156.39
	subtotal	\$6,116.00+ tax
Forms		
2 ½" x 4" name stickers with black ink logo 0PC	1,000 once every two years	\$125.00+ tax \$8.90
3-part carbonless 8 ½" x 5 ½" - Leave time request 0PC	1,000 once a year	\$170.00+ tax \$12.11
3-part carbonless 8 ½" x 11" - Personnel action forms 0PC	1,000 once every three years	\$240.00+ tax \$17.10

2-part carbonless 8 ½" x 5 ½" - Pet license 0PC	1,000 once a year	\$120.00+ tax \$8.55
25 ½" x 11" folded to 8 ½" x 11" black ink - Employment Application 100PC	500 once every three years	\$395.00+ tax \$28.14
4 ¾" x 14" folded to 4 ¾" x 7" black ink - Leaf Program(we added a perf) postcard 100PC	9,000 once a year	\$1035.00+ tax \$73.74
8 ½" x 11" flyer for Clean Up Day 100PC	17,000 once a year	\$525.00+ tax \$37.41
8 ½" x 11" Letterhead on Nekoosa Ash Linen 2-color red and black (is this different than the letterhead under "Envelopes")	50,000 every year	\$2195.00+ tax \$156.39
Business card shells Two color, single-sided	50,000 every two years	\$900.00+ tax \$64.13
Business cards Black ink single-sided	15 sets of 500 throughout the year	\$30 per 2 names+ tax \$2.14
Business cards Black ink double-sided	5 sets of 500 throughout the year	\$45 per 2 names+ tax \$3.21
	subtotal	\$6,042.50+ tax
	Grand Total	\$17,923.50+ tax

**CITY OF ROSEVILLE
AGREEMENT FOR PRINTING, AND MAILING
OF THE ROSEVILLE CITY NEWS**

THIS IS AN AGREEMENT entered into the ____ day of _____, 2010,
by and between the City of Roseville, Minnesota (hereinafter "City"), and Greenhaven
Printing, Inc. (hereinafter Greenhaven), with its principal place of business at 4575
Chatsworth Street N, Shoreview, MN 55126.

WITNESSETH:

WHEREAS, the City communicates news of use and import to residents through
a bi-monthly resident newsletter, the Roseville City News (hereinafter "Newsletter");

WHEREAS, the City went through a competitive bidding process and selected
Greenhaven as the printer that best meets the City's needs for newsletter printing and
mailing;

WHEREAS, Greenhaven has offered to provide printing and mailing service for
three years at a price of \$4,690.00 per issue;

WHEREAS, the City desires to enter into this Agreement with Greenhaven to
provide printing, and mailing services in accordance with the terms of this Agreement;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

- I. Printing Requirements. In consideration for the compensation to be paid
pursuant to Article III below, Greenhaven shall provide the following:
 1. Personnel Requirements: Greenhaven shall retain sufficient
personnel and equipment to fulfill the requirements and
specifications of this agreement.
 2. Paper Requirements: Greenhaven shall print the Newsletter on a
six-page 11" x 17" broadsheet with a folded size of 11 ¼" x 8 ½".
Greenhaven shall print the Newsletter on paper with a minimum of
100% post-consumer recycled content.
 3. Mailing Requirements: Greenhaven shall print addresses and
prepare 16,700 copies of the Newsletter for pre-sort standard
mailing. Upon approval of the Newsletter by the City, Greenhaven
shall provide for the mailing of the Newsletters.

44 4. Timelines: The City shall provide Greenhaven with a copy of the
45 Newsletter, as well as a disk and/or E-file containing the Newsletter,
46 during the first week of the month of mailing. Greenhaven and the
47 City shall consult on initial ideas on layout. Greenhaven shall
48 provide a PDF copy of the layout to the City within five (5) days.
49 After the City's Communication Specialist reviews the layout, the
50 City shall approve or deny the layout within three (3) days.
51

52 II. Term. The term of this Agreement is a period of three years beginning on
53 May 1, 2010 and ending on April 30, 2013, and the Agreement shall be effective upon
54 the approval of the City Council and execution by the Mayor and City Manager.
55 Notwithstanding the foregoing, the City shall have the right, with or without cause, to
56 terminate the Agreement at any time by providing Greenhaven with written notice of its
57 intent to terminate the Agreement 30 days prior to termination.
58

59 III. Compensation. The City agrees to pay Greenhaven \$4,690.00 per issue of
60 the Newsletter. The City reserves the right to determine the number of issues of the
61 Newsletter to be printed in any given year. Greenhaven shall submit itemized bills on a
62 per issue basis. Bills submitted shall be paid in the same manner as other claims made to
63 the City.
64

65 IV. Governing Law and Compliance. The Agreement shall be governed by the
66 laws of the State of Minnesota. In providing services hereunder, Greenhaven shall abide
67 by all statutes, ordinances, rules and regulations pertaining to the provision of the
68 services to be provided. Any violation shall constitute a material breach of the
69 Agreement.
70

71 V. Indemnification. Greenhaven agrees to indemnify and hold the City, and
72 its officer's, agents and employees, harmless from any loss, claims, liability, damages,
73 judgments and expenses (including reasonable attorney's fees and expenses of litigation)
74 arising out of the failure of Greenhaven to perform its obligation under this Agreement.
75

76 VI. Subcontractor. Greenhaven shall not enter into subcontracts for any of the
77 services provided for in this Agreement without providing a detailed list of those
78 services, including the names and contact information of those service providers.
79

80 VII. Independent Contractor. At all times and for all purposes hereunder,
81 Greenhaven is an independent contractor and not an employee of the City. Nothing
82 contained herein shall be construed so as to make Greenhaven or any of its employees an
83 employee or an agent of the City.
84

85 VIII. Assignment. This Agreement shall not be assigned, sublet, or transferred
86 without the written consent of the City.

87
88 IX. Conflict of Interest. Greenhaven agrees to immediately inform, by written
89 notice, the City Manager of possible conflicts of interest with City employees or officers.
90 Conflicts of interest may be grounds for termination by the City of this Agreement.
91

92 X. Ownership of Work. Should the City elect to terminate this Agreement
93 under Section II hereof, Greenhaven shall promptly provide all work-product to the City
94 for which payment has been made and the City shall be entitled to utilize the work in any
95 manner determined by the City to be in its best interests.
96

97 XI. Entire Agreement. This Agreement supersedes all verbal agreements and
98 negotiations between the parties relating to the subject matter hereof, as well as any
99 previous agreements presently in effect between the parties relating to the subject matter
100 hereof. Any alterations, amendments, deletions, or waivers of the provisions of this
101 Agreement shall be valid only when expressed in writing and duly signed by the parties,
102 unless otherwise provided herein.
103

104 XII. Severability. The provisions of this Agreement are severable. If any
105 portion of the contract is, for any reason, held by a court of competent jurisdiction to be
106 contrary to law, such decision shall not affect the remaining provisions of this
107 Agreement.
108

109 XIII. Notices. All notices to be given hereunder shall be in writing and shall be
110 deemed given on the earlier of receipt or three business days after deposit in the United
111 States mail, postage prepaid, addressed to:
112

113 A. City of Roseville
114 Attn: City Manager
115 2660 Civic Center Drive
116 Roseville, MN 55113
117

B. Greenhaven Printing
4575 Chatsworth St. N
Shoreview, MN 55126

120 IN WITNESS WHEREOF, the parties have executed this Agreement in Roseville,
121 Minnesota, as of the _____ day of _____, 2010.
122

123 CITY OF ROSEVILLE
124

125
126 _____
127 Its Mayor
128

129
130 _____
131 Its City Manager
132

133
134
135 GREENHAVEN PRINTING, INC.
136

137
138
139 By _____
140

141 Its _____
142
143
144
145

**CITY OF ROSEVILLE
AGREEMENT FOR PRINTING FORMS AND ENVELOPES**

THIS IS AN AGREEMENT entered into the ____ day of _____, 2010, by and between the City of Roseville, Minnesota (hereinafter “City”), and Real World Enterprises, Inc., d/b/a Impressive Print (“Impressive Print”), with its principal place of business at 1754 West University Avenue, St. Paul, MN 55104.

WITNESSETH:

WHEREAS, the City uses forms and envelopes to disseminate news and gather information;

WHEREAS, the City went through a competitive bidding process and selected Impressive Print as the printer that best meets the City’s needs for envelope and form printing;

WHEREAS, Impressive Print has offered to provide printing service for three years according to prices submitted in its RFP response and included as Attachment A to this Agreement;

WHEREAS, the City desires to enter into this Agreement with Impressive Print to provide printing services in accordance with the terms of this Agreement;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

- I. Printing Requirements. In consideration for the compensation to be paid pursuant to Article III below, Impressive Print shall provide the following:
 1. Personnel Requirements: Impressive Print shall retain sufficient personnel and equipment to fulfill the requirements and specifications of this Agreement.
 2. Paper Requirements: Impressive Print shall print the forms and envelopes on paper specified in Attachment A.
 3. Environmental Requirements: Impressive Print shall retain its Minnesota Great Printer designation and shall strive to obtain additional certifications such as the FSC Chain of Command certification.

4. Online Web Storefronts: Impressive Print shall provide at no additional charge Private Label Web Storefronts as described in the RFP response dated January 22, 2010.

II. Term. The term of this Agreement is a period of three years beginning on May 1, 2010 and ending on April 30, 2013, and the Agreement shall be effective upon the approval of the City Council and execution by the Mayor and City Manager. The City shall have the right, with or without cause, to terminate the Agreement at any time by providing Impressive Print with written notice of its intent to terminate the Agreement 30 days prior to termination.

III. Compensation. The City agrees to pay Impressive Print per print run at the prices specified in Attachment A. The City reserves the right to determine the frequency and number of issues of print runs of the quantity of forms to be printed. Impressive Print shall submit itemized bills on a per issue basis. Bills submitted shall be paid in the same manner as other claims made to the City.

IV. Governing Law and Compliance. The Agreement shall be governed by the laws of the State of Minnesota. In providing services hereunder, Impressive Print shall abide by all statutes, ordinances, rules and regulations pertaining to the provision of the services to be provided. Any violation shall constitute a material breach of the Agreement.

V. Indemnification. Impressive Print agrees to indemnify and hold harmless the City and its officers, agents; and employees harmless from any loss, claims, liability, damages, judgments and expense (including reasonable attorney's fees and expenses of litigation) arising out of the failure of Impressive Print to perform its obligations under this Agreement.

VI. Subcontractor. Impressive Print shall not enter into subcontracts for any of the services provided for in this Agreement without providing a detailed list of those services, including the names and contact information of those service providers.

VII. Independent Contractor. At all times and for all purposes hereunder, Impressive Print is an independent contractor and not an employee of the City. Nothing contained herein shall be construed so as to make Impressive Print or any of its employees an employee or an agent of the City.

VIII. Assignment. This Agreement shall not be assigned, sublet, or transferred without the written consent of the City.

IX. Conflict of Interest. Impressive Print agrees to immediately inform, by written notice, the City Manager of possible conflicts of interest with City employees or

officers. Conflicts of interest may be grounds for termination by the City of this Agreement.

X. Ownership of Work. Should the City elect to terminate this Agreement under Section II hereof, Impressive Print shall promptly provide all work-product to the City for which payment has been made and the City shall be entitled to utilize the work in any manner determined by the City to be in its best interests.

XI. Entire Agreement. This Agreement supersedes all verbal agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

XII. Severability. The provisions of this Agreement are severable. If any portion of the contract is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

XIII. Notices. All notices to be given hereunder shall be in writing and shall be deemed given on the earlier of receipt or three business days after deposit in the United States mail, postage prepaid, addressed to:

A. City of Roseville
Attn: City Manager
2660 Civic Center Drive
Roseville, MN 55113

B. Real World Enterprises
d/b/a Impressive Print
1754 West University Ave.
St. Paul, MN 55104

IN WITNESS WHEREOF, the parties have executed this Agreement in Roseville,
Minnesota, as of the _____ day of _____, 2010.

CITY OF ROSEVILLE

Its Mayor

Its City Manager

IMPRESSIVE PRINT

Its _____

Company	Price
Envelopes	
Impressive	\$6,116
Greenhaven	\$6,428
Visions	\$7,646.76
Forms	
Visions	\$3,703.37
Impressive	\$3,847.50
Greenhaven	\$4,975
Newsletter	
Bolger	\$3,554
Greenhaven	\$4,690
Visions	\$4,843
Impressive	\$5,765

Attachment E

<u>Company</u>	<u>Score</u>	<u>Price - N</u>	<u>Price - E</u>	<u>Price - F</u>
Greenhaven	4.8	2	2	3
Bolger	4.7	1		
Visions	4.1	3	3	1
Impressive	3.9	4	1	2
Minuteman	3.9			
A-1	3.35			
Avon	1.6			
Riverprint	1.5			
Tandem	0.6			

REQUEST FOR COUNCIL ACTION

Date: 03/08/10

Item No.: 7.g

Department Approval



City Manager Approval



Item Description: Award 2010 Street Maintenance Materials and Contractual Concrete
And Paving Bids

BACKGROUND

Annually, the Street Maintenance Division receives bids for materials that are used for street maintenance operations and for contractual concrete and asphalt reclamation/ asphalt paving work. Materials bid include aggregate for seal coating, bituminous materials for road repair, asphalt emulsion and aggregate for seal coating, and Class 5 gravel for base repair. The concrete repairs include curb and gutter repairs and sidewalk panel replacement. The contractual paving related bids are for replacement and repair of pathways and parking lots, as well as miscellaneous patching. City staff received bids for maintenance materials on February 24, 2010.

DISCUSSION OF BIDS

****HIGHLIGHTED 2010 ITEMS INDICATE LOW-BID**

BIDDER

UNIT PRICE
DELIVERED
(not including tax)

Class 5 crushed limestone

Bryan Rock

Aggregate Industries

2009 price/del \$11.86/ton + tax

CRS-2 Asphalt Seal Coat Oil

Meigs

Flint Hills Resources

2009 price/del \$1.72/gal + tax

\$11.84 including tax

\$11.64 + tax

\$1.897

\$1.904

FA-2 Seal Coat Aggregate per ton

Martin Marietta

Midwest Asphalt

Dresser Traprock

2009 bid was \$27.25/ton + tax

\$25.40 ton

\$27.43 ton

\$35.65 ton

BIDDER

UNIT PRICE
PICKED UP
(not including tax)

100 ton LVNW3503B Asphalt Base Mix

Bituminous Roadways (Mpls)	\$46.65
Commercial Asphalt (Blaine or Red Rock)	\$47.50
T.A. Schifsky	\$57.00
Midwest Asphalt	\$61.68

2009 price/del \$46.25 ton + tax

750 ton LVWE45030B ½" Asphalt Wear Mix

Bituminous Roadways (Mpls)	\$48.50
Commercial Asphalt (Blaine or Red Rock)	\$50.00
T.A. Schifsky	\$57.00
Midwest Asphalt	\$65.02

2009 price/del \$47.75/ton + tax

200 ton LVWE 35030B ¾" Asphalt Wear Mix

Bituminous Roadways (Mpls)	\$46.65
Commercial Asphalt (Blaine or Red Rock)	\$47.50
T. A. Schifsky	\$57.00
Midwest Asphalt	\$61.68

2009 price \$46.25/ton + tax

Remove & replace miscellaneous concrete panels

Curbmaster	\$3.45 s.f.
Q3	\$3.75 s.f.
Kassa Construction	\$4.00 s.f.
Paragon	\$4.75 s.f.
Goodmanson	\$5.00 s.f.

2009 bid was \$3.95 s.f.

Remove and replace miscellaneous concrete curb

Goodmanson	\$17.00 l.f.
Curbmaster	\$22.00 l.f.
Kassa Construction	\$23.10 l.f.
Q3	\$26.00 l.f.
Paragon	\$29.00 l.f.

2009 bid was \$23.10 l.f.

Stamped red-color herringbone concrete crosswalk

Paragon	\$7.70 s.f.
Q3	\$8.75 s.f.
Curbmaster	\$9.35 s.f.
Kassa	\$9.95 s.f.
Goodmanson	\$13.60 s.f.

2009 bid was \$8.95 s.f.

Remove and replace concrete panels in PW Yard

Kassa	\$4.65 s.f.
Q3	\$5.25 s.f.
Curbmaster	\$5.35 s.f.
Goodmanson	\$5.95 s.f.
Paragon	\$7.75 s.f.

2009 bid price \$4.60 s.f.

Pedestrian ramp truncated domes

Paragon	\$6.48 s.f.
Curbmaster	\$7.25 s.f.
Kassa	\$15.00 s.f.
Goodmanson	\$16.00 s.f.
Q3	\$17.35 s.f.

2009 bid price \$14.00 s.f.

5275 s.f. concrete sidewalk

Kassa	\$2.80
Curbmaster	\$2.90
Q3	\$3.55
Paragon	\$3.74
Goodmanson	\$4.48

225 s.f. 2147 Fernwood

Curbmaster	\$3.45 s.f.
Q3	\$5.25 s.f.
Kassa	\$5.50 s.f.
Paragon	\$10.88 s.f.
Goodmanson	\$12.75 s.f.

625 s.y. LVWE45030B ½" Acorn Park Paving

T. A. Schifsky	\$70.00 ton
Tower Asphalt	\$71.00 ton
Ace Blacktop	\$83.00 ton
Bituminous Roadways	\$90.00 ton
Paragon	\$100.48 ton
Midwest Asphalt	\$117.50 ton

FPI Paving \$121.00 ton

2009 bid price \$64.00 per Ton

800 s.y. Valley Park Pathway Paving

T. A. Schifsky	\$70.00 per ton
Tower Asphalt	\$71.00 per ton
Ace Blacktop	\$83.00 per ton
Bituminous Roadways	\$90.00 per ton
Paragon	\$100.48 per ton
Midwest Asphalt	\$110.20 per ton
FPI Paving	\$121.00 per ton

2009 bid price \$64.00 Ton

<u>Pathway Reclamation</u>	<u>Acorn Park</u>	<u>Valley Park</u>
Ace Blacktop	1.85 s.y.	1.85 s.y.
Bituminous Roadways	2.64 s.y.	2.08 s.y.
Tower Asphalt	2.65 s.y.	2.10 s.y.
T. A. Schifsky	2.55 s.y.	2.55 s.y.
FPI Paving	2.65 s.y.	2.10 s.y.
Paragon	2.59 s.y.	2.59 s.y.
Midwest Asphalt	2.86 s.y.	2.25 s.y.

2009 bid price reclaiming 2.10 s.y. and 2.35 s.y.

11
12 Staff has done considerable research into market trends for asphalt pricing. Current indicators are
13 that pricing is expected to increase in the next month or two for asphalt mix, bituminous paving,
14 sealcoat oil, and aggregate.
15

16 **POLICY OBJECTIVE**
17 Each year city staff uses the competitive bid process to secure maintenance materials and
18 contractual concrete work that fall within budget guidelines. This allows maintenance programs
19 to be completed as planned with quality materials at the lowest possible cost to the city.
20

21 **FINANCIAL IMPACTS**
22 Street maintenance materials, contractual concrete work, paving, reclamation, and miscellaneous
23 patching are funded in the Street Maintenance. Pathways are funded in the Pathway Parking Lot
24 Budget. The bids received are reflective of the current market rates for the items bid. Market
25 prices are in flux at this time on some items reflecting an unstable market. Combined bids
26 received reflect a small increase in cost for maintenance materials and repairs.
27

28 **STAFF RECOMMENDATION**

29 Staff recommends to award to the low bidder in all categories as listed in the requested action
30 below.
31
32
33
34
35
36

37 **REQUESTED COUNCIL ACTION**

38
39 Motion accepting the following bids for street maintenance materials and contractual work:

- | | |
|---------------------------------------|-----------------|
| 40 1. Class 5 aggregate base | Bryan Rock |
| 41 2. CRS-2 Asphalt oil | Meigs |
| 42 3. FA-2 Seal Coat Aggregate | Martin Marietta |
| 43 4. Miscellaneous concrete sidewalk | Curbmaster |
| 44 5. 5,275 s.f. concrete sidewalk | Kassa |
| 45 6. Public Works concrete panels | Kassa |
| 46 7. Curb removal and replacement | Goodmanson |
| 47 8. Truncated pedestrian ramps | Paragon |
| 48 9. Stamped concrete sidewalk | Paragon |
| 49 10. Bituminous reclaiming | Ace |
| 50 11. Bituminous paving | T. A. Schifsky |

51
52 Motion accepting the following bids for street maintenance materials:

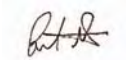
- | | |
|--------------------------------------|---------------------|
| 53 1. LVNW35030B Base Asphalt ¾" | Bituminous Roadways |
| 54 2. LVWE45030B Asphalt Wear Mix ½" | Bituminous Roadways |
| 55 3. LVWE35030B Asphalt Wear Mix ¾" | Bituminous Roadways |

Prepared by: Steve Zweber, Streets Supervisor

REQUEST FOR COUNCIL ACTION

Date: Mar 8, 2010
Item No.: 7.h

Department Approval



City Manager Approval



Item Description: **Approval of Joint Powers Agreement (JPA):
Minnesota Department of Public Safety Bureau of Criminal
Apprehension (BCA) and the Roseville Police Department Addressing
the Terms of RPD's Access to the Criminal Justice
Data Communications Network (CJDN)**

BACKGROUND

The Roseville Police Department (RPD) has a long standing Agreement with the Minnesota Department of Public Safety, specifically the Bureau of Criminal Apprehension (BCA) that allows the RPD full access to the Minnesota Criminal Justice Data Communications Network (CJDN), the proprietary link for available criminal justice data. CJDN is a system, including the equipment, facilities, procedures, agreements, and organizations thereof, for the collection, processing, preservation, or dissemination of criminal justice information.

Law enforcement agencies in Minnesota query CJDN for information as pertains to national and state criminal justice data. In other words, it is our link to all available criminal justice data nationwide.

The last CJDN JPA was executed in 2003; the BCA has updated the attached JPA to reflect advances in technical transmission of data.

POLICY OBJECTIVE

The Roseville Police Department meets all requirements as set forth by the Minnesota Department of Public Safety in the attached JPA.

BUDGET IMPLICATIONS

None. The RPD is currently subscribed to CJDN at a cost of \$840 per quarter. That rate has been in effect for no less than ten years and will not change because of this updated JPA.

STAFF RECOMMENDATION

The police department recommends that the Council approve the JPA and allow for the required City of Roseville signatures, specifically the City of Roseville Mayor and City of Roseville Manager (per MN Statute 412.201). Approval allows the RPD access to state and nationwide

27 criminal justice data.

28

29 **REQUESTED COUNCIL ACTION**

30 The police department is seeking Council approval of the JPA allowing for the required City of
31 Roseville signatures, specifically the City of Roseville Mayor and City of Roseville Manager
32 (per MN Statute 412.201). Approval allows the RPD access to state and nationwide criminal
33 justice data.

34

35

Prepared by: Karen Rubey
Attachments: MN Department of Public Safety
Criminal Justice Data Communications Network Agreement
Contract #DPS-M-0425

MN DEPARTMENT OF PUBLIC SAFETY
CRIMINAL JUSTICE DATA COMMUNICATIONS NETWORK AGREEMENT
(DISTRIBUTION OF NETWORK SERVICES TO LAW ENFORCEMENT AGENCIES)
Contract # DPS-M-0425

THIS JOINT POWERS AGREEMENT is between the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension, 1430 Maryland Avenue East, St. Paul, Minnesota, 55106 (State) and Roseville Police Department, 2660 Civic Center Drive, Roseville, Minnesota 55113, (Governmental Unit). They agree as follows:

WHEREAS, the State, pursuant to Minnesota Statutes, section 299C.46, subdivision 1 is authorized to lease or purchase facilities and equipment as may be necessary to establish and maintain the data communications network with criminal justice agencies (CJDN), and

WHEREAS, Minnesota Statutes, section 299C.46, subdivision 2 defines criminal justice agencies allowed to connect to the criminal justice data communications network, and

WHEREAS, Minnesota Statutes, section 471.59, subdivision 10 authorizes both the State and the Governmental Unit to enter into joint powers agreements, and,

WHEREAS, the Governmental Unit represents that it meets all requirements for this Agreement as a criminal justice agency, or is a city, county, or political subdivision participating on criminal justice communications network authorized to accept network services from the State for the purpose specified, and

WHEREAS, the Governmental Unit represents that it is duly qualified and willing to perform and carry out the services and tasks described in this Agreement.

NOW, THEREFORE, it is agreed:

I. DESCRIPTION OF AGREEMENT

The expected bandwidth requirements of the Governmental Unit are low permitting the Governmental Unit to utilize some of the available bandwidth within the CJDN network. The Governmental Unit must obtain the State's approval in advance for each type of service that they want to use. The only cost to the Governmental Unit will be for an additional router port, if it is needed to segregate the CJDN traffic and establish the required separate segment.

CJDN traffic will have priority routing and if the Governmental Unit experiences bandwidth congestion (slow response time), then the Governmental Unit can acquire additional bandwidth, if available, on the existing circuit or the Governmental Unit can acquire another circuit connection through the Minnesota Office of Enterprise Technology (OET). The same installed router can be used.

II. STATE'S RESPONSIBILITIES

- A. The State shall, by the nature of the location of the Governmental Units that it serves, cause the Minnesota Network (MNet) to be extended to more locations throughout the state. This provides an opportunity for Governmental Units to partner with the State to more fully utilize the network connections and increase connectivity between public sector organizations.
- B. Wherever feasible, the State shall use current MNet digital network connections to connect to participating agencies for the purposes of criminal justice access.

III. GOVERNMENTAL UNIT'S RESPONSIBILITIES Governmental Unit receiving services under this Agreement must:

- A. Provide and maintain any disposable and consumable components originally provided by the State, and shall supply all other necessary disposable and consumable components not provided by the State at the Governmental Unit's expense.
- B. The Governmental Unit shall properly dispose of any and all state provided internal wiring when it is no longer operational or needed for connectivity to the criminal justice data communications network.
- C. If an additional router port is required, the Governmental Unit will be required to pick up the monthly charge.

IV. TERMS OF AGREEMENT

This Agreement shall be effective on the date that the final required signature is obtained by the State, pursuant to Minnesota Statutes, section 16C.05, subdivision. 2, and shall remain in effect for five (5) years.

V. TERMINATION

This Agreement may be terminated by either the State or Governmental Unit at any time, with or without cause, upon ten (10) days written notice to the other party.

VI. STATE'S AUTHORIZED AGENT

The State's authorized agent for the purposes of this Agreement is David M. Johnson, or his designee, Department of Public Safety, Bureau of Criminal Apprehension, 1430 Maryland Avenue East, St. Paul, MN 55106. The agent shall have final authority for acceptance of the Governmental Unit's services.

VII. ASSIGNMENT

Governmental Unit shall neither assign nor transfer any rights or obligations under this Agreement without the prior written consent from the State.

VIII. LIABILITY

The Governmental Unit shall indemnify, save and hold the State, its representatives and employees, harmless from any and all claims or causes of action, including all attorneys' fees incurred by the State, arising from the performance of this Agreement by the Governmental Unit or Governmental Unit's employees, agents, or subcontractors. This clause shall not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations pursuant to this Agreement. The Governmental Unit's liability shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, sections 466.01 through 466.15 and other applicable law.

IX. STATE AUDIT

The books, records, documents and accounting procedures and practices of the Governmental Unit and its employees, agents or subcontractors relevant to this Agreement shall be made available and subject to examination by the State, including the contracting Agency/Division, Legislative Auditor, and State Auditor for a minimum period of six years from the end of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed intending to be bound thereby.

APPROVED

1. GOVERNMENTAL UNIT Governmental Unit certifies that the appropriate person(s) have executed this Agreement on behalf of the Governmental Unit as required by applicable articles, bylaws, resolutions, or ordinances.	2. DEPARTMENT OF PUBLIC SAFETY (with delegated authority)
By:	By:
Title:	Title: MNJIS Executive Director
Date:	Date:
By:	
Title:	
Date:	
3 DEPARTMENT OF ADMINISTRATION	
By:	
Date:	



REQUEST FOR COUNCIL ACTION

Date: 03/08/2010

Item No.: 7.1

Department Approval

A handwritten signature in black ink, appearing to read "P. Trudgman".

City Manager Approval

A handwritten signature in black ink, appearing to read "W. Mahinen".

Item Description: Approve a Resolution and Contract Accepting Grant Funds from Ramsey County's Environmental Response Fund Grant for Environmental Cleanup Associated with the Twin Lakes Infrastructure Projects

BACKGROUND

As part of Ramsey County's Environmental Response Fund (ERF) November 2009 funding round, the City applied for grant funds to assist with the environmental remediation of the right of way associated with the Phase 2 infrastructure project in the Twin Lakes redevelopment area.

On December 1, 2009, Ramsey County awarded the City \$180,570 in grants funds. This grant will reimburse the City for environmental cleanup costs that will be incurred as part of the Phase 2 project.

To accept this grant, the City must adopt a resolution authorizing the execution and delivery of the grant and enter into a grant contract with the County. See Attachment A to review the draft resolution and Attachment B to review the contract. This is the County's standard ERF contract. The City's attorney has reviewed this contract.

On December 21, 2009, the City approved a contract accepting the \$30,000 ERF grant for the Phase 1 infrastructure project. Ramsey County is requiring that we also have a resolution accepting authorizing the execution and delivery of that contract. The County has agreed to allow us to accept both grants with the same resolution, which is attached to this report as Attachment A.

POLICY OBJECTIVE

By accepting the grant from Ramsey County's ERF, the City is fostering environmental cleanup of polluted land through partnerships with funding agencies, which is supported by Policy 4.3 of the Economic Development and Redevelopment Chapter of the City's 2030 Comprehensive Plan.

FINANCIAL IMPACTS

There are no negative financial impacts for the City by accepting this grant. The City will receive a positive financial impact in that it will be recuperating up to \$180,570 in environmental cleanup costs that are expected to be expended as part of the Phase 2 project.

STAFF RECOMMENDATION

Staff recommends that the City Council accept the \$180,570 ERF grant. These funds will help defray the environmental cleanup costs incurred for the Phase 2 infrastructure project.

REQUESTED COUNCIL ACTION

By motion, approve both a resolution authorizing the execution of grant agreements for ERF grants associated with the Phase 1 and 2 infrastructure projects within the Twin Lakes redevelopment area and a contract accepting

28 the ERF grant from Ramsey County for \$180,570 in environmental cleanup funds for the Phase 2 infrastructure
29 project in the Twin Lakes redevelopment area.

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Prepared by: Jamie Radel, Economic Development Associate

Attachments: A: Resolution accepting award
B: Ramsey County ERF Grant Contract

**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 8th day of March, 2010, at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

Authorizing the Execution and Delivery of Grant Agreements and Other Required Documentation to Accept Grant Awards from Ramsey County's Environmental Response Fund for the Phase 1 and 2 Infrastructure Projects within the Twin Lakes Redevelopment Area

WHEREAS, the City submitted a grant application in May 2009 to Ramsey County for funding through its Environmental Response Fund and on August 11, 2009, the County awarded the City \$30,000 for environmental cleanup for the Phase 1 infrastructure project within the Twin Lakes redevelopment area; and

WHEREAS, the City submitted a grant application on November 6, 2009, to Ramsey County for funding through its Environmental Response Fund, and on December 1, 2009, the County awarded the City \$180,570 for environmental cleanup for the Phase 2 infrastructure project within the Twin Lakes redevelopment area.

WHEREAS, Ramsey County requires the City to enter into grant agreements and provide supporting documentation to receive the grant awards.

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville authorizes the execution and delivery of grant agreements and other required documentation to accept grant awards in the amount of \$30,000 and \$180,570 from Ramsey County's Environmental Response Fund.

46 The motion for the adoption of the foregoing resolution was duly seconded by Member
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48 , and upon a vote being taken thereon, the following voted in favor thereof:
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50 and the following voted against the same: none.
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52 WHEREUPON said resolution was declared duly passed and adopted.

**AGREEMENT BETWEEN
RAMSEY COUNTY HRA and CITY OF ROSEVILLE
FOR ENVIRONMENTAL RESPONSE FUNDS**

This is an Environmental Response Fund Grant Agreement made this _____ day of _____, 2009, between the Ramsey County Housing and Redevelopment Authority ("AUTHORITY") and City of Roseville, a Minnesota non-profit corporation ("GRANTEE") (sometimes referred to as the "PARTIES" or a "PARTY").

WHEREAS, on December 22, 2002, the AUTHORITY approved an increase in the mortgage registration and deed tax effective February 1, 2003 through December 31, 2007, and which was reinstated effective July 1, 2008 through December 31, 2012, for the purpose of creating an Environmental Response Fund per Minnesota Statutes, section 383A.80; and

WHEREAS, on December 1, 2009, based upon an application from GRANTEE dated November 6, 2009 ("APPLICATION"), the AUTHORITY approved an Environmental Response Fund loan to GRANTEE in the amount of One Hundred Eighty Thousand Five Hundred Seventy Dollars (\$180,570.00) for remediation activities at the Twin Lakes site in the City of Roseville; and

NOW, THEREFORE, in consideration of the above premises and the mutual covenants and agreements set forth herein, the PARTIES agree as follows:

1. **DEFINITIONS** For purposes of this agreement, the following terms shall have the following meanings:
 - 1.1. "GRANT AGREEMENT" means this Grant Agreement.
 - 1.2. "AUTHORITY" means Ramsey County Housing and Redevelopment Authority.
 - 1.3. "GRANTEE" means City of Roseville, a municipal corporation.
 - 1.4. "IMPROVEMENTS" means the remediation activities specifically set forth in the APPLICATION.
 - 1.5. "GRANT" means the amount of One Hundred Eighty Thousand Five Hundred Seventy and 00/100 Dollars (\$180,570.00) to be granted to GRANTEE to finance the project.
 - 1.6. "PROJECT" means the PROPERTY and the IMPROVEMENTS.
 - 1.7. "PROPERTY" means the real property located in the County of Ramsey, State of Minnesota that is legally described on the attached Exhibit "A".

In addition, other terms will be defined in various sections of this GRANT AGREEMENT and have the meaning given therein.

2. **DOCUMENTS DELIVERED HERewith** Before or contemporaneously with the execution of this GRANT AGREEMENT, GRANTEE shall deliver the following documents and/or instruments to AUTHORITY:
 - 2.1. Resolution of GRANTEE authorizing the execution and delivery of this GRANT AGREEMENT and the documents described herein.
 - 2.2. Certificates of insurance evidencing coverages required in § 5.1, below.
3. **REPRESENTATIONS AND WARRANTIES** To induce AUTHORITY to enter into this GRANT AGREEMENT, GRANTEE makes the following representations and warranties to AUTHORITY:
 - 3.1. GRANTEE has full power, right and authority to execute and deliver this GRANT AGREEMENT and to perform and observe each and all of the matters and things provided for in this GRANT AGREEMENT.
 - 3.2. GRANTEE will initially be the owner of the PROPERTY in fee simple.
 - 3.3. To the best of GRANTEE's knowledge, the PROPERTY does not violate any federal, state or local law, ordinance or regulation.
 - 3.4. There are no actions, suits, or proceedings pending, at law or in equity, or to the knowledge of GRANTEE threatened, against or affecting it or the PROPERTY, and GRANTEE is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority.
 - 3.5. The consummation of this transaction and performance of GRANTEE's obligations under the GRANT AGREEMENT will not result in any breach of, or constitute a default under, any mortgage, deed of trust, lease, bank loan, or credit agreement, partnership agreement or other instrument which affects GRANTEE, or to which GRANTEE is a party.
 - 3.6. GRANTEE represents and warrants it has not used the PROPERTY in connection with the generation, disposal, storage, treatment, or transportation of Hazardous Substances and that the PROPERTY will not be so used during the term of this GRANT AGREEMENT by GRANTEE, its agents, tenants or assigns, except as required to comply with an MPCA approved Development Response Action Plan.
 - 3.7. GRANTEE has obtained all of the insurance described in Section 5.1 and

such policies of insurance are in full force and effect as of the date of this GRANT AGREEMENT.

4. **COMMITMENT OF AUTHORITY TO GRANT FUNDS**

Subject to the terms and conditions of the GRANT AGREEMENT, AUTHORITY agrees to grant to GRANTEE an amount not to exceed One Hundred Eighty Thousand Five Hundred Seventy and 00/100 Dollars (\$180,570.00). The AUTHORITY shall have no obligation to disburse any of these funds if, at the time of disbursement, GRANTEE is in default under any of the terms of the GRANT AGREEMENT.

5. **AFFIRMATIVE COVENANTS** To further induce AUTHORITY to make the requested grant, GRANTEE hereby covenants and agrees that it shall:

5.1. A. Purchase and maintain such insurance as will protect it from claims which may arise out of, or result from, its operations related to this GRANT AGREEMENT, whether such operations be by the GRANTEE or by any subcontractor, or by anyone directly employed by them, or by anyone for whose acts any one of them may be liable.

B. Secure the following coverages and comply with all provisions noted. Certificates of Insurance shall be issued evidencing such coverage to the AUTHORITY throughout the term of this GRANT AGREEMENT.

1. Commercial General Liability Insurance

\$1,500,000 per occurrence
\$2,000,000 general aggregate
\$2,000,000 products/completed operations total limit
\$1,500,000 personal injury and advertising liability

This policy shall be written on an occurrence basis using ISO form CG 00 01 or its equivalent. The AUTHORITY, Ramsey County, their officials, employees, and agents, shall be added to the policy as additional insured on a primary basis with respect to the operations of the BORROWER, using ISO endorsement form CG 20 26 or its equivalent.

2. Automobile Insurance

Coverage shall be provided for hired, non-owned and owned auto.

Minimum limits of \$1,000,000 combined single limit

3. Workers' Compensation and Employers' Liability

Workers' Compensation as required by Minnesota Statutes

Employers' Liability Limits:
\$500,000/\$500,000/\$500,000

4. Professional Liability/Errors and Omissions Coverage (if applicable)

Per Claim Limit: \$ 500,000
Per Occurrence Limit: \$1,500,000
Aggregate Limit: \$2,000,000

This policy is to be written as acceptable to the AUTHORITY. Certificates of Insurance must indicate if the policy is issued on a claims-made or occurrence basis. If coverage is carried on a claims-made basis, then: 1) the retroactive date shall be noted on the Certificate and shall be prior to or the day of the inception of the AGREEMENT; and 2) evidence of coverage shall be provided for three years beyond expiration of the AGREEMENT.

The AUTHORITY, Ramsey County, their officials, employees, and agents, shall be added to the policy as additional insured; a separation of insureds endorsement shall be provided to the benefit of the AUTHORITY and Ramsey County.

5. Property Insurance. The BORROWER shall secure property insurance on a replacement cost, all risk basis for both real and personal property. The policy shall include business interruption and extra expense coverages. The AUTHORITY shall be added to the policy as lender as their interest may appear.

C. All Certificates of Insurance shall provide that the insurance company gives the AUTHORITY thirty (30) days prior written notice of cancellation, non-renewal and/or any material change in policy.

D. The above sub-paragraphs establish minimum insurance requirements, and it is the sole responsibility of BORROWER to purchase and maintain additional coverages as it may deem necessary in connection with this AGREEMENT.

E. Certificate of Insurance must indicate if the policy is issued pursuant to these requirements. BORROWER shall not commence work until the BORROWER has obtained the required insurance and filed an acceptable Certificate of Insurance with AUTHORITY. Copies of insurance policies

shall be submitted to the AUTHORITY upon request.

F. Nothing in this AGREEMENT shall constitute a waiver by the AUTHORITY or Ramsey County of any statutory or common law immunities, limits, or exceptions on liability.

G. Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's Rating for the insurer shall be noted on the Certificate, and shall not be less than an A.

5.2 GRANTEE agrees to hold harmless and defend Ramsey County, the AUTHORITY, their officials, officers or employees against any and all claims, lawsuits, damages, or lawsuits for damages arising from or allegedly arising from or related to the PROJECT, including but not limited to the GRANTEE's acts, failure to act, or failure to perform its obligations hereunder, and to pay the costs of and/or reimburse Ramsey County, the AUTHORITY, their officials, officers or employees for any and all liability, costs, and expenses (including without limitation reasonable attorney's fees) incurred in connection therewith. AUTHORITY shall promptly notify GRANTEE of any claim made for any such damage or loss and afford GRANTEE and its counsel the opportunity to contest, compromise, or settle such claim.

Nothing in this GRANT AGREEMENT shall constitute a waiver by the AUTHORITY of any statutory limits or exceptions on liability.

5.3. Promptly pay and discharge all taxes, assessments and other governmental charges imposed upon it or upon its income and profits or upon the PROPERTY, and any and all claims for labor, material or supplies or rental charges or charges of any other kind which, if unpaid, might by law become a lien or charge upon the PROPERTY, provided, however, that GRANTEE shall not be required to pay any such tax, assessment, charge or claim, if GRANTEE is contesting the validity of such matters, in good faith, through appropriate proceedings, and GRANTEE sets aside on its books adequate reserves the payment of such claims.

5.4. Keep true and complete and accurate books of record and account in accordance with generally accepted accounting principles.

5.5. Until the expiration of six (6) years after the termination of this GRANT AGREEMENT, the GRANTEE, upon written request, shall make available to the AUTHORITY, Ramsey County, the State Auditor or the AUTHORITY's ultimate funding sources, a copy of the GRANT AGREEMENT and the books, documents, records and accounting procedures and practices of the GRANTEE relating to this GRANT AGREEMENT.

- 5.6. Obtain at its sole expense and provide to the AUTHORITY within six months after the close of its fiscal year a certified financial and compliance audit prepared by an independent auditor who meets the independence standards specified in the General Accounting Office's yellow book, "Government Auditing Standards". GRANTEE shall submit a copy of the annual financial audited statements, the management compliance letter, and the GRANTEE's response to the management letter to the AUTHORITY within six months of the end of the GRANTEE's fiscal year.
- 5.7. Conduct the same general type of business as it presently conducts; maintain its existence, and continue its compliance with all valid, applicable statutes, laws, rules and regulations.
- 5.8. In order to permit AUTHORITY to monitor compliance with this GRANT AGREEMENT, permit any person that the AUTHORITY designates, at AUTHORITY's expense, to visit and inspect the PROJECT, corporate books and financial records and documents of GRANTEE and to discuss their affairs, finances and accounts with the principal officers of GRANTEE, all at such reasonable times and as often as AUTHORITY may reasonably request during the term of this GRANT AGREEMENT and for a period of six years after the termination of this GRANT AGREEMENT.
- 5.9. In awarding contracts pursuant to this GRANT AGREEMENT, comply with all applicable requirements of local and state law for awarding contracts, including, but not limited to, procedures for competitive bidding, contractor's bonds, and retained percentages. Where federal standards differ from local or state standards, the stricter standards shall apply.
- 5.10. Comply with all federal, state and local laws prohibiting discrimination on the basis of age, sex, marital status, race, creed, color, national origin or the presence of any sensory, mental or physical handicap, or any other basis now or hereafter prohibited by law.
- 5.11. Include in all solicitations for work on the PROJECT, a statement that all qualified applicants will be considered for employment. The words "Equal Opportunity Employer" in advertisements shall constitute compliance with this section.
- 5.12. Not discriminate, or allow any contractor, subcontractor, union or vender engaged in any activity in connection with the PROJECT to discriminate against any employee or applicant for employment in connection with the PROJECT because of age, marital status, race, creed, color, national

origin, or the presence of any sensory, mental or physical handicap, except when there is a bona fide occupational limitation.

- 5.13. Construct the PROJECT to meet all applicable local codes, rehabilitation standards, ordinances and zoning ordinances.
- 5.14. Meet the historic preservation requirements of Public Law 89-665 and the Archeological and Historic Preservation Act of 1974, Pub. L. 93-291 and Executive Order 11593, including the procedures prescribed in the Regulations at 36 CFR Part 800.
- 5.15. Comply with the design requirements of the Architectural Barriers Act of 1968, 42 U.S.C. §4151 in construction of the Improvements and the Americans with Disabilities Act 42 U.S.C. § 12131.
- 5.16. Comply with the provisions of the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq., and the Federal Water Pollution Control Act, amended, 33 U.S.C. § 1251, et seq., and the regulations issued thereunder.
- 5.17. Comply with the HUD Lead-Based Paint Regulations, 24 CFR Part 35, issued pursuant to the Lead-Based Paint Poisoning Prevention Act, 42 U.S.C. § 4831 et seq., requiring prohibition of the use of lead-based paint; elimination of immediate lead-based paint hazards in residential structures; and notification of the hazards of lead-based paint poisoning to purchasers and tenants or residents of structures constructed prior to 1978.
- 5.18. Erect a sign to the AUTHORITY's specifications on the PROPERTY identifying the AUTHORITY's Environmental Response Fund Program as a source of funding for the PROJECT.
- 5.19. Comply with all applicable statutes, regulations, codes and ordinances regulating the use or storage of Hazardous Substances which GRANTEE stores on the PROPERTY.
- 5.20. Include in all news releases and public notices related to the PROJECT information identifying the AUTHORITY's Environmental Response Fund Program as a source of funds for the PROJECT.
- 5.21. Use the proceeds, which AUTHORITY is granting to GRANTEE solely for remediation activities at the Twin Lakes site in the City of Roseville.

6. **NEGATIVE COVENANTS** GRANTEE covenants and agrees that for as long as it is indebted to AUTHORITY, it will not:

- 6.1. Merge or consolidate with or into any other entity.
- 6.2. Default upon any contract or fail to pay any contract or fail to pay any of its debts or obligations as the same mature, subject to the applicable cure periods set forth in such a contract.
- 6.3. Generate, dispose of, use, store, treat or transport Hazardous Waste Substances on, in, over or across the PROPERTY or allow GRANTEE's tenants to do so; provided, however, that GRANTEE may treat or remediate Hazardous Substances pursuant to an MPCA approved Development Response Action Plan and GRANTEE and its tenants may use, store and transport Hazardous Substances on, over or across the PROPERTY as is reasonably necessary to the use of the PROPERTY as residential, commercial or office property provided such use, storage and transportation complies at all times with all applicable federal, state and local statutes, codes, regulations and ordinances.

7. **MISCELLANEOUS**

- 7.1. The GRANT AGREEMENT shall be prepared by or reviewed by AUTHORITY's legal counsel and all documents must be satisfactory to AUTHORITY in its sole discretion.
- 7.2. All representations and warranties contained herein or made in writing by or on behalf of GRANTEE in connection with the transactions contemplated hereby shall survive the execution and delivery of this GRANT AGREEMENT and the advances hereunder. All statements contained in any certificate or other instrument delivered by or on behalf of GRANTEE pursuant thereto or in connection with the transactions contemplated hereby shall constitute representations and warranties by GRANTEE.
- 7.3. This GRANT AGREEMENT shall be binding upon and inure to the benefit of the successors and assigns of the parties.
- 7.4. No amendment, change, waiver or modification of this GRANT AGREEMENT shall be valid unless it is in a written document which GRANTEE, and the AUTHORITY sign, and AUTHORITY's waiver of any breach or default of any of GRANTEE's obligations, agreements or covenants under the GRANT AGREEMENT shall not be deemed to be a waiver of any subsequent breach of the GRANT AGREEMENT, or any other obligation, agreement or covenant. AUTHORITY's forbearance in pursuing or enforcing a remedy for GRANTEE's breach of any of the obligations set forth in the GRANT AGREEMENT shall not be deemed a waiver of AUTHORITY's rights and remedies with respect to such breach.

- 7.5. This GRANT AGREEMENT may be executed simultaneously in two or more counterparts, each of which shall be an original, but all of which shall constitute one agreement.
- 7.6. This GRANT AGREEMENT shall be governed by, interpreted, and construed in accordance with the laws of the State of Minnesota.
- 7.7. This GRANT AGREEMENT supersedes and has merged into it all prior oral and written agreements between GRANTEE and AUTHORITY regarding the PROJECT.
- 7.8. Any notices required or contemplated hereunder shall be effective upon the placing thereof in the United States mails, certified mail, return receipt requested, postage prepaid, and addressed as follows:

If to GRANTEE:
CITY OF ROSEVILLE
2660 Civic Center Dr.
Roseville, MN 55113
Attn: Jamie Radel

If to AUTHORITY:
RAMSEY COUNTY HRA
250 Courthouse
15 West Kellogg Blvd.
St. Paul, MN 55102
Attn: Denise Beigbeder

- 7.9. This AGREEMENT shall be interpreted and construed according to the laws of the State of Minnesota. All litigation regarding this AGREEMENT shall be venued in the appropriate state or federal district court in Ramsey County, Minnesota.
- 7.10. The AUTHORITY's rights hereunder shall be fully assignable, but the GRANTEE's rights hereunder shall not be assignable without the written consent of the AUTHORITY which consent shall be in the AUTHORITY's sole discretion.
- 7.11. It is agreed that nothing contained in this AGREEMENT is intended or should be construed as creating the relationship of agents, partners, joint venturers, or associates between the parties hereto or as constituting the BORROWER as the employee of the AUTHORITY for any purpose or in any manner whatsoever. The BORROWER is an independent contractor and neither it, its employees, agents nor representatives are employees of the AUTHORITY.

- 7.12. Upon the expenditure of all funds covered by this GRANT AGREEMENT, GRANTEE shall submit a report to AUTHORITY on the progress of the work and a financial summary of all sources and uses of funds for the work. Prior to the date upon which the GRANTEE's transferee obtains a Certificate of Occupancy for all buildings constructed upon the PROPERTY ("COMPLETION"), GRANTEE shall provide quarterly progress reports detailing all activities undertaken to ameliorate contamination, prepare the PROPERTY for redevelopment, market the PROPERTY, and redevelop the PROPERTY. Upon COMPLETION, GRANTEE shall provide a final report addressing the outcomes, including but not limited to, the following criteria intended to maximize public investment:
- a) building coverage ratio;
 - b) a detailed list of all new jobs created including position description and annual wage and benefit package. Retained and/or relocated jobs should be listed separately and include the same information;
 - c) a detailed accounting of all expenses associated with acquisition, clean-up, redevelopment and marketing of the site;
 - d) a detailed description of GRANTEE's efforts made to ensure that buildings constructed at this site are energy efficient and high-performance.

**SIGNATURE PAGE TO
RAMSEY COUNTY ENVIRONMENTAL RESPONSE FUND GRANT AGREEMENT**

IN WITNESS WHEREOF, the parties hereto have caused this GRANT AGREEMENT to be executed the date and year first above written.

CITY OF ROSEVILLE,
a municipal corporation

By: _____

Its: _____

**SIGNATURE PAGE TO
RAMSEY COUNTY ENVIRONMENTAL RESPONSE FUND GRANT AGREEMENT**

IN WITNESS WHEREOF, the parties hereto have caused this GRANT AGREEMENT to be executed the date and year first above written.

**THE RAMSEY COUNTY HOUSING AND
REDEVELOPMENT AUTHORITY**

By:_____

Its: Ramsey County Manager

APPROVAL RECOMMENDED:

Community & Economic Development

APPROVED AS TO FORM AND
INSURANCE:

Harry D. McPeak
Assistant County Attorney

THIS AGREEMENT DRAFTED BY:
The Office of the Ramsey County Attorney
Saint Paul, Minnesota

EXHIBIT A

Property located in the City of Roseville, legally described as:

Legal to follow

Property is located in the northeast part of Twin Lakes project

– Twin Lakes Infrastructure – Phase 1 Project area

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 03/08/10

Item No.: 7.j

Department Approval



City Manager Approval



Item Description: Adopt a Resolution in Support of a Noise Wall Along Highway 36

BACKGROUND

At the January 25, 2010 meeting, the City Council received a petition from some of the residents in the neighborhood directly north of Highway 36 and west of Rice Street requesting that they reconsider their support for the construction of a noise wall on the north side of Highway 36 between Rice Street and Western Avenue. Specifically, they requested that the wall be eliminated between Marion Street and Western Avenue. The Council indicated support for elimination of the noise wall west of Marion Street after hearing from residents who had supported the petition at its February 8, 2010 meeting.

The Calibre Ridge Townhome ownership group requested Ramsey County and MnDot perform additional noise modeling to determine the lowest height noise wall that meets minimum noise reduction standards. The final modeling at the planned location indicates that a 12 foot high noise wall will meet minimum noise reduction standards. The Calibre Ridge ownership group is supportive of constructing a noise wall at the 12 foot nominal height as indicated to the City Council at your March 1, 2010 special meeting. MnDot requests the City Council adopt a resolution of support for the final height and location of the noise wall. We have attached a resolution of support for the Council's adoption. (Attachment A) We have also attached a drawing of the location of the modified wall. (Attachment B)

We have provided the location and height information to residents on Marion St. who requested it. Ramsey County and city staff are meeting with some of the residents on March 4th to discuss the design information for the final plan for the wall and drainage improvements.

POLICY OBJECTIVE

The City of Roseville participates in the planning of regional transportation projects to ensure local interests are addressed and that negative environmental impacts to the community are mitigated to the extent practicable.

FINANCIAL IMPACTS

The noise wall cost will be paid for by Ramsey County and MnDOT as a part of the overall project cost.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution in support of a 12 foot nominal height noise wall.

REQUESTED COUNCIL ACTION

Motion to adopt attached resolution in support of a 12 foot high noise wall as a part of the Rice St. interchange project.

Prepared by: Duane Schwartz, Public Works Director

Attachments: A. Resolution
B. Drawing

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota, was held in the City Hall in said City on Monday, March 8, 2010, at 6:00 o'clock p.m.

The following members were present: and and the following were absent:
Councilmember introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION IN SUPPORT OF A NOISE WALL TO BE CONSTRUCTED ON THE NORTH SIDE OF
HIGHWAY 36**

WHEREAS, pursuant to requirements established by Federal law, U.S. Department of Transportation regulations, Minnesota Pollution Control Agency, and MnDot noise analysis guidelines: and

WHEREAS, a noise analysis related to the construction of a new interchange at Rice St. and Highway 36 identifies a benefit to properties on the north side of Highway 36 from the construction of a noise wall: and

WHEREAS, the City Council has held a hearing to receive comment from benefitting properties: and

Whereas Mn/Dot and Ramsey County have proposed a 20' high noise wall: and

Whereas the City has received a petition and additional input from affected residents and property owners: and

Whereas a 12' high noise wall in front of Calibre Ridge Townhomes does meet the requirements for noise mitigation.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA, that the City Council supports the construction of a 12' high noise wall for the benefit of Calibre Ridge Townhomes and requests the deletion of the proposed noise wall west of Marion Street.

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

Whereupon said resolution was declared duly passed and adopted.

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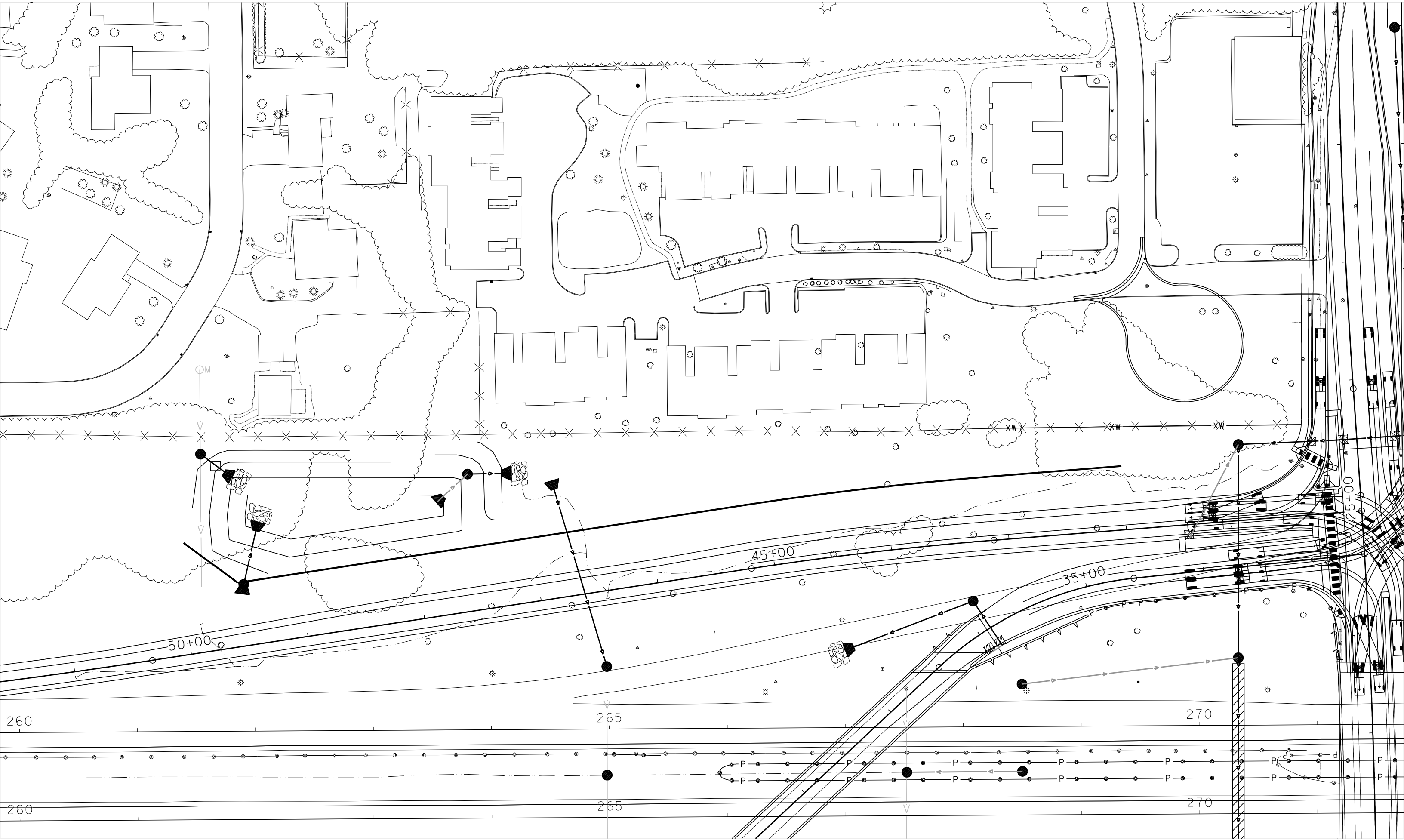
STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of said City held on the 8th day of March, 2010, with the original thereof on file in my office, and the same is a full, true and complete transcript.

Adopted by the Council this 8th day of March, 2010.

(SEAL)

City Manager



REQUEST FOR COUNCIL ACTION

Date: 3/08/10

Item No.: 10.a

Department Approval

City Manager Approval

Timothy O'Neill

W. J. Mahinen

Item Description: Request for Insurance Services Office (ISO) Evaluation

BACKGROUND

The Fire Suppression Rating Schedule (FSRS) through Insurance Service Office (ISO) measures firefighting capabilities of individual communities. The schedule measures the major elements of a community's fire-suppression and water supply systems. This develops a numerical grading called a Public Protection Classification (PPCTM) and scores communities 1-10, with 1 being the best.

Since our inception, the Roseville Fire Department has completed an evaluation process on average every 10 years, receiving a Class 3 rating in 2001 as our highest grade to date. The Fire Department would be due for an evaluation in 2011, however would like to request an early evaluation in an effort to improve our current Class 3 rating.

Therefore, the Fire Department seeks council approval to request an early ISO evaluation for Spring/Summer of 2010.

FINANCIAL IMPACTS

Financial impacts would be minimal, as the department is well positioned for an evaluation and may only need to make minimal equipment purchases.

STAFF RECOMMENDATION

Staff recommends council authorize the Fire Department to request the ISO evaluate the Fire Department during Spring/Summer of 2010.

REQUESTED COUNCIL ACTION

Authorize the Fire Department to request the ISO evaluation for 2010.

Prepared by: Timothy O'Neill, Acting Fire Chief



ISO

Roseville Fire Department

What is ISO?

The Fire Suppression Rating Schedule (FSRS) through ISO measures firefighting capabilities of individual communities. The schedule measures the major elements of a community's fire-suppression system and develops a numerical grading called a Public Protection Classification (PPCTM) and scores communities 1-10, with 1 being the best.

What is ISO Looking For?

Thorough analysis of 4
main areas

- Dispatch
- Operations
 - Staffing
 - Equipment
- Training
- Water Supply



Previous RFD Evaluations

- 1949----Class 10
- 1950----Class 9
- 1965----Class 7
- 1974----Class 6
- 1984----Class 4
- 1992----Class 3
- 2001----Class 3



How Has RFD Improved?

- Dispatch Improvement
 - Ramsey County Communications
- Operations
 - Staffing: Implementation of 24/7 Firefighter Staffing
 - Auto-Aid Agreement with Lake Johanna Fire Department
- Training
 - On-Shift Training and Multi-Company Drills
 - Significant Increase in Training Hours



The Evaluation Process

- Formal Letter and Review
 - Improvement Statements are Given
- Evaluation Process
 - At ISO Office and with the Fire Department
- Results
- RFD's Preparation and Confidence

Reclassification Opportunities

- The First ISO Class 2 Fire Department in Minnesota
- Fire Department Evaluation
 - Accreditation
 - ISO

Questions?



Request for Council Action

Date: 03/08/2010

Item Num : 12.a

Department Approval

A handwritten signature in black ink, appearing to be "Butler".

A handwritten signature in black ink, appearing to be "W. J. Mahinen".

Item Description: Presumptive Penalty Approval – Don Pablo’s Alcohol Compliance Failure.

Background

On April 9th, 2009, all businesses with a liquor license in the City of Roseville were mailed a letter from the Roseville Police Department announcing two alcohol compliance checks would be conducted before the end of the year. Also in the letter were materials for an optional manager server training program and a list of City of Roseville approved training programs. Proof of the completed training by all employees selling or serving alcohol had to be submitted to the Roseville Police Department by or on May 9, 2009.

Council Member Roe discussed concerns with a change in licensees on the Don Pablo’s application for 2008. This information has been reviewed by the City Attorney and it was determined that the license change was proper.

Compliance Failure

On December 28th, 2009, a Roseville Police Officer, along with an underage buyer, entered Don Pablo’s to conduct an alcohol compliance check. The underage buyer approached the cashier and ordered a bottle of Corona Light Beer. The cashier asked the underage buyer for ID and the underage buyer provided the cashier with her real MN Driver License with the words “Under 21” stamped on the license directly over the photo. The cashier took the license, looked at it, and gave it back to the underage purchaser. The cashier then sold the underage buyer a bottle of Corona Light. The cashier was cited for the violation and released. Don Pablo’s did not participate in an optional manager and server training program for 2009. This is Don Pablo’s second documented violation with the previous violation occurring in December of 2007.

Staff Recommendation

Issue and administer the presumptive penalty pursuant to City Code Section 302.15, for on-sale license holders who did not participate in optional manager and server training for a first violation, the mandatory minimum penalty shall be a five hundred dollar (\$500) fine and a one (1) day suspension.

Council Action Requested

Allow the Roseville Police Department to issue and administer the presumptive penalty as set forth in Section 302.15, of the Roseville City Code or other action as determined by the Roseville City Council.

Prepared by: Sgt. Josh Arneson

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

09034485

Date and Time of Report

12/29/2009 09:01:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4102 LIQUOR - SELLING

Primary Reporting Officer: Gehrman, Jason

Name of location/business:

Primary squad: 2599

Location of incident: 2700 LINCOLN DR

Secondary reporting officer:

ROSEVILLE, MN 55113

Approver: Marshall, Matthew

District: 2581

Date & time of occurrence: 12/28/2009 14:17:00 to

Site:

12/29/2009 14:27:00

Arrest made: Yes

Secondary offense:

Secondary MOC:

Police Officer Assaulted or Injured:

Police Officer Assisted Suicide:

Crime Scene Processed:

OFFENSE DETAILS**LIQUOR LAW-FURNISHING LIQUOR TO A MINOR**

Attempt Only:

Appears to be Gang Related:

ARRESTS**Cited**

Name: Weir-Moore, Sheila Mae

Booking date: 12/28/2009

Date & time of arrest: 12/28/2009 14:17

Booking time: 14:17

Arrest made on view:

Booking #:

Arrest made on warrant or previous CN:

Warrant number:

Originating agency:

Warrant type:

Charge/Citation/Bail Amount: Selling alcohol to a minor, admin citation#

NAMES**Arrestee**

Weir-Moore, Sheila Mae

KNOWN**Nicknames or Aliases**

Nick Name:

Alias:

AKA First Name:

AKA Last Name:

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

09034485

Date and Time of Report

12/29/2009 09:01:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4102 LIQUOR - SELLING

Details

Sex: Female Race: DOB: Resident Status:

Hispanic: Age: from to

Phones

Home: Cell: Contact:

Work: Fax: Pager:

Employment

Occupation: Employer: DON PABLOS

Identification

SSN: License or ID#: License State: MN

Physical Description

US: Metric:

Height: to Build: Hair Length: Hair Color:

Weight: to Skin: Facial Hair: Hair Type:

Teeth: Eye Color: Blood Type:

Offender Information

Arrested: Yes Pursuit engaged: Violated Restraining Order:

DUI: Resistance encountered:

Condition: Sober Taken to health care facility: Medical release obtained:

Other**Nicknames or Aliases**

Nick Name:

Alias:

AKA First Name: AKA Last Name:

Details

Sex: Female Race: DOB: Resident Status:

Hispanic: Age: from to

Phones

Home: 000-000-0000 Cell: Contact:

Work: Fax: Pager:

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

09034485

Date and Time of Report

12/29/2009 09:01:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4102 LIQUOR - SELLING

Employment

Occupation:

Employer:

Identification

SSN:

License or ID#:

License State: MN

SOLVABILITY FACTORS

Suspect can be Identified: Yes

By: Police

Photos Taken: Yes

Stolen Property Traceable:

Evidence Turned In: Yes

Property Turned In:

Related Incident:

Lab

Biological Analysis:

Fingerprints Taken:

Narcotic Analysis:

Items Fingerprinted:

Lab Comments:

Participants:

Person Type:

Name:

Address:

Phone:

Arrestee

Weir-Moore, Sheila Mae

Other

NARRATIVE

On 12/28/2009 , (DOB:) acted as my underage alcohol buyer. had previously viewed the underage buyer instructional video. was searched, and had only one valid ID. A digital photo was taken, copied to a CDR and placed in PL# 3.

At approximately 1417 hours, entered Don Pablo's Restaurant, took a seat and ordered a Corona Light Beer. Sheila Mae Weir-Moore () served the Corona Light failing to properly check ID. I approached Moore and informed her of the violation. She stated that she thought it said "1986" and apologized for making a mistake.

Moore was given admin citation# 20928 for underage sale (\$250.00). Don Pablo's management was informed they would be receiving follow up information in the mail.

The Corona Light bottle, a sample of it's contents and sales receipt were placed in PL# 3.

Nothing further

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

09034485

Date and Time of Report

12/29/2009 09:01:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4102 LIQUOR - SELLING

PUBLIC NARRATIVE

Alcohol compliance check.

SUPPLEMENTAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

09034485

Date and Time of Report

01/05/2010 07:25:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

Primary Reporting Officer: Arneson, Joshua

Name of location/business:

Primary squad:

Location of incident: 2700 LINCOLN DR

Secondary reporting officer:

ROSEVILLE, MN 55113

Approver:

District: 2581

Date & time of occurrence: 12/28/2009 14:17:00 to

Site:

12/29/2009 14:27:00

Arrest made:

Secondary offense:

Secondary MOC:

Police Officer Assaulted or Injured:

Police Officer Assisted Suicide:

Crime Scene Processed:

NARRATIVE

On 12-31-09, I mailed Don Pablo's a letter notifying them of their failure and that the City Council would meet on 02-08-10 to determine the penalty.

PUBLIC NARRATIVE

Employer



December 31, 2009

Don Pablo's
DF & R OPERATING CO. INC
Attn: General Manager
2700 Lincoln Dr
Roseville, MN 55113

Dear General Manager:

As you know, the City of Roseville has an ordinance prohibiting the sale of any alcoholic beverage to persons under the age of 21 years. A copy of the amended ordinance is enclosed for your review. Please note Section 302.15, of the local ordinance, where minimum penalties are stipulated.

On November 29, 2009, an employee of your establishment, Sheila Weir-Moore, sold an alcoholic beverage to a minor in violation of the attached ordinance. Our records indicate that your establishment did not participate in a city approved optional manager and server training program. City records also indicate your establishment one previous violations in the past thirty-six (36) months, in December of 2007. Therefore, pursuant to Section 302.15 of the Roseville City Code, the presumptive penalty for a second violation for on-sale license holders who did not participate in the optional manager and server training is a minimum penalty of a \$500.00 fine and a three (3) day suspension.

When a violation occurs, the police department provides information to the City Council, which either will assess the presumptive penalty set forth above or depart upward or downward based on extenuating or aggravating circumstances. The information set forth in this letter regarding the failed compliance check will be passed on to the City Council, as well as information regarding your participation in the optional manager and server training program, and the history of compliance checks at your establishment. The City Council will consider this information at its regular meeting on February 8th, 2010.

A representative of your establishment may appear at that time to offer any information that you deem relevant as to whether the Council should deviate from the presumptive penalties set forth in the Roseville City Code. If you fail to appear at that meeting, the City Council will act without any input from your establishment.



Finally, please be advised that if another violation should occur, further penalties will be invoked. If you have any questions, you can reach me at 651-792-7204.

Sincerely,

Sergeant Joshua Arneson

Enclosure

cc: Acting Chief Rick Mathwig
City Council
Bill Malinen, City Manager

CHAPTER 302

LIQUOR CONTROL

SECTION:

- 302.01: Adoption of State Law
- 302.02: License Required
- 302.03: Application
- 302.04: License Fees
- 302.05: Ineligibility
- 302.06: Delinquent Taxes and Charges
- 302.07: Granting of License
- 302.08: Conditions of License
- 302.09: Hours of Sale
- 302.10: Evacuation of On-sale Establishments
- 302.11: Sale Outside of Structure on Licensed Premises
- 302.12: On-sale of Intoxicating Malt Liquor
- 302.13: Off-sale License Regulations
- 302.14: Prohibited Conduct
- 302.15: Civil Penalty

302.01: ADOPTION OF STATE LAW:

Except where inconsistent with this Chapter, the provisions of Minnesota Statutes, chapter 340A, relating to the definition of terms, licensing, consumption, sales, conditions of bonds and licenses, hours of sales and all other matters pertaining to the retail sale, distribution and consumption of non-intoxicating malt liquor, wine and intoxicating liquor are adopted and made a part of this Chapter as if set out in full. (Ord. 972, 5-13-85)

302.02: LICENSE REQUIRED:

- A. General Requirement: No person, except a wholesaler or manufacturer to the extent authorized under State license, shall directly or indirectly deal in, sell or keep for sale in the City any non-intoxicating malt liquor or intoxicating liquor without a license to do so as provided in this Chapter.
- B. Types of Licenses:
 - 1. Intoxicating liquor licenses shall be of five kinds: On-sale, On-sale Wine, Club, Special Sunday and Off-sale.
 - 2. Non-intoxicating malt liquor licenses shall be of two kinds: On-sale and Off-sale.
- C. Expiration: All intoxicating liquor and non-intoxicating malt liquor licenses shall expire on December 31 of each year.
- D. On-sale Intoxicating Liquor Licenses: On-sale intoxicating liquor licenses shall be issued only to hotels and restaurants and shall permit On-sale of intoxicating liquor only, for consumption on the licensed premises only, in conjunction with the sale of food. For the purposes of this Chapter, the following definitions are adopted:
HOTEL: A hotel is any establishment having a resident proprietor or manager where,

in consideration of payment, food and lodging are regularly furnished to transients, which maintains for the use of its guests not less than 50 guest rooms with bedding and other usual, suitable and necessary furnishings in each room, which is provided at the main entrance with a suitable lobby, desk and office for the registration of its guests, which employs an adequate staff to provide suitable and usual service and which maintains, under the same management and control as the rest of the establishment and has, as an integral part of the establishment, a dining room of at least one thousand 1,800 square feet.

Such dining room shall have appropriate facilities for seating not less than one 100 guests at one time. Where the guest seating capacity is between 100 and 174, at least 50% of the gross sales of the restaurant portion of the establishment must be attributable to the service of meals. Where the seating capacity is 175 or more, at least 25% of the gross sales of the restaurant portion of the establishment must be attributable to the service of meals.

RESTAURANT: A restaurant is any establishment, other than a hotel, having appropriate facilities to serve meals, for seating not less than 100 guests at one time and where, in consideration of payment, meals are regularly served at tables to the general public and which employs an adequate staff for the usual and suitable service to its guests.

Where the seating capacity of the establishment is between 100 and 174, at least 50% of the gross sales of the establishment must be attributable to the service of meals.

Where the seating capacity is 175 or more, at least 25% of the gross sales of the establishment must be attributable to the service of meals.

- E. **On-sale Wine Licenses:** On-sale wine licenses shall be issued only to restaurants meeting the qualifications of Minnesota Statutes 340A.404, subdivision 5, and shall permit only the sale of wine not exceeding 14% alcohol by volume, for consumption on the licensed premises only, in conjunction with the sale of food. To qualify for a license under this subsection, a restaurant must have appropriate facilities for seating at least 25 guests at a time, regularly serve meals at tables to the public for a charge and employ an adequate staff. (Ord. 972, 5-13-85)
- F. **Club License:** Club licenses for the sale of intoxicating beverages to be consumed on the licensed premises may be issued to any clubs meeting the requirements of Minnesota Statute 340A.404, subdivision 1. (1995 Code)
- G. **Special License for Sunday Sales:** A special license authorizing sales on Sunday in conjunction with the serving of food may be issued to any hotel, restaurant or club which has an On-sale license. A special Sunday license is not needed for Sunday sales of wine license.
- H. **Off-sale Intoxicating Liquor Licenses:** Off-sale licenses for the sale of intoxicating liquor shall permit the licensee to sell intoxicating liquor in original packages for consumption off the premises only. Such licenses may be issued in accordance with the provisions of this Chapter.
- I. **On-sale Non-intoxicating Malt Liquor Licenses:** On-sale licenses shall permit the licensee to sell non-intoxicating malt liquor for consumption on the premises only.
- J. **Off-sale Non-intoxicating Malt Liquor Licenses:** Off-sale licenses shall permit the licensee to sell non-intoxicating malt liquor in original packages for consumption off the premises only. (Ord. 972, 5-13-1985)
- K. **Temporary On-sale Licenses:** Temporary On-sale licenses may be issued to a club or charitable, religious or nonprofit organization in existence for at least three years in connection with social events within the City, for up to three days in accordance with Minnesota Statutes section 340A.404, subdivision 10. (1995 Code)
- L. **Temporary On-sale License In Central Park:** Upon payment of the fee and submission of a completed application form, the City Manager is authorized to approve a temporary On-sale license for the sale and distribution of non-intoxicating malt liquor to a club, charitable, religious or other nonprofit organization in existence

at least three years, for such sale and distribution in Central Park only for a time not to exceed three consecutive days, provided the following conditions are met:

1. Insurance: Proof of liquor liability insurance in an amount equal to and in the form required by subsection 302.03C of this Chapter is filed with the application.
2. Security Plan: A security plan, approved by the Chief of Police, is filed along with the application.
3. Hours of Sale: In addition to the limitation on hours found elsewhere in this Code, the hours of sale shall be only during the time that Central Park is open to the public. Sales and distribution shall be located only in a shelter building or a temporary shelter, such as a tent, approved by the City Manager.

In the event the City Manager denies the application, for any reason, the applicant may appeal the decision of the City Manager to the City Council. (Ord. 1102, 9-23-1991)

- M. Intoxicating Liquors at The Roseville Skating Center Community Rooms:
Intoxicating liquor may be sold in the Roseville Skating Center Community Rooms only under the following conditions:
1. By the City-designated caterer for the Roseville Skating Center Community Rooms who shall hold retail On-sale intoxicating liquor license issued by the City or by an adjacent municipality.
 2. The caterer must be engaged to dispense intoxicating liquor at an event held by a person or organization permitted to use the Roseville Skating Center Community Rooms, and may dispense intoxicating liquor only to persons attending the event.
 3. The caterer delivers to the City a certificate of insurance providing "off premises" or "catered event" liquor liability coverage naming the City of Roseville, to the full extent of statutory coverage, as an additional named insured.
 4. All other rules and regulations established by the City relating to the sale or dispensing of intoxicating liquor in the Roseville Skating Center Community Rooms are complied with. (Ord. 1217, 12-14-1998)

302.03: APPLICATION:

- A. Requirements: The requirements set forth in this Section shall apply to applications for those licenses named in Section 302.02 of this Chapter.
- B. Form:
1. Information Required: Every application for a license under this Chapter shall state the name of applicant, applicant's age, presentations as to applicant's character, with such references as the City Council may require, applicant's citizenship, the type of license applied for, the business in connection with which the proposed license will operate and its location, whether the applicant is owner and operator of the business, how long applicant has been in that business at that place and such other information as the City Council may require from time to time.
 2. Verification: In addition to containing such information, the application shall be in the form prescribed by the State Liquor Control Director and shall be verified and filed with the City Manager. No person shall make a false statement in an application.
 3. Subsequent Data: From time to time, at the request of the City Manager, a licensee will provide data to the City concerning that portion of its revenue attributable to the sale of food and the sale of liquor and/or wine. (Ord. 972, 5-13-1985)
- C. Liability Insurance:
1. Policy Limits: Prior to the issuance or renewal of a license under this Chapter, the applicant shall file with the City Manager a certificate of insurance in a form to be provided by the City covering liquor liability, loss of means of support and pecuniary loss in the amount of (\$500,000.00 of coverage because of bodily injury to any one person in any one occurrence; \$1,000,000.00 because of bodily injury to two or more

persons in any one occurrence; \$100,000.00 because of injury to or destruction of property of others in any one occurrence; \$200,000.00 for loss of means of support or pecuniary loss to any one person in any one occurrence; and \$500,000.00 for loss of means of support or pecuniary loss for two or more persons in any one occurrence.

2. Annual Aggregate Limits: Annual aggregate limits as provided by Minnesota Statutes section 340A.409 shall not be less than \$1,000,000.00.

In the event such policy provides for (\$1,000,000.00 annual aggregate limits, said policy shall further require that in the event that the policy limits are reduced in any given year because of the \$1,000,000.00 annual aggregate policy limit, the insurance carrier shall provide the City with written notice of said reduction in policy limits within 30 days of said reduction becoming effective. (Ord. 1175, 10-28-1996)

3. Further Requirements: After the reduction becomes effective, the City Council may require the licensee to take further action with regard to liability insurance in order to protect citizens of the City during the period of the reduced aggregate policy limit.

4. Applicability: The requirements of this Section shall be applicable to new licenses issued after the effective date of this subsection and for renewals applied for after the effective date of this subsection. (Ord. 1046, 9-12-1988)

D. Approval of Insurance: Liability insurance policies shall be approved as to form by the City Attorney. Operation of a licensed business without having on file with the City, at all times, a certificate of insurance as required in subsection C of this Section is a cause for revocation of the license. All insurance policies shall state that the City will be given ten days' notice, in writing, of cancellation. (Ord. 972, 5-13-1985)

E. Insurance Not Required: Subsection C of this Section does not apply to licensees who by affidavit establish that they are not engaged in selling any intoxicating or non-intoxicating malt liquor in Central Park and that:

1. They are On-sale 3.2 percent malt liquor licensees with sales of less than \$10,000.00 of 3.2 percent malt liquor for the preceding year;

2. They are Off-sale 3.2 percent malt liquor licensees with sales of less than \$20,000.00 of 3.2 percent malt liquor for the preceding year;

3. They are holders of On-sale wine licenses with sales of less than \$10,000.00 for wine for the preceding year; or

4. They are holders of temporary wine licenses issued under law. (Ord. 1175, 10-28-1996)

302.04: LICENSE FEES:

A. Annually: Annual license fee shall be as established by the City Fee Schedule in Section 314.05. (Ord. 1379A, 11-17-2008)

B. Fee:

1. Payment: \$500.00 of the On-sale intoxicating liquor and wine licenses and the entire license fee for all other licenses shall be paid at the time of application. The remaining balance, if any, shall be paid prior to the time of issuance of the license.

2. Refund: All fees shall be paid into the General Fund of the City. Upon rejection of any application for a license or upon the withdrawal of the application before approval of the issuance by the City Council, the license fee shall be refunded to the applicant except where the rejection is for willful misstatement on the license application.

3. Proration: The fee for On-sale intoxicating liquor and On-sale wine licenses granted after the commencement of the license year shall be prorated on a monthly basis. The fee for On-sale non-intoxicating malt liquor licenses granted after the commencement of the license year shall be prorated on a quarterly basis.

4. Investigation: At the time of each original application for a license, except special

club, On-sale non-intoxicating malt liquor and Off-sale non-intoxicating malt liquor licenses, the applicant shall pay, in full, an investigation fee. The investigation fee shall be \$300.00. No investigation fee shall be refunded. (Ord. 972, 5-13-1985; amd. 1995 Code)

302.05: INELIGIBILITY:

No license shall be granted to any person made ineligible for such a license by state law¹. (Ord. 972, 5-13-1985)

302.06: DELINQUENT TAXES AND CHARGES:

No license shall be granted for operation on any premises on which taxes, assessments or other financial claims of the city are delinquent and unpaid. (Ord. 972, 5-13-1985)

302.07: GRANTING OF LICENSE:

- A. Investigation and Issuance: The City Council shall investigate all facts set out in the application. Opportunity shall be given to any person to be heard for or against the granting of the license. After the investigation and hearing, the City Council shall, in its discretion, grant or refuse the application. At least ten days published notice of the hearing shall be given, setting forth the name of the applicant and the address of the premises to be licensed.
- B. Person and Premises Licensed; Transfer: Each license shall be issued only to the applicant and for the premises described in the application. No license may be transferred to another person or place without City Council approval. Before a transfer is approved, the transferee shall comply with the requirements for a new application. Any transfer of 50% or more of the stock of a corporate licensee is deemed a transfer of the license and a transfer of stock without prior City Council approval is a ground for revocation of the license. (Ord. 972, 5-13-1985)

302.08: CONDITIONS OF LICENSE:

Every license is subject to the conditions in the following subsections and all other provisions of this chapter and any other applicable ordinance, state law or regulation:

- A. Licensee's Responsibility: Every licensee is responsible for the conduct of licensee's place of business and the conditions of sobriety and order in it. The act of any employee on the licensed premises, authorized to sell intoxicating liquor there, is deemed the act of the licensee as well and the licensee shall be liable to all penalties provided by this chapter and the law equally with the employee.
- B. Inspections: Every licensee shall allow any peace officer, health officer or properly designated officer or employee of the city to enter, inspect and search the premises of the licensee during business hours without a warrant.
- C. Optional Manager and Server Training: Proven participation in this program will reduce licensee holder penalties for failure of an alcohol sales compliance check. If this option is chosen, all licensees and their managers, and all employees or agents employed by the licensee that sell or serve alcohol, shall attend and satisfactorily complete a city approved or provided liquor licensee training program. The required training shall be completed:
 - 1. Prior to licensure or renewal for licensees and managers, or
 - 2. Prior to serving or selling for any employee or agent, and
 - 3. Every year thereafter unless probationary extension is granted for hardship

¹ M.S.A. §340A.402.

reasons. (Ord. 1243, 11-27-2000)

302.09: HOURS OF SALE:

The hours for the sale of intoxicating or non-intoxicating liquor for consumption on the premises shall be those allowed under Minnesota Statute §340A.504. (Ord. 1290, 8-11-2003)

302.10: EVACUATION OF ON-SALE ESTABLISHMENTS:

- A. Thirty Minute Restriction: All patrons of an on-sale establishment selling intoxicating liquor or non-intoxicating malt liquor must vacate the premises within 30 minutes of the termination of sales by Minnesota Statute §340A.504. Any patron who remains on the licensed premises or any licensee or licensee's employee who allows a patron to remain on the licensed premises beyond the 30 minute limit is in violation of this subsection. (Ord. 1056, 3-16-1989) (Ord. 1290, 8-11-2003)
- B. Extension of Restriction for Sale of Food: If an on-sale establishment remains open for the sale of food beyond the 30 minute evacuation limit, all intoxicating liquor and non-intoxicating malt liquor must be secured within the 30 minute limit in such a manner as to prevent consumption. Any patron who consumes intoxicating liquor or non-intoxicating malt liquor on the licensed premises or any licensee or employee of licensee who allows such consumption or allows intoxicating liquor or non-intoxicating malt liquor to remain unsecured on the licensed premises beyond the 30 minute limit is in violation of this subsection. (Ord. 1056, 3-16-1989)

302.11: SALE OUTSIDE OF STRUCTURE ON LICENSED PREMISES:

The sale of wine and intoxicating liquors, pursuant to any of the licenses issued in accordance with this chapter, shall be limited to sale and consumption inside of a structure on the licensed premises, unless the licensee applies for and receives permission from the City Council for sale and consumption outside of a structure on the licensed premises by an endorsement to the license. Issuance of an outside sale and consumption endorsement shall be accomplished as follows:

- A. Application: The licensee shall make written application using forms provided by the city and there shall be a nonrefundable application fee of twenty five dollars (\$25.00) at the time of making application.
- B. Notice: The owners of all property adjacent to the licensed premises will be given written notice of the fact that such an application has been made and of the date and time of the City Council meeting at which the application will be considered by the City Council.
- C. Endorsement: The City Council may, in its discretion, issue such an endorsement or refrain from issuing such an endorsement and may impose conditions to the endorsement such as, but not limited to, screening, time of day limitations and noise limitations. (Ord. 972, 5-13-1985)

302.12: ON-SALE OF INTOXICATING MALT LIQUOR:

The holder of an on-sale wine license who is also licensed to sell non-intoxicating malt liquor and whose gross receipts are at least 60% attributable to the sale of food may sell intoxicating malt liquor at on-sale without an additional license. (Ord. 1021, 9-28-1987)

302.13: OFF-SALE LICENSE REGULATIONS:

In addition to the other requirements of state law or this chapter, the following regulations are applicable to off-sale intoxicating liquor licenses:

- A. Number of Licenses: The number of licenses which may be issued is ten.
- B. Use of License: If a license is not used within one year, the license shall automatically terminate.
- C. Size of Premises: A licensed premises shall have at least 1,600 square feet of sales floor space including sales coolers and excluding walk-in storage coolers.
- D. Considerations: In addition to the other requirements of this chapter and applicable state law in determining whether or not to issue an off-sale license for a particular premises, the City Council shall consider all relevant factors relating to the health, safety and welfare of the citizens of the city such as, but not limited to, effect on market value of neighboring properties, proximity to churches and schools and effect on traffic and parking.
- E. Delivery of Alcoholic Beverages; Identification Required: A person authorized to serve, sell, or deliver alcoholic beverages must determine through legitimate proof of identification that all deliveries of wine, beer, and alcoholic beverages are accepted only by eligible persons who are 21 years of age or older.
- F. Delivery Records: Upon any delivery of alcoholic beverages off the licensed premises, the seller, purchaser, and delivery recipient (if other than the purchaser) must sign an itemized purchase invoice. The invoice shall detail the time, date, and place of delivery. The licensee must retain the delivery records for a period of one year. The records shall be open to inspection by any police officer or other designated officer or employee of the city at any time. (Ord. 1243, 11-27-2000)

302.14: PROHIBITED CONDUCT:

- A. Policy: Certain acts or conduct on premises licensed pursuant to this chapter or licensed pursuant to Minnesota statutes, chapter 340A, are deemed contrary to public welfare and are prohibited and no license issued pursuant to this chapter or licensed pursuant to Minnesota statutes, chapter 340A, may be held or maintained where such acts or conduct is permitted. (Ord. 808, 11-21-1977)
- B. Prohibited Conduct: The prohibited acts or conduct referred to in subsection A of this section are:
 - 1. The employing or use of any person in the sale or service of beverages in or upon the licensed premises where such person is unclothed or in such attire, costume or clothing as to expose to view any portion of the female breast below the top of the areola or any portion of the pubic hair, anus, cleft of the buttocks, vulva or genitals.
 - 2. The employing or use of the services of any host or hostess while such host or hostess is unclothed or in such attire, costume or clothing as described in subsection B1 of this section.
 - 3. The encouraging or permitting of any person on the licensed premises to touch, caress or fondle the breasts, buttocks, anus or genitals of any other person.
 - 4. The permitting of any employee or person to wear or use any device or covering exposed to view which simulates the breast, genitals, anus, pubic hair or any portion thereof.
 - 5. The permitting of any person to perform acts of or acts which simulate:
 - a. With or upon another person, sexual intercourse, sodomy, oral copulation, flagellation or any sexual acts which are prohibited by law.
 - b. Masturbation or bestiality.
 - c. With or upon another person the touching, caressing or fondling of the buttocks, anus, genitals or female breast.
 - d. The displaying of the pubic hair, anus, vulva, genitals or female breasts below the top of the areola.
 - 6. The permitting of any person to use artificial devices or inanimate objects to depict any of the prohibited activities described in subsections B5a through B5d of this section.

7. The permitting of any person to remain in or upon the licensed premises who exposes to public view any portion of his or her genitals or anus.
8. The permitting or showing of film, still pictures, electronic reproductions or other reproductions depicting:
 - a. Acts or simulated acts of sexual intercourse, masturbation, sodomy, bestiality, oral copulation, flagellation or any sexual acts which are prohibited by law.
 - b. Any person being touched, caressed or fondled on the breast, buttocks, anus or genitals.
 - c. Scenes wherein a person displays the vulva, or the anus or the genitals.
 - d. Scenes wherein artificial devices or inanimate objects are employed to depict, or drawings are employed to portray, any of the activities described in subsections B1 through B7 of this section.
- C. Revocation of License: Any license issued pursuant to this chapter, licensed pursuant to Minnesota statutes, chapter 340A, shall be revoked if any of the acts of conduct described in this section occur on the licensed premises. (Ord. 808, 11-21-1977; amd. 1995 Code)

302.15: CIVIL PENALTY:

- A. Penalty For Noncompliance: In addition to any criminal penalties which may be imposed by a court of law, the City Council may suspend a license for up to 60 days, may revoke a license and/or may impose a civil fine on a licensee not to exceed \$2,000.00 for each violation on a finding that the license holder or its employee has failed to comply with a statute, rule or ordinance relating to alcoholic beverages, non-intoxicating malt liquor or wine.
- B. Minimum Penalty: The purpose of this section is to establish a standard by which the City Council determines the civil fine, the length of license suspensions and the propriety of revocations, and shall apply to all premises licensed under this chapter. These penalties are presumed to be appropriate for every case; however, the council may deviate in an individual case where the council finds that there exist certain extenuating or aggravating circumstances, making it more appropriate to deviate, such as, but not limited to, a licensee's efforts in combination with the state or city to prevent the sale of alcohol to minors or, in the converse, when a licensee has a history of repeated violations of state or local liquor laws. When deviating from these standards, the council will provide written findings that support the penalty selected. When a violation occurs, the staff shall provide information to the City Council to either assess the presumptive penalty or depart upward or downward based on extenuating or aggravating circumstances. The staff shall notify the licensee of the information being considered and acted upon by the City Council.

The following violations are presumed to require revocation of the license on the first violation:

- Commission of a felony related to the licensed activity.
- Sale of alcoholic beverages while license is under suspension.
- Sale of intoxicating liquor where only license is for 3.2 percent malt liquor.

Other violations, including the following shall have a presumed penalty as indicated below:

- Sale of alcoholic beverages to underage persons.
- Sale of alcoholic beverages to obviously intoxicated person.
- After hours sale/display/consumption of alcoholic beverage.
- Illegal gambling on premises.
- Failure to take reasonable steps to stop person from leaving premises with alcoholic beverages (on-sale allowing off-sale).

1. For on-sale license holders who participate in optional manager and server training and prove the person who sold or served alcohol had received city approved alcohol beverage server training within the previous year:
 - a. For a first violation, the license holder will be given a warning letter.
 - b. For a second violation in 36 months, the mandatory minimum penalty shall be a \$500.00 fine and a one day suspension.
 - c. For a third violation in 36 months, the mandatory minimum penalty shall be a \$500.00 fine and a three day suspension.
 - d. For a fourth violation in 36 months, the mandatory minimum penalty shall be a \$1,000.00 fine and a five day suspension.
 - e. For a fifth violation in 36 months, the license shall be revoked, or in alternative, the license shall not be renewed.
 2. For on-sale license holders who do not participate in optional manager and server training:
 - a. For a first violation, the mandatory minimum penalty shall be a \$500.00 fine and a one day suspension.
 - b. For a second violation in thirty-six (36 months, the mandatory minimum penalty shall be a (\$500.00 fine and a three day suspension.
 - c. For a third violation in 36 months, the mandatory minimum penalty shall be a \$1,000.00 fine and a five day suspension.
 - d. For a fourth violation in 36 months, the license shall be revoked, or in alternative, the license shall not be renewed.
 3. For off-sale license holders who participate in optional manager and server training and prove the person who sold or served alcohol had received city approved alcohol beverage server training within the previous year:
 - a. For a first violation, the license holder will be given a warning letter.
 - b. For a second violation in 36 months, the mandatory minimum penalty shall be a \$500.00 fine.
 - c. For a third violation in 36 months, the mandatory minimum penalty shall be a \$500.00 fine and a three day suspension.
 - d. For a fourth violation in 36 months, the mandatory minimum penalty shall be a one thousand dollar (\$1,000.00 fine and a five day suspension.
 - e. For a fifth violation in 36 months, the license shall be revoked, or in alternative, the license shall not be renewed.
 4. For off-sale license holders who do not participate in optional manager and server training:
 - a. For a first violation, the mandatory minimum penalty shall be a \$500.00 fine.
 - b. For a second violation in 36 months, the mandatory minimum penalty shall be a \$500.00 fine and a three day suspension.
 - c. For a third violation in 36 months, the mandatory minimum penalty shall be a \$1,000.00) fine and a five day suspension.
 - d. For a fourth violation in 36 months, the license shall be revoked, or in alternative, the license shall not be renewed. (Ord. 1280, 03-31-03)
- C. Hearing and Notice: If, after considering the staff's information, the City Council proposes to suspend or revoke a license, the licensee shall be provided written notice of the City Council's proposed action and shall be given the opportunity to request a hearing on the proposed penalty by providing the City a written notice requesting a hearing within ten days of the mailing of the notice of the City Council's proposed action. The notice of the proposed action of the City Council shall state the nature of the charges against the licensee and the action the City Council proposes to take, shall inform the licensee of the right to request a hearing prior to the action being final, and shall inform the licensee of the date the City Council's proposed action will be considered a final decision if a hearing is not requested. Any hearing, if

requested, will be conducted in accordance with Minnesota statutes section 340A.415 and sections 14.57 to 14.69 of the Administrative Procedures Act (“APA”). If a hearing is requested, the licensee shall be provided a hearing notice at least ten days prior to the hearing, which shall state the date, time and place of the hearing and the issues involved in the hearing. An independent hearing officer shall be selected by the City Council to conduct the hearing and shall make a report and recommendation to the City Council pursuant to the provisions of the APA. The City Council shall consider the independent hearing examiner’s recommendation and issue its final decision on the suspension or revocation. (Ord. 1243, 11-27-2000; Ord. 1280, 3-31-03) (Ord, 1336, 5-08-2006)

Don Pablos

facsimile transmittal

To: Sgt. Joshua Arneson

Fax: 651-792-7200

Roseville Police

From: Meschele Clark

Date: 1/19/2010

Re: Sale To Minor Violation

Pages: 3

CC:

☒ Urgent

☐ For Review

☐ Please Comment

☐ Please Reply

☐ Please
Recycle

URGENT – PLEASE REVIEW IMMEDIATELY

RITA

706-342-4552

800-765-7894

150 Hancock St.
Madison, GA 30650

Restaurant Corp.

January 19, 2010

Sergeant Joshua Arneson
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Don Pablo's – Sale to a Minor Violation

Dear Sergeant Arneson:

I am in receipt of your letter dated December 31, 2009 concerning the sale to a minor violation that occurred at our Don Pablo's located at 2700 Lincoln Drive in Roseville Minnesota.

Your records show that this is our second violation within the past thirty-six (36) months with the first one occurring December of 2007. Our company, Don Pablo's Operating, LLC who is the current licensee did not own this location in December of 2007. Our ownership was not effective until February 27, 2008 and all permits were transferred accordingly. The ownership history for this location is set forth below:

Previous Structure

Prior to February 27, 2008, Don Pablo's Operating Corp. (EIN 75-2594685) was the owner/licensee

Current Structure

Effective February 27, 2008, Don Pablo's Operating, LLC (EIN 61-1551986) became owner/licensee

We believe that the violation that occurred on November 29, 2009 should be considered the first violation under the current owner/licensee. Also, we were not aware of our option to participate in a city approved server and training program. We would have made it mandatory that our team to attend.

At Don Pablo's we hold the responsible sale and service of alcohol in the highest regard. We truly understand the importance of complying with regulations concerning the privilege to sale alcohol in our establishment. It is the stated policy of Don Pablo's to never serve a minor and to card anyone that looks under the age of thirty years of age. Furthermore, it is our stated policy that we never serve alcohol to any person without proper identification. We have taken disciplinary measures and have reviewed our policies with our employees in an effort to avoid this occurrence in the future.



Page 2
City of Roseville
January 19, 2010

I would appreciate if you would contact me at 706-343-2405 or MClark@dp-h.com to discuss this matter further prior to the hearing scheduled on February 8, 2009.

Best regards,



Meschele Clark
Director of Legal Affairs

cc: Acting Chief Rick Mathwig
City Council
Bill Malinen, City Manager

MEMORANDUM



DATE: January 21, 2010
TO: Acting Chief Mathwig
FROM: Sergeant Arneson
SUBJECT: Don Pablos Violation of 12/28/2009

After careful review, it is the opinion of the Police Department to continue with the proposed penalty to Don Pablos. Attached is documentation that will be forwarded to the City Manager's office for inclusion in the packets for the January 25, 2010 Council meeting.

I will also be forwarding this information to the City Attorney for their review.

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

07037357

Date and Time of Report

12/15/2007 21:18:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4113 LIQUOR-MS-MINOR PURCHASE OR ATTEMPT TO PURCHASE

Primary Reporting Officer: Jennings, Brooke

Name of location/business:

Primary squad: 2599

Location of incident: 2700 LINCOLN DR

Secondary reporting officer:

ROSEVILLE, MN 55113

Approver: Williams, Scott

District: 2581

Date & time of occurrence: 12/14/2007 13:00:00 to

Site:

12/14/2007 20:00:00

Arrest made: Yes

Secondary offense:

Secondary MOC:

Police Officer Assaulted or Injured:

Police Officer Assisted Suicide:

Crime Scene Processed:

OFFENSE DETAILS**LIQUOR LAW-FURNISHING LIQUOR TO A MINOR**

Attempt Only:

Appears to be Gang Related:

Crime Scene**Method & Point of Entry**

Type: Office/commercial

Force used:

Hid Inside:

Description: Restaurant

Point of entry:

Method:

ARRESTS**Cited**

Name: Springer, Jill Agnus

Booking date: 12/14/2007

Date & time of arrest: 12/14/2007 16:00

Booking time: 16:00

Arrest made on view:

Booking #:

Arrest made on warrant or previous CN:

Warrant number:

Originating agency: RPD

Warrant type:

Charge/Citation/Bail Amount: Admin Citation #17958, \$250 fine

NAMES**Arrestee**

Springer, Jill Agnus

KNOWN

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

Date and Time of Report

07037357

12/15/2007 21:18:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4113 LIQUOR-MS-MINOR PURCHASE OR ATTEMPT TO PURCHASE

Nicknames or Aliases

Nick Name:

Alias:

AKA First Name:

AKA Last Name:

Details

Sex: Female

Race: |

DOB: |

Resident Status:

Hispanic:

Age: |

from

to

Phones

Home:

Cell:

Contact: |

Work: 651-639-3916

Fax:

Pager:

Employment

Occupation:

Employer:

Identification

SSN:

License or ID#: W023294493305

License State: MN

Physical Description

US:

Metric:

Height: to

Build:

Hair Length:

Hair Color:

Weight: to

Skin:

Facial Hair:

Hair Type:

Teeth:

Eye Color:

Blood Type:

Offender Information

Arrested: Yes

Pursuit engaged:

Violated Restraining Order:

DUI:

Resistance encountered:

Condition:

Taken to health care facility:

Medical release obtained:

Other

Nicknames or Aliases

Nick Name:

Alias:

AKA First Name:

AKA Last Name:

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

07037357

Date and Time of Report

12/15/2007 21:18:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4113 LIQUOR-MS-MINOR PURCHASE OR ATTEMPT TO PURCHASE

Details

Sex: Male Race: DOB: Resident Status:
Hispanic: Age: 18 from to

Phones

Home: Cell: Contact:
Work: Fax: Pager:

Employment

Occupation: STUDENT Employer:

Identification

SSN: License or ID#: N904195907813 License State: MN

Other

Elicerio, Kim Marie
2700 LINCOLN DR
ROSEVILLE, MN 55113

Nicknames or Aliases

Nick Name:

Alias:

AKA First Name:

AKA Last Name:

Details

Sex: Female Race: DOB: Resident Status:
Hispanic: Age: from to

Phones

Home: Cell: Contact:
Work: 651-639-3916 Fax: Pager:

Employment

Occupation: MANAGER Employer:

Identification

SSN: License or ID#: License State:

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

Date and Time of Report

07037357

12/15/2007 21:18:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4113 LIQUOR-MS-MINOR PURCHASE OR ATTEMPT TO PURCHASE

SOLVABILITY FACTORS

Suspect can be Identified: Yes

By: Police

Photos Taken:

Stolen Property Traceable:

Evidence Turned In:

Property Turned In:

Related Incident:

Lab

Biological Analysis:

Fingerprints Taken:

Narcotic Analysis:

Items Fingerprinted:

Lab Comments:

Participants:

Person Type:	Name:	Address:	Phone:
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Arrestee	Springer, Jill Agnus		
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Other

Other	Elicerio, Kim Marie	2700 LINCOLN DR ROSEVILLE, MN 55113	
-------	---------------------	--	--

NARRATIVE

On 12/14/2007 at approx 1600hrs, while performing alcohol compliance checks, the bartender at Don Pablo's served to my underage buyer.

(09/18/1989) was the underage buyer. I searched confirming he had only one valid MN DL. A digital photo was taken to document the clothing and identity of the underage buyer. watched the RPD Underage Buyer Educational Video prior to performing the buys. A CDR of the digital photo was placed into PL#9.

At approx 1600hrs, entered Don Pablo's, he walked upstairs and sat at the bar. I waited in the car due to a low number patrons at the restaurant. The following is a brief synopsis of underage purchase at Don Pablo's. The bartender later identified as Jill Agnus Springer approached and asked for his order. ordered a bottle of Miller Lite Beer. Springer did not ask for ID, or ask his age. Springer opened a bottle of Miller Lite, and gave it to.

placed his coat on the bar stool, came to the main entrance, and motioned me to come in. informed me the Springer had sold an alcoholic beverage to him. We re entered the restaurant, and informed me who sold the alcoholic beverage to him. I approached Springer and informed her she had failed the alcohol compliance check. I also informed Don Pablo's manager Kim Marie Elicerio, of the failure. Please note Springer started a "tab" for, so no buy money was exchanged.

ORIGINAL OFFENSE / INCIDENT REPORT

Complaint Number

Reference CN

Date and Time of Report

07037357

12/15/2007 21:18:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

M4113 LIQUOR-MS-MINOR PURCHASE OR ATTEMPT TO PURCHASE

Springer was given Administrative Citation #17958 for underage sale, with a fine of \$250.00. Elicerio was told she would be receiving a follow up letter from us in the mail.

The Miller Lite Bottle/contents and a receipt of the sale was placed into PL#9.

Nothing Further.

PUBLIC NARRATIVE

Alcohol Compliance Check, Fail.

SUPPLEMENTAL OFFENSE / INCIDENT REPORT

Complaint Number Reference CN

07037357

Date and Time of Report

02/11/2008 12:25:00

Primary offense:

LIQUOR LAW-FURNISHING LIQUOR TO A MINOR

Primary MOC:

Primary Reporting Officer: Marshall, Matthew

Name of location/business:

Primary squad:

Location of incident: 2700 LINCOLN DR

Secondary reporting officer:

ROSEVILLE, MN 55113

Approver:

District: 2581

Date & time of occurrence: 12/14/2007 13:00:00 to

Site:

12/14/2007 20:00:00

Arrest made:

Secondary offense:

Secondary MOC:

Police Officer Assaulted or Injured:

Police Officer Assisted Suicide:

Crime Scene Processed:

NARRATIVE

On 01/29/2008, the Roseville City Council meet to hear the facts of the case and after hearing all the evidence presented proposed to impose the presumptive penalty for a first offense for an establishment that does not participate in Roseville's optional manager and server training program of a one day suspension and a \$500.00 fine. The Police Chief has determined the suspension of Don Pablo's liquor license shall occur on Friday February 29, 2008. City of Roseville Administrative Offense Citation #17079, along with a letter of Council's action and appeal process was mailed to Don Pablo's.

PUBLIC NARRATIVE

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3-8-10
Item No.: 12.b

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2903 Fairview Avenue.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owners are James and Jean Brisbois who live at the property.
- Current violations include:
 - House has sections without siding materials attached. (Violation of City Code Section 407.02.J & K and 906.05.C).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Purchasing and installing siding materials.
 - o Approximately - \$3,000.00

Total: Approximately - \$3,000.00

28 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
29 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
30 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
31 reported to Council following the abatement.

32 **STAFF RECOMMENDATION**

33 Staff recommends that the Council direct Community Development staff to abate the above referenced
34 public nuisance violations at 2903 Fairview Avenue.

35 **REQUESTED COUNCIL ACTION**

36 Direct Community Development staff to abate public nuisance violations at 2903 Fairview Avenue by
37 hiring general contractors to install siding materials.

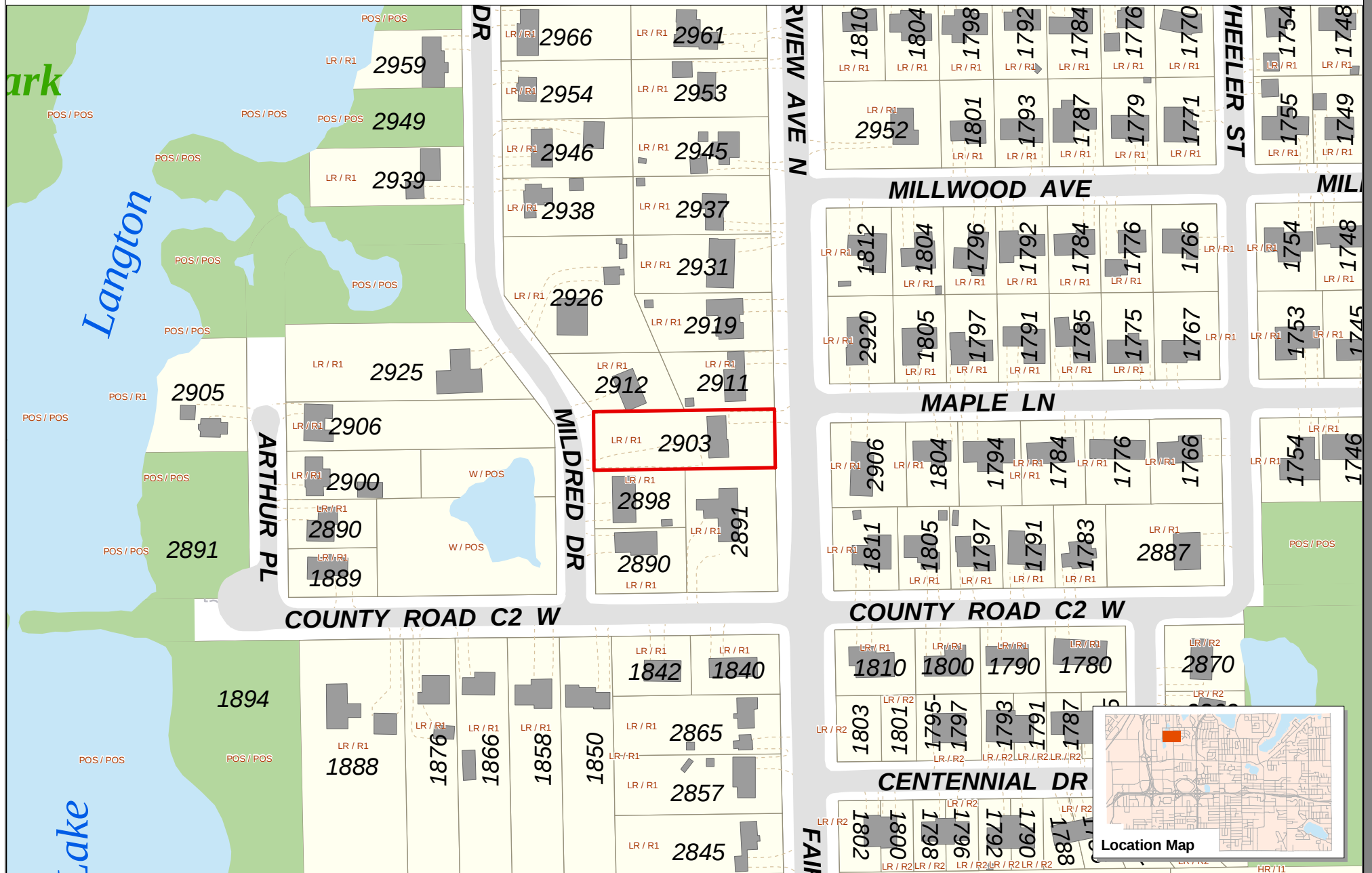
38 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
39 is to recover costs as specified in Section 407.07B.

40

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2903 Fairview Avenue

2903 Fairview Ave N



Prepared by:
Community Development Department
Printed: February 10, 2010



Site Location

LR / R1 Comp Plan / Zoning Designations

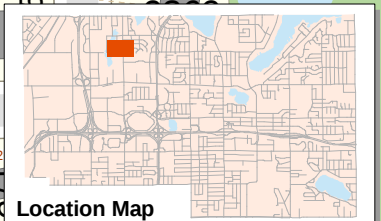
Data Sources

* Ramsey County GIS Base Map (1/4/2010)

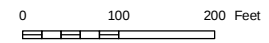
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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 exact measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7005. The preceding disclaimer is provided pursuant to Minnesota Statutes, Chapter 13B, Subd. 21 (2000), and the user of this map understands that not all claims 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.



Location Map



mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3-8-10
Item No.: 12.c

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2931 Fairview Avenue**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is Jerry Mattson who lives at the property.
- Current violations include:
 - 1987 garage addition is without siding or paint, exterior is rotting. (Violation of City Code Section 407.02.J & K and 906.05.C).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repair rot, purchase and install siding, paint bare sections (on garage addition).
 - o Approximately - \$10,000.00

Total: Approximately - \$10,000.00

28 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
29 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
30 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
31 reported to Council following the abatement.

32 **STAFF RECOMMENDATION**

33 Staff recommends that the Council direct Community Development staff to abate the above referenced
34 public nuisance violations at 2931 Fairview Avenue.

35 **REQUESTED COUNCIL ACTION**

36 Direct Community Development staff to abate public nuisance violations at 2931 Fairview Avenue by
37 hiring general contractors to repair rot, purchase and install siding, and paint bare sections on the
38 garage addition.

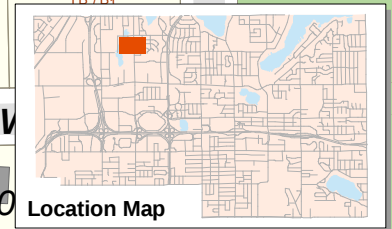
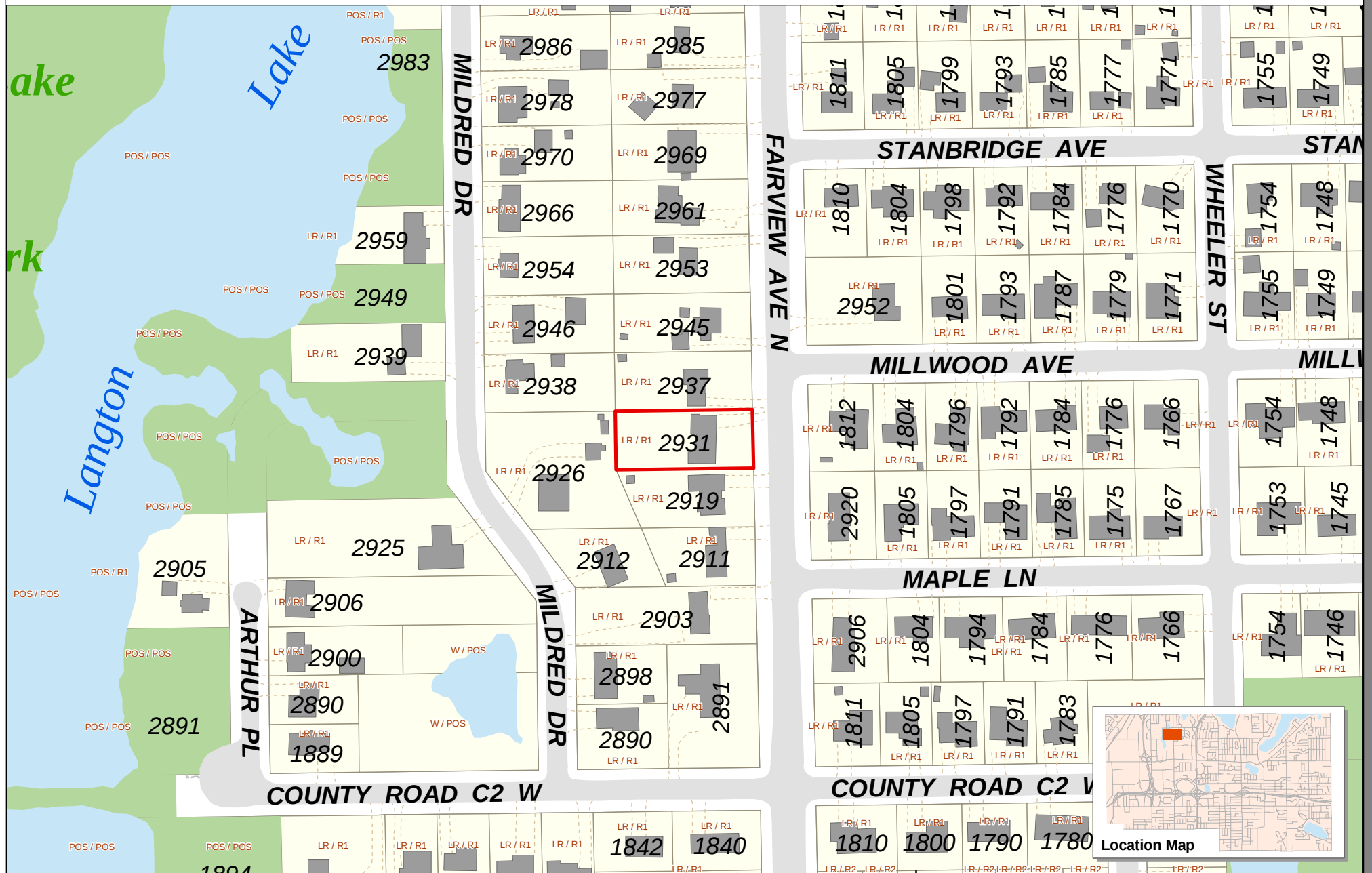
39 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
40 is to recover costs as specified in Section 407.07B.

41

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2931 Fairview

2931 Fairview Ave N



Prepared by:
Community Development Department
Printed: February 10, 2010

Site Location

LR / R1 Comp Plan / Zoning Designations

Data Sources

* Ramsey County GIS Base Map (1/4/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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0 100 200 Feet

mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3-8-10
Item No.: 12.d

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2985 Fairview Avenue**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is Harold Freeberg who lives at the property.
- Current violations include:
 - Exterior of house needs painting (Violation of City Code Section 906.05.C).
 - Paint on exterior of home failing and peeling (Violation of City Code Section 407.02.J & K and 906.05.C).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repainting sections of home with failing paint.
 - o Approximately - \$3,500.00

Total: Approximately - \$3,500.00

29

30 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
31 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
32 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
33 reported to Council following the abatement.

34 **STAFF RECOMMENDATION**

35 Staff recommends that the Council direct Community Development staff to abate the above referenced
36 public nuisance violations at 2985 Fairview Avenue.

37 **REQUESTED COUNCIL ACTION**

38 Direct Community Development staff to abate public nuisance violations at 2985 Fairview Avenue by
39 hiring general contractors to repaint sections of the house.

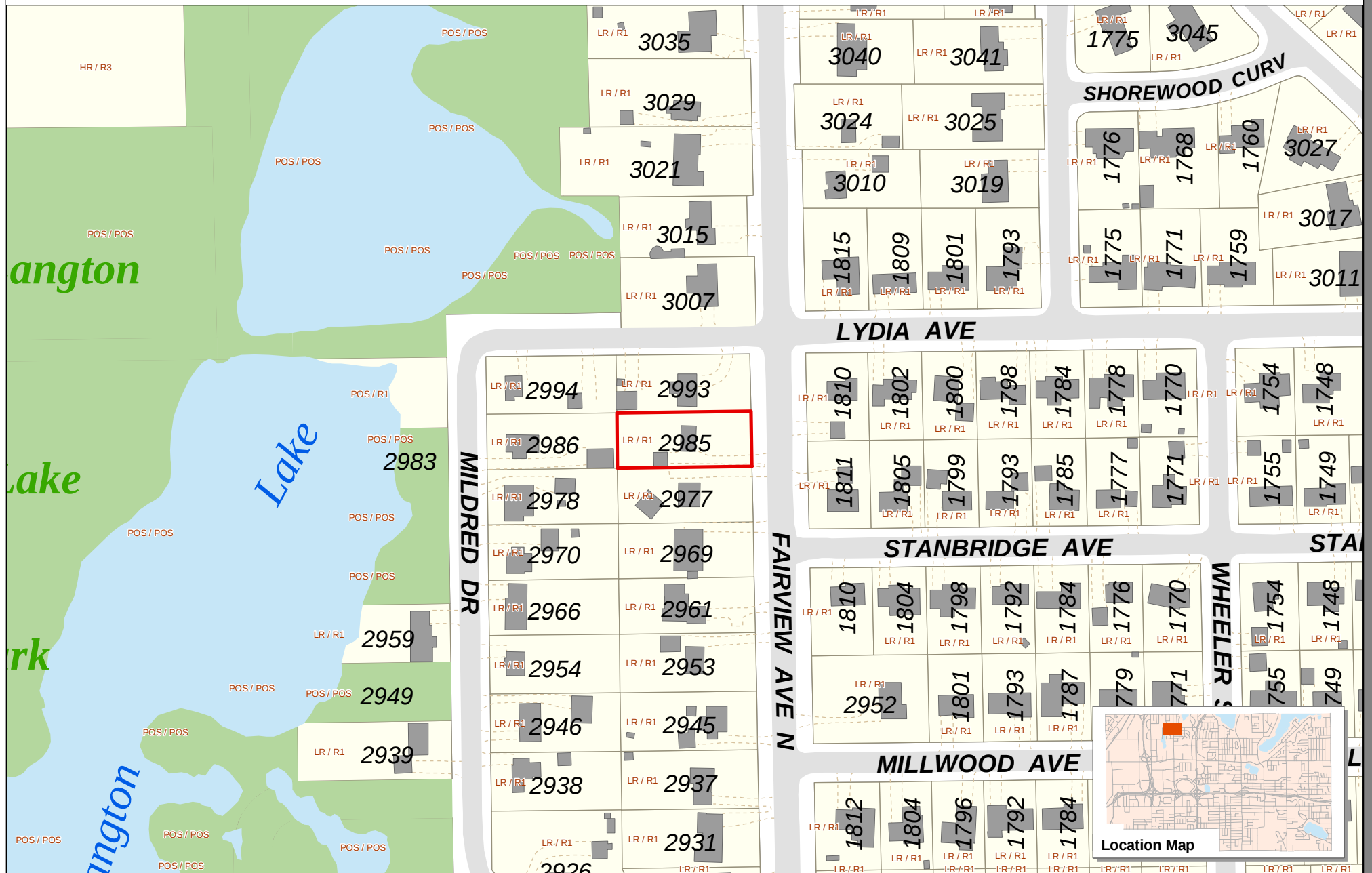
40 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
41 is to recover costs as specified in Section 407.07B.

42

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2985 Fairview

2985 Fairview Ave N



Prepared by:
Community Development Department
Printed: February 10, 2010

Site Location

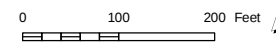
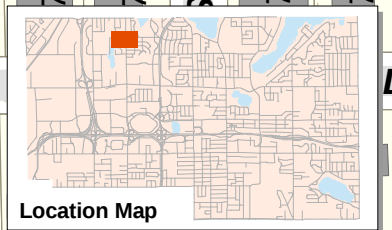
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (1/4/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3-8-10
Item No.: 12.e

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2904 Pascal Street N.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is James Larson who lives at the property.
- Current violations include:
 - Paint failing and peeling with numerous sections of rot visible (Violation of City Code Section 407.02.J & K and 906.05.C).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repair and paint siding, trim, soffit and fascia on sections of house in violation.
 - o Approximately - \$5,000.00

Total: Approximately - \$5,000.00

28 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
29 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
30 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
31 reported to Council following the abatement.

32 **STAFF RECOMMENDATION**

33 Staff recommends that the Council direct Community Development staff to abate the above referenced
34 public nuisance violations at 2904 Pascal Street N.

35 **REQUESTED COUNCIL ACTION**

36 Direct Community Development staff to abate public nuisance violations at 2904 Pascal Street N. by
37 hiring general contractors to repair and paint siding, trim, soffit, and fascia on sections of house in
38 violation.

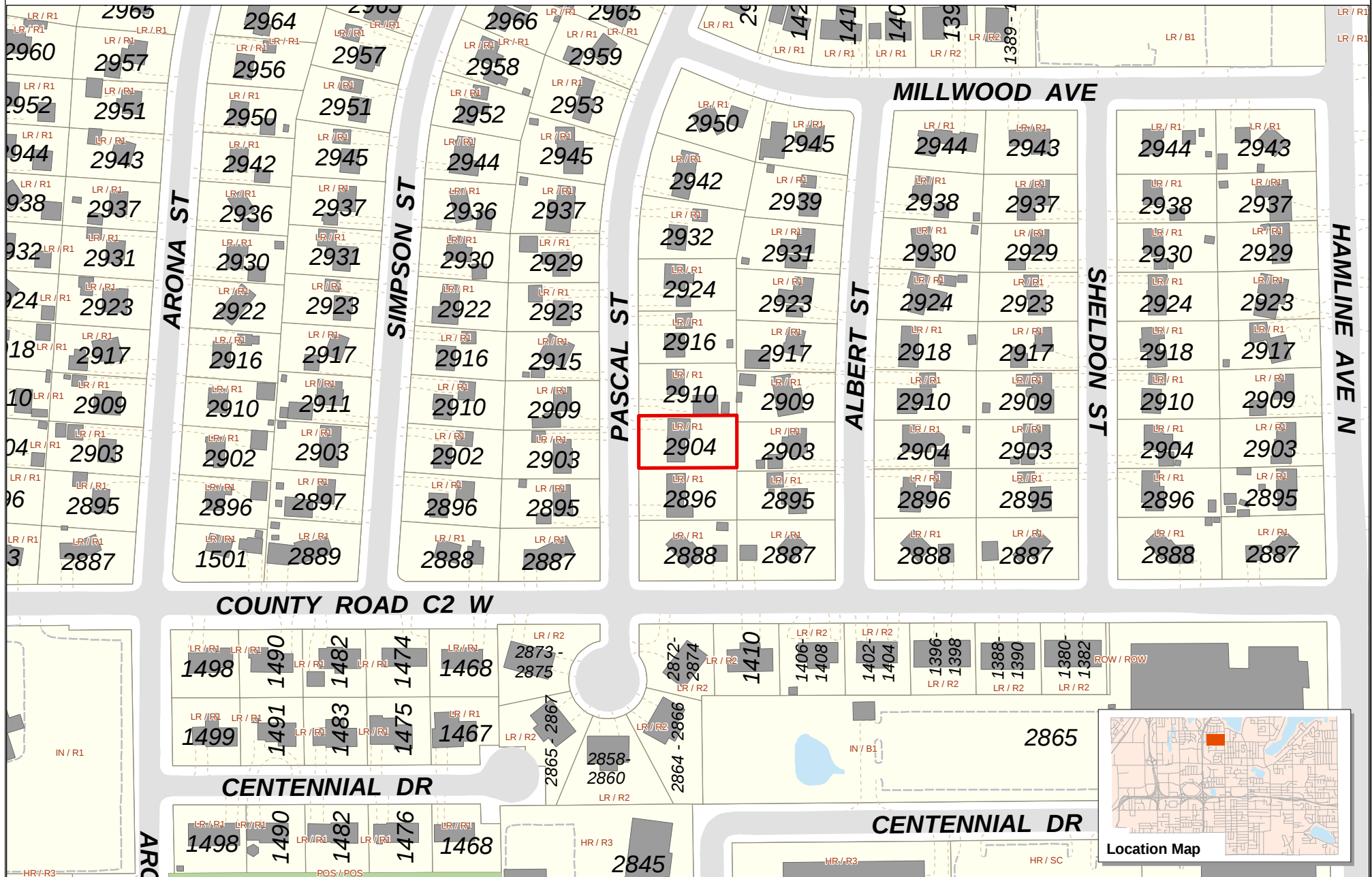
39 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
40 is to recover costs as specified in Section 407.07B.

41

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2904 Pascal

2904 Pascal St N



Prepared by:
Community Development Department
Printed: February 10, 2010

Site Location

LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (1/4/2010)
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0 100 200 Feet

mapdoc: planning_commission_location.mxd

REQUEST FOR COUNCIL ACTION

Date: 3-8-10
Item No.: 12.f

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 1890 Huron Avenue.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is Linda Bangert who lives at the property.
- Current violations include:
 - Dilapidated fence in rear and side of property (Violation of City Code Section 407.02.J & K and 906.05.C).
 - Garage door and window with failing, peeling paint. (Violation of City Code Section 407.02.J & K and 906.05.C).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repair and repaint garage door, window and fence.
 - o Approximately - \$2,500.00

Total: Approximately - \$2,500.00

29

30 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
31 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
32 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
33 reported to Council following the abatement.

34 **STAFF RECOMMENDATION**

35 Staff recommends that the Council direct Community Development staff to abate the above referenced
36 public nuisance violations at 1890 Huron Avenue.

37 **REQUESTED COUNCIL ACTION**

38 Direct Community Development staff to abate public nuisance violations at 1890 Huron Avenue by
39 hiring general contractors to repair and repaint garage door, window and fence.

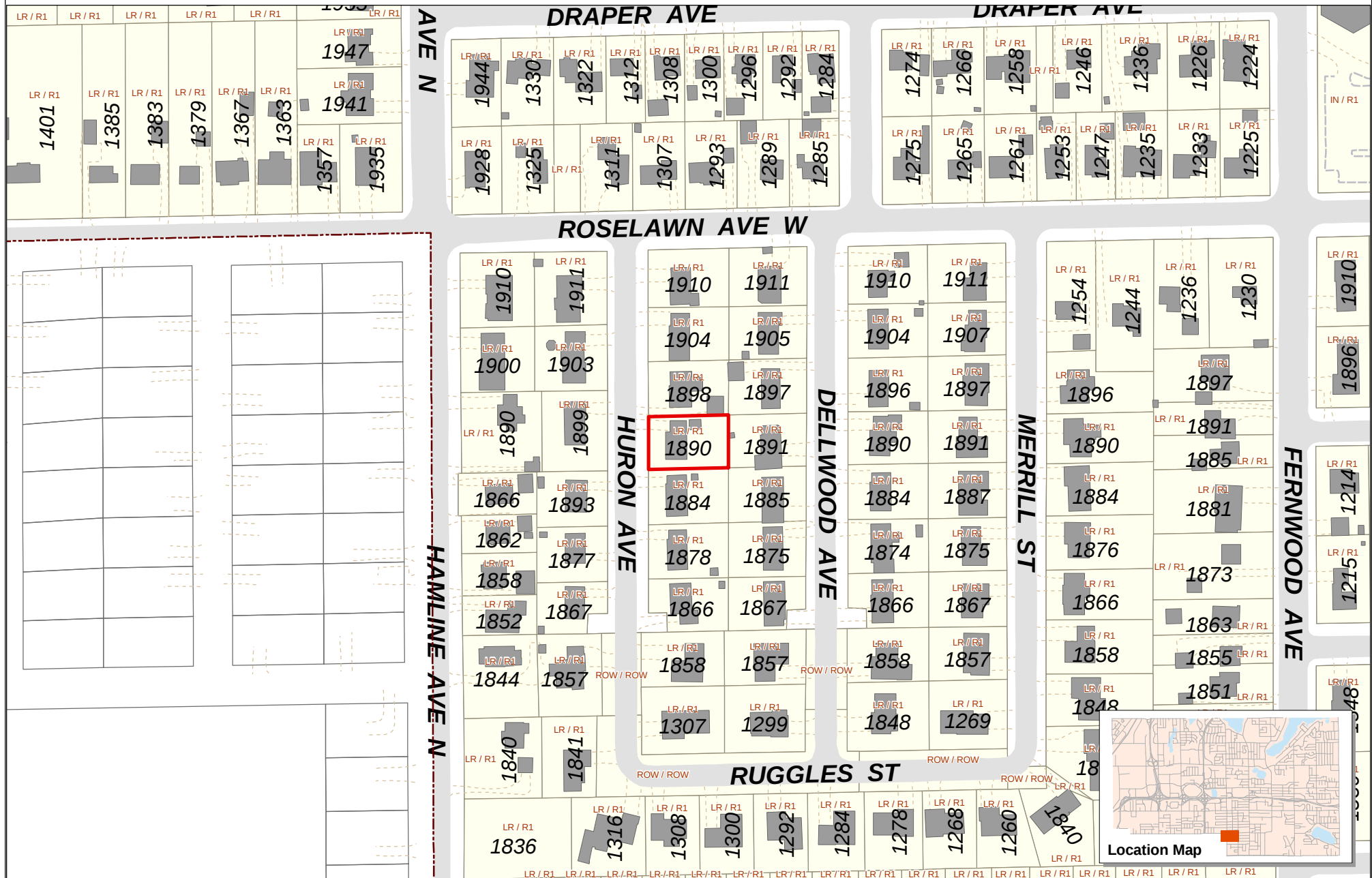
40 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
41 is to recover costs as specified in Section 407.07B.

42

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 1890 Huron Avenue

1890 Huron Ave N



Prepared by:
Community Development Department
Printed: February 10, 2010

Site Location

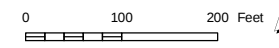
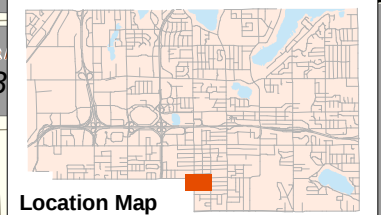
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Community Development Department

Memo

To: Mayor, City Council

Cc: William J. Malinen, City Manager

From: Patrick Trudgeon, Community Development Director

Date: 3/3/2010

Re: Community Development Department Discussion – March 8, 2010

For our discussion at the March 8, 2010 City Council meeting, I have provided the following information:

- A spreadsheet detailing the Imagine Roseville 2025 Action Steps with staff ranking of the priorities that have not yet been completed.
- CIP spreadsheet identifying Community Development Vehicle and Equipment needs for the next ten years.
- A progress grid that my Department uses to track progress on its own action steps in implementing the Community Development Department Strategic Plan.

If you have any questions prior to the March 8, 2010 meeting, please contact me at (651) 792-7071.

City of Roseville
Capital Improvement Plan
2010-2019
CIP - Community Development

<u>Description</u>	<u>Type</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Office furniture	F	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection vehicles	V	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	102,000
Scanning of building files	E	-	-	-	-	-	-	-	-	-	-	-
Scanning of microfiche	E	-	-	-	-	-	-	-	-	-	-	-
Digital camera	E	-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
Total		\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	102,000

Summary by Type

<u>Description</u>		<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
Land	L	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	B	-	-	-	-	-	-	-	-	-	-	-
Vehicles	V	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	102,000
Equipment	E	-	-	-	-	-	-	-	-	-	-	-
Furniture & Fixtures	F	-	-	-	-	-	-	-	-	-	-	-
Improvements	I	-	-	-	-	-	-	-	-	-	-	-
Total		\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	102,000

Summary by Funding Source

<u>Description</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Total</u>
General property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special assessments	-	-	-	-	-	-	-	-	-	-	-
Building depreciation charges	-	-	-	-	-	-	-	-	-	-	-
Vehicle depreciation charges	17,000	17,000	-	-	-	17,000	17,000	17,000	17,000	-	102,000
Equipment depreciation charges	-	-	-	-	-	-	-	-	-	-	-
User fees - utility operations	-	-	-	-	-	-	-	-	-	-	-
User fees - special purpose operations	-	-	-	-	-	-	-	-	-	-	-
General obligation bonds	-	-	-	-	-	-	-	-	-	-	-
MSA revenues	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	17,000	17,000	17,000	17,000	\$ -	102,000

Community - Roseville has a strong and inclusive sense of community

Strategy D: Encourage development of neighborhood identities to build a sense of community

3.D.2. Maintain neighborhood architectural integrity where possible

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>
3.D.2.b Create award or regularly highlight outstanding residential and commercial design projects. Encourage energy efficient designs, appliance replacement (PWET)	CD	Done	

Housing - Roseville Housing meets community needs

Strategy B: Ensure sufficient affordable housing

6.B.2 Increase residential density to reduce costs

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.B.2.b Reevaluate density prescribed in the comp plan	CD	Done		\$\$
6.B.2.c Develop a marketing strategy to demonstrate the benefits of density. Review via CD	CD	Done		\$\$

Strategy C: Implement programs to ensure safe and well-maintained properties

6.C.1 Vigorously enforce housing codes

\$\$

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>
6.C.1.a Hire consultant to evaluate policies and practices for code enforcement in a wæ CD	CD	Done	
6.C.1.b . Study and market relationship between code enforcement and overall property CD	CD	Done	

6.C.2 Development more stringent codes for rental properties of four or fewer units

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.C.2.a Implement Rental Registration and continue to evaluate rental licensing. Recommend rental registration program and educational process after a citizen led review of the issues. Provide annual funding for a rental registration program support staff and educational process and materials.(HRA)	CD	Done		\$\$

6.C.4 Provide loans and other assistance to help people maintain property

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.C.4.a Establish emergency loan fund for low interest, deferrable loans for property m CD	CD	Done		\$\$

Strategy D: Ensure life-cycle housing throughout that city to attract and retain a diverse mix

6.D.1. Encourage density.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.F.b Change Comp Plan to allow for more density.	CD	Done		Cost \$\$

Strategy G: Develop design guidelines to support new or renovated housing that contributes to neighborhood character, sustainability, and other community expectations

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.G.c Continue to fund/promote Housing Redesign Program HRA funds. HRA partic	CD	Done		\$\$\$

Environment - Roseville is an environmentally healthy community

Strategy A: Preserve and enhance soil, water, and urban forest resources

7.A.1. Protect and preserve existing lakes, wetlands, ponds, aquifers, and other natural environments

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
7.A.1.b Coordinate departmental review/enforcement.	CD	Done		\$\$

Infrastructure - Roseville has a comprehensive, safe, efficient, and reliable transportation system

Strategy B: Ensure a robust public transit system that is integral to the metropolitan system

11.B.4 Aggressively support transit-oriented development

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
11.B.4.c Participate with MnDOT on Park & Ride facilities.	CD	done	1 to 3	\$

Community - Roseville is a desirable place to live, work and play

Strategy A: Create an attractive, vibrant, and effective city with a high quality of life

2.A.10. Keep city clean and inviting; enforce nuisance ordinances

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.A.10.a Ensure that code enforcement officers have resources, political support and authorizing ordinances that they need.	CD	On-going	1-3 yrs	\$\$

Strategy B: Provide excellent, effective, and efficient city services

2.B.2. Participate in regional and intergovernmental collaborations for planning and development

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.B.2.b Encourage staff participation in professional conferences and other networking opportunities.	CD	On Going		\$\$

2.C.3. Support redevelopment that embraces genuine public-private partnerships with benefits and contributions for all

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.C.3.a Financial participation/incentives (including grants). (Twin Lakes	CD	On going		\$
2.C.3.b Create reputation of being cooperative while preserving the community's interests.	CD	On going		\$

2.C.4. Partner with redevelopers to remediate brownfields and redevelop industrial sites. Incentives to remediate need consensus may be cleanup before aligning with developer (PWET

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.C.4.b Financial participation/incentives (including grants).	CD	On going		\$-\$\$\$
2.C.4.c Create reputation of being cooperative while preserving the	CD	On going		\$

Community - Roseville has a strong and inclusive sense of community

3.D.2. Maintain neighborhood architectural integrity where possible

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
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3.D.2.a	Increase funding for and more actively promote housing redesign program. <i>Set lot size discussion (PWET)</i>	CD	On Going	1-3 yrs	\$\$
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Community - Roseville residents are invested in their community

Strategy A: Provide meaningful opportunities for community engagement

4.A.1. Value community-driven change and provide for community-based planning to occur; promote

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
4.A.1.a Develop tools to better engage the public. Survey may be a good	CD	On-going	1-3 yrs	\$-\$\$

Environment - Roseville is an environmentally healthy community

Strategy B: Reduce negative human impacts by conserving energy and reducing pollution

7.B.1 Vigorously enforce housing codes

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
7.B.1.a Develop new means to conserve energy and reduce pollution (e.g. alternatives to full-size pickups, pedestrian trails for walkability, etc. (PC)	CD	On-going	1-3 yrs	\$\$

7.B.3 Provide loans and other assistance to help people maintain property. Loans to finance replacement with energy efficient appliances – Green design (PWET)

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
7.B.3.a Green Design (PWET)	CD	On-going	1-3 yrs	\$\$\$

Community - Roseville is a desirable place to live, work and play

Strategy A: Create an attractive, vibrant, and effective city with a high quality of life

2.A.2. Promote commercial and residential aesthetics and design innovations; set high standards for landscaping and design of public improvements

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.A.2.a Upgrade design standards. Include pathway construction	CD	In Process	1-3 yrs	\$\$
2.A.2.b Create specific area design standards.	CD	In Process	1-3 yrs	\$\$
2.A.2.c Create a landscape ordinance & a practical tree preservation policy.	CD	In Process	1-3 yrs	\$\$
2.A.2.d Require add'l boulevard landscaping in single-family areas. Add	CD	In Process	1-3 yrs	\$\$
2.A.2.e Make standards compatible with progressive cities.	CD	In Process	1-3 yrs	

2.A.3. Use infrastructure and other redevelopment efforts to reduce or eliminate visual pollutants such as overhead power, cable, and telephone lines, traffic controllers and junction boxes, etc.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.A.3.a Include in design standards. Require as a part of any development	CD	In Process	1-3 yrs	\$\$

2.A.9. Encourage tree preservation and replacement; make Roseville “bloom” by encouraging decorative landscaping

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.A.9.a Upgrade design standards. Undertake systemic code review , to	CD	In Process	1-3 yrs	\$\$
2.A.9.b Create specific area design standards.	CD	In Process	1-3 yrs	\$\$
2.A.9.c Create a landscape ordinance & a practical tree preservation policy.	CD	In Process	1-3 yrs	\$\$
2.A.9.d Require additional boulevard landscaping in single-family areas.	CD	In Process	1-3 yrs	\$\$
2.A.9.e Make standards compatible with progressive cities. Develop information for residents regarding environmental and landscaping for energy preservation, water quality, tree preservation, etc.(PC)		In Process	1-3 yrs	\$\$

2.A.10. Keep city clean and inviting; enforce nuisance ordinances

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
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2.A.10.c	Ensure that city departments & other public agencies are in conformance w/ nuisance codes. -clarify permitted uses in B-1-B vs. B-2 zones -review for cultural diversity disconnects - implement lot split changes (PC) Develop communication and educational materials to inform residents of existing design standards, ordinances and codes (PC)	CD	In Process	1-3 yrs	\$\$
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Strategy C: Provide Regional leadership in creative and sustainable redevelopment

2.C.1. Set the tone for private development by having environmentally sustainable public facilities and properties

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
2.C.1.a Development review process in place(PWET) Inventory locations where storm water practices can be implemented (PWET)	CD	In Process	1-3 yrs	\$\$

Community - Roseville has a strong and inclusive sense of community

Strategy A: Foster and support community gathering places

3.A.3. Explore public and private partnerships to develop community gathering places

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
3.A.3.a Define and explore the nature of community gathering spaces.	CD	In Process	4-8 yrs	\$\$-\$\$\$\$

Housing - Roseville Housing meets community needs

Strategy B: Ensure sufficient affordable housing

6.B.2 Increase residential density to reduce costs

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.B.2.a Mke sure design standards allow for a balance between density and	CD	In Process	1 to 3	\$\$

6.B.3 Link incoming families with sellers moving to smaller units

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.B.3.a Determine whether the funding is adequate and the marketing is	CD	In Process		\$\$-\$\$\$

Strategy D: Ensure life-cycle housing throughout that city to attract and retain a diverse mix of people, family types, economic statuses, ages, and so on

6.D.2. Encourage new rental housing that is not age-specific.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.D.2.a. Encourage new rental housing and maintain older existing rental	CD	In Process		\$\$-\$\$\$

6.D.4. Revise codes to allow "granny flat" housing.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.D.4.a. Revise codes to allow "granny flat" housing. Have HRA and	CD	In Process		\$

6.D.5. Encourage development of transit, walkability and alternate transportation.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.D.5.a. For both business and recreational purposes – school students,	CD	In Process		\$\$
6.D.5.e. Through comprehensive review of land use policies for	CD	In Process		\$\$

Strategy F: Employ flexible zoning for property redevelopment to meet broader housing Goals such as density, open space, and lot size

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
6.F.a Gather input from community on increasing residential density and	CD	In Process	1 to 3	\$\$

Environment - Roseville is an environmentally healthy community

Strategy A: Preserve and enhance soil, water, and urban forest resources

7.A.1. Protect and preserve existing lakes, wetlands, ponds, aquifers, and other natural environments and

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
7.A.1.a Ensure that code reflects DNR regulations.	CD	In Process	1-3 yrs	\$\$
7.A.1.c Adopt a tree preservation ordinance		In Process		

Infrastructure - Roseville has a comprehensive, safe, efficient, and reliable transportation system

Strategy B: Ensure a robust public transit system that is integral to the metropolitan system and meets

long-term needs

11.B.4 Aggressively support transit-oriented development

<u>Action Steps</u>		<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
11.B.4.a	Advocate for better access.	CD	in process	1-3 years	\$\$\$
11.B.4.b	Continue to lobby for the Northeast Diagonal transit line.	CD	in process	1-3 years	\$\$

Community - Roseville is a desirable place to live, work and play

Strategy A: Create an attractive, vibrant, and effective city with a high quality of life

2.A.3. Use infrastructure and other redevelopment efforts to reduce or eliminate visual pollutants such as overhead power, cable, and telephone lines, traffic controllers and junction boxes, etc.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.A.3.b Where possible, create special assessment districts to fund these costs.	CD	Not Yet	1-3 yrs	\$	4
Comment: Would need to identify certain areas of interest and do during an improvement project. As part of the reconstrction of the Rice Steet interchange with Hwy. 36, the utilities will be buried as part of the project. The costs will be borne by ratepayers in Roseville and Little Canada.					

2.A.5. Support businesses that serve Roseville's diverse population and provide attractive employment options that encourage people to relocate here

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.A.5.a Market business opportunities, especially to diverse/quality	CD	Not Yet	4-8 yrs	\$\$	4
2.A.5.b Ensure that our ordinances are not incompatible with the needs of diverse populations.	CD	Not Yet	1-3 yrs	\$	6
Comment: 2.A.5.a Any new economic development program/marketing should take this into account. 2.A.5.b The new Zoning Code could take a specific look at this issue.					

2.A.6. Collaborate to create a coordinated plan to promote Roseville's business and residential opportunities

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.A.6.a Encourage creation of a Roseville Chamber of Commerce or get more focus on Roseville area from area Chamber of Commerce. Support establishing a subgroup of the St. Paul Area Chamber of Commerce and the Roseville Visitors Association (PC)	CD	Not Yet	4-8 yrs	\$\$	3
Comment: This is a substantial organizational undertaking and will require significant outlay of funds and time.					

2.A.7. Maintain a balance of commercial/industrial activities that anticipate long-term economic and social changes

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.A.7.a Get biannual report from market analysts on economic trends and benefits of each economic sector.	CD	Not Yet	1-3 yrs	\$-\$\$	2
2.A.7.b Get a regular demographic report to identify/anticipate trends in order to plan/promote accordingly.	CD	Not Yet	1-3 yrs	\$\$	2

Comment: These items could be done relatively easily if funds are appropriated. However, we should only undertake if the City is prepared to take action on the information. Until the City is prepared to take action, this item has little value.

2.A.8. Discourage ad hoc or piecemeal development

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.A.8.a Incentivize master-planned areas through appropriate public assistance or city participation in site assembly.	CD	Not Yet	1-3 yrs	\$-\$\$\$	7

Comment: Once an area is identified for future study, the City should participate in fully or partially funding the study.

Strategy B: Provide excellent, effective, and efficient city services

2.B.2. Participate in regional and intergovernmental collaborations for planning and development

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.B.2.a Regular meetings with staff and/or policymakers from neighboring & peer communities.	CD	Not Yet	1-3 yrs	\$	5

Comment: Informal contact occurs all the time. A purpose or outcome should be identified prior to convening such a group.

2.C.4. Partner with redevelopers to remediate brownfields and redevelop industrial sites. Incentives to remediate need consensus may be cleanup before aligning with developer (PWET)

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.C.4.a Possible city site assembly. Build consensus (PWET) City cleanup of Brownfields (PWET)	CD	Not Yet	1-3 yrs	\$\$\$	8

Comment: Specific areas should be targeted for this task. Twin Lakes is one that certainly should be considered.

Strategy D: Enhance the city's diverse business community

Comment: No specific action steps were identified

2.D.1. Actively promote Roseville in the greater metropolitan area and throughout the state and region

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.D.1.a Should be Administrative, RVA & Chamber of Commerce driven.	CD	Not Yet	4-8 yrs	\$	6

Comment: The HRA is looking to market the community and neighborhoods.

2.D.2. Encourage businesses with family-sustaining jobs

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.D.2.a Is this income-related or is it encouraging jobs that provide family-friendly benefits and services?	CD	Not Yet	4-8 yrs	\$	7

Comment: Would need funds to incentivize these businesses to locate in

Roseville. As an alternative, the City could waive development fees for these types of businesses.

2.D.3. More actively support existing businesses

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.D.3.a Research methods of accomplishing this in metro. Chamber-driven?	CD	Not Yet	4-8 yrs	\$\$	6

Comment: Should be part of an overall Economic Deveopment Strategic Plan.

2.D.4. Welcome new businesses

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
2.D.4.a Welcome packet for businesses	CD	Not Yet	1-3 yrs	\$	6
2.D.4.b Research the benefits of business incubators.	CD	Not Yet	1-3 yrs	\$	7
2.D.4.c Business newsletter	CD	Not Yet	4-8 yrs	\$\$	6
2.D.4.d Work with Chamber of Commerce on a way to recognize new businesses	CD	Not Yet	4-8 yrs	\$	6
2.D.4.e Call on new businesses, provide new business packet	CD	Not Yet	4-8 yrs	\$	6

Comment: The CD Department does some of these things on a limited basis. These activities should be part of an overall econ. dev. strategy.

2.D.5. Seek out and support high quality businesses that enhance tax base

No steps identified.

Community - Roseville has a strong and inclusive sense of community

Strategy A: Foster and support community gathering places

3.A.3. Explore public and private partnerships to develop community gathering places

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
3.A.3.b Be innovative and creative in defining these spaces – coffee shops, private development	CD	Not Yet	4-8 yrs	\$\$-\$\$\$\$	7

3.D.2. Maintain neighborhood architectural integrity where possible

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
3.D.2.c Consider establishing defined neighborhoods.	CD	Not Yet	1-3 yrs	\$\$	6

Comment: The Comprehensive Plan has dividied the City up into 16 Planning Districts.

Housing - Roseville Housing meets community needs

Strategy C: Implement programs to ensure safe and well-maintained properties

6.C.3 Implement housing inspections

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
6.C.3.a Implement mandatory Point of Sale inspections with mandatory <i>Comment: Will require an increase in staff and department budget.</i>	CD	Not yet	1 to 3	\$\$\$	5

6.D.5. Encourage development of transit, walkability and alternate transportation.

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
6.D.5.d. Commercial/industrial redevelopment and property infrastructure maintenance to maintain a vital community for new & potential residents. <i>Comment: Implementing this task continues to be difficult in tight budget times.</i>	CD	Not Yet		\$	8

Strategy F: Employ flexible zoning for property redevelopment to meet broader housing Goals such as density, open space, and lot size

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
6.F.c Create reduced fee for smaller developments, especially housing.	CD	NotYet	4 to 8	\$\$	7
6.F.d Review the value of developing inclusionary zoning in partnership with Planning Commission. Review use of inclusionary zoning such as issuing density bonuses for redevelopment and infill properties where there is a housing component. (HRA) <i>Comment: Reduced fees should be targeted to developments that fill a need or niche in our community. Inclusionary zoning will help provide for additional opportunities for affordable housing, but will lead to denser developments.</i>	CD	NotYet	1 to 3	\$\$	3

Infrastructure - Roseville has a comprehensive, safe, efficient, and reliable transportation system

Strategy B: Ensure a robust public transit system that is integral to the metropolitan system and meets long-term needs

11.B.4 Aggressively support transit-oriented development

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
11.B.4.d Increase development density to existing/future transit stops. <i>Comment: Area along NE Diagonal have been designated as high-density residential, but no specific study/density bonus has been looked at to increase density.</i>	CD	not yet	03-Jan	\$\$	7

Finance - Roseville has a growing, diverse and stable revenue base

Strategy B: Encourage renovation and redevelopment to increase tax base

<u>Action Steps</u>		<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>	<u>Rank</u>
14.B.1.d	Participate in master planning for redevelopment area	CD	Not Yet	1-3 yrs	\$	8
Comment: Areas of importance should be identified.						

2009-2013 Community Development Strategic Plan
Year 2 Progress Grid with new action steps included
01/29/2010

	Evaluation of Action Steps		
	Not started	In Process	Completed
Updated Department Policies and Procedures. (IR 2025 Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services).			
• Improve internal budgeting process	CD		
• Update current procedure manuals		Plan, ED, GIS	Building
• Create written policy manual		Plan, ED, GIS	Building
• Review and improve development review process			CD
• Create consistent nomenclature regarding the Department's activities.			CD
• Create revised new construction plan review process (New)	CD		
Records Management and Information Tracking. IR 2025 Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services; AND Goal#4 Roseville residents are invested in their community; Strategy 4.b. Ensure that city government is civil, informative, and responsive; AND Goal #13Roseville has technology that gives us a competitive advantage.			
• Create electronic scanning and document management program and schedule.		CD	
• Create improved program for maintaining internal files and retention of such files.		CD	
• Eliminate paper storage of documents and files per record retention schedule.		CD	
• Create master electronic property file database using Laserfiche.		CD	
• Better correspondence with applicants (i.e., follow-up and approval letters)		CD	
• Tracking of construction deposit refunds			CD
• Track/license home occupations	CD		
• Create SAC credit data base (New)	CD		
• Create expired permit policy and procedure (New)	CD		
Public and Community Outreach. (Goal#4 Roseville residents are invested in their community; Strategy 4.b. Ensure that city government is civil, informative, and responsive)			
• Make city documents available to general public via Laserfiche. (New)			
• Translate forms into another language - Spanish & Hmong). (New)			
• Use tools to better inform public regarding City development activities		CD	
o Community Meetings		CD	
o Web Site		CD	
o Cable TV		CD	
o Newsletter		CD	
• Educate public about code violations			CD
o Targeted Neighborhood Enhancement program			CD
o Communication through City media (website, newsletter)			CD
o Presence at Home and Garden Fair and similar events			CD
Modernization. Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services; AND Goal #13Roseville has technology that gives us a competitive advantage.			
• Eliminate paper inspection slips			CD
• Purchase of new software to track code enforcement efforts.			CD
• Offer online application for building & land use permits.			CD
• Offer online payment for permit applications including rental registration. (New)	CD		
• Allow for field data entry & external access to network by inspection staff.	CD		
• Provide permit pricing online	CD		
• Update online mapping application (New)	CD		
• Streamline code enforcement nuisance abatement. (New)	CD		
• Create expired permit policy and procedure (New)	CD		
• Maximize opportunities for electronic communication (writeable pdfs that can be emailed)(New)	CD		
Organizational Structure. Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services;			
• Review and implement changes in departmental organization to ensure the needs of the City and the community are being met.		CD	
Professional Development. Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services;			
• Create opportunities for staff retreats to focus on department priorities and goals.	CD		
• Provide resources for staff training and professional development		CD	
Department Funding. Goal #15 Roseville responsibility funds programs, services, and infrastructure to meet long-term needs			
• Escrow accounting for land use applications			CD
• Fund code enforcement from general fund	CD		
• Charge code violators for services provided		CD	
Regulations. Goal #2-Roseville is a desirable place to live, work, and play; Strategy 2.b.Provide excellent, effective, and efficient city services; AND Goal #6 Roseville housing meets community needs; AND Roseville is an environmentally healthy community; AND Goal #11 Roseville has a comprehensive, safe, efficient, and reliable transportation system.			
• RV/trailer storage (New)	CD		
• Implementing stronger design standards(New)	CD		
• Landscape /tree preservation ordinance (New)	CD		
• Rental licensing vs. registration	CD		
• Update of Zoning and subdivision code after completion of Comprehensive Plan		CD	

14. Finance - Roseville has a growing, diverse and stable revenue base

Strategy C: Consider alternative mechanisms to fund city services

14.C.1. Participate in regional collaborations to more efficiently fund city services

Action Steps

	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
14.C.1.c Communicate financial impact to taxpayers and rate payers.	FN	Done		

14.C.2. Explore options such as local sales tax, county wheelage tax, billing and fees for services, assessments, etc.

Action Steps

	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
14.C.2.c Communicate financial impact to taxpayers and rate payers.	FN	Done		

15. Finance - Roseville responsibly funds programs, services, and infrastructure to meet long-term needs

Strategy A: Maintain the highest financing and budgeting standards

Action Steps

	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
15.A.1.a Annually adopt Financial and Budget policies	FN	Done	1-3 yrs	\$
15.A.1.b Periodically review the City's financial condition to preserve bond	FN	Done		

Scale for rankings:

0 = not worth the investment

1 = very little value to the city

2 = minimal value

3 = slightly more than minimum value

4 = provides value

5 = moderate value

6 = slightly more than moderate value

7 = high value

8 = very high value to the city

9 = absolutely must undertake/highest priority

10. Education - Roseville Supports highquality, lifelong learning

Strategy A: Promote the benefits of lifelong learning and intergenerational education

10.B.2 Create greater access to expanded curriculum offerings through technology

Action Steps

10.B.2.b Work with local school districts and higher education institutions to determine feasibility and practicality of internet-based curriculum curriculum offerrings

Dept

FN

Progress

On Going

Timeline

Cost

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13. Technology: Roseville has technology that gives us a competitive advantage

Strategy 13A: Ensure that the technology infrastructure is in place to optimize public and private sector performance

13.A.2 Invest in a technology infrastructure that meets short-term needs and provides long-term flexibility

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.2.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	in process	4 to 8	\$\$\$

13.A.5 Provide clear information to the public about options, plans, and funding

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.5.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	in process	1 to 3	\$

Strategy 13B: Develop a long-term technology infrastructure plan

13.B.1 Regularly assess and upgrade technology trends to identify and recommend future investments

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.B.1.a Assess available technologies and public/private partnership	FN	in process	1 to 3	\$

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1. Community - Roseville is a welcoming community that appreciates differences and fosters diversity

Strategy A: Make Roseville a livable community for all

1.A.3 Establish a City Help desk to provide communications within the community; make community information available in multiple languages and to people with disabilities

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
1.A.3.a. Assess demand for information 24 aday and/or demand for info in multiple languages. Potential tools include expanded website capability, additional staff w/ special training, or outside contractors.	FN	Not Yet	9+	\$

10. Education - Roseville Supports highquality, lifelong learning

Strategy B: Provide sustainable, cutting edge, educational technology

10.B.2 Create greater access to expanded curriculum offerings through technology

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
10.B.2.a Connect fiber to all public sites (PWET)	FN	Not Yet	4 to 8	\$\$\$

13. Technology: Roseville has technology that gives us a competitive advantage

Strategy 13A: Ensure that the technology infrastructure is in place to optimize public and private sector performance

13.A.1 Provide current and cost-effective technology and associated infrastructure for city operations and services, and public sector partnerships

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.1.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

13.A.3 Provide public access to technoloyg infrastructure

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.3.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

13.A.4 Support a citywide technology infrastructure that is accessible to the private sector

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.2.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

Strategy 13B: Develop a long-term technology infrastructure plan

13.B.1 Regularly assess and upgrade technology trends to identify and recommend future investments

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.B.2.a Assess available technologies and public/private partnership	FN	not yet	1 to 3	\$

13.B.3 Seek community and business input on technology infrastructure needs

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.B.3.a Assess available technologies and public/private partnership	FN	not yet	1 to 3	\$\$

15. Finance - Roseville responsibly funds programs, services, and infrastructure to meet long-term needs

Strategy C: Actively manage funds to provide long-term fiscal stability

15.C.1. Maintain adequate fund balance

15.C.1.a. See Response to 15.A	FN	Not Yet	1-3 yrs	\$
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15.C.2. Maintain good bond rating

15.C.1.b. See Response to 15.A	FN	Not Yet	1-3 yrs	\$
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<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
1.A.3.a. Assess demand for information 24 aday and/or demand for info in multiple languages. Potential tools include expanded website capability, additional staff w/ special training, or outside contractors.	FN	Not Yet	9+	\$

10. Education - Roseville Supports highquality, lifelong learning

Strategy B: Provide sustainable, cutting edge, educational technology

10.B.2 Create greater access to expanded curriculum offerings through technology

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
10.B.2.a Connect fiber to all public sites (PWET)	FN	Not Yet	4 to 8	\$\$\$

13. Technology: Roseville has technology that gives us a competitive advantage

Strategy 13A: Ensure that the technology infrastructure is in place to optimize public and private sector performance

13.A.1 Provide current and cost-effective technology and associated infrastructure for city operations and services, and public sector partnerships

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.1.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

13.A.3 Provide public access to technoloyg infrastructure

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.3.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

13.A.4 Support a citywide technology infrastructure that is accessible to the private sector

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.A.2.a Assess available technologies and public/private partnership opportunities. Evaluate stakeholder's willingness to pay	FN	not yet	4 to 8	\$\$\$

Strategy 13B: Develop a long-term technology infrastructure plan

13.B.1 Regularly assess and upgrade technology trends to identify and recommend future investments

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.B.2.a Assess available technologies and public/private partnership	FN	not yet	1 to 3	\$

13.B.3 Seek community and business input on technology infrastructure needs

<u>Action Steps</u>	<u>Dept</u>	<u>Progress</u>	<u>Timeline</u>	<u>Cost</u>
13.B.3.a Assess available technologies and public/private partnership	FN	not yet	1 to 3	\$\$

15. Finance - Roseville responsibly funds programs, services, and infrastructure to meet long-term needs

Strategy C: Actively manage funds to provide long-term fiscal stability

15.C.1. Maintain adequate fund balance

15.C.1.a. See Response to 15.A	FN	Not Yet	1-3 yrs	\$
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15.C.2. Maintain good bond rating

15.C.1.b. See Response to 15.A	FN	Not Yet	1-3 yrs	\$
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Scale for rankings:

0 = not worth the investment

1 = very little value to the city

2 = minimal value

3 = slightly more than minimum value

4 = provides value

5 = moderate value

6 = slightly more than moderate value

7 = high value

8 = very high value to the city

9 = absolutely must undertake/highest priority



2010 - 2019 Capital Investment Plan

Submitted August 10, 2009

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Executive Summary

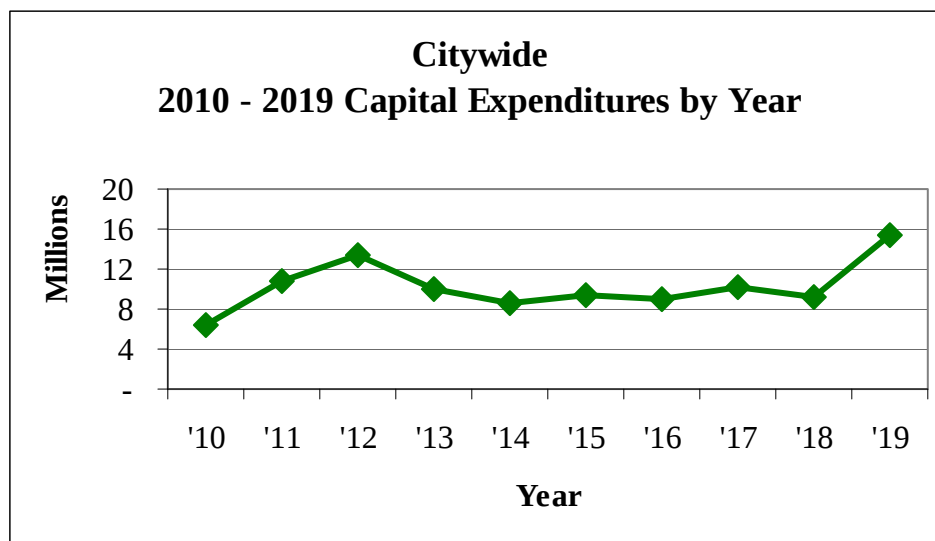
Enclosed is the 2010-2019 Capital Investment Plan (CIP) as prepared in accordance with the goals and strategies identified in the Imagine Roseville 2025 initiative and in consideration of the goals and objectives identified by the City Council earlier this year. The CIP also incorporates the valued contributions made by the City's advisory commissions, and other citizen groups. Finally, the CIP also addresses a number of federal and state mandates that require capital outlays.

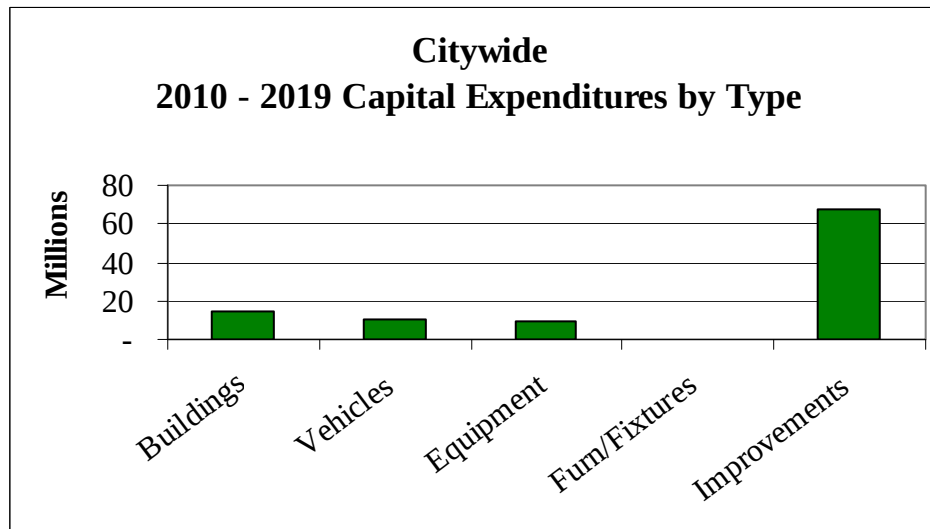
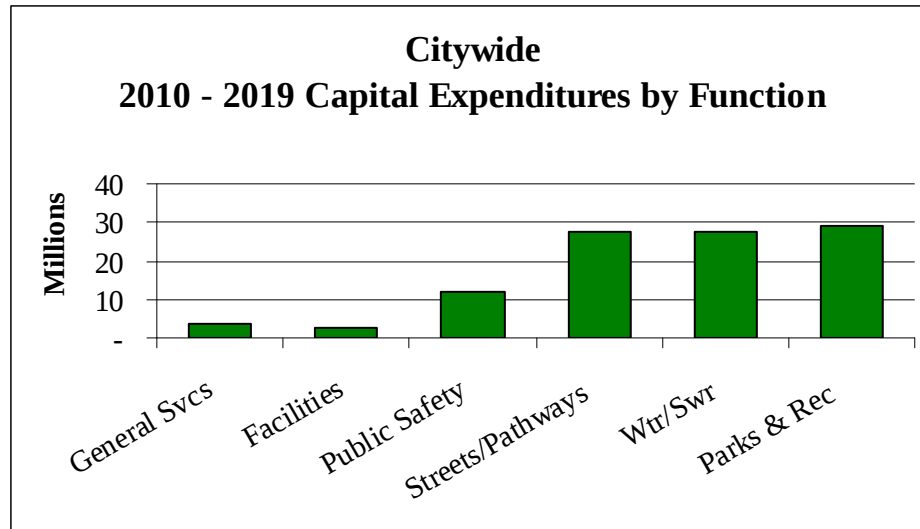
The CIP should not be construed as a request for funding; rather it is designed to serve as a planning tool that can be used to make informed budgeting decisions. Only after further discussion and Council approval will these items be considered funded. However, the inclusion of these items into the CIP signals general support for a particular service delivery model(s).

Over the next 10 years, the City expects to expend approximately \$97 million to replace existing vehicles, equipment, and infrastructure and has earmarked approximately \$5 million to allow for the purchase of new assets that would enhance the City's programs and services. This assumes that the City will have available funding and that all existing assets will be replaced at the end of their useful lives. It is conceivable that some of these items will not be replaced. By contrast, over the 10 previous years, the City expended only \$30 million to replace its capital assets; a reflection of both the general need and available funding during this time.

On average, the City expects to expend approximately \$10.2 million per year on capital assets over the next 10 years. The largest asset category is system improvements, which represents 66% of the total amount. The largest asset by City function is parks and recreation, which represents 27% of the total amount, followed closely by streets and pathways.

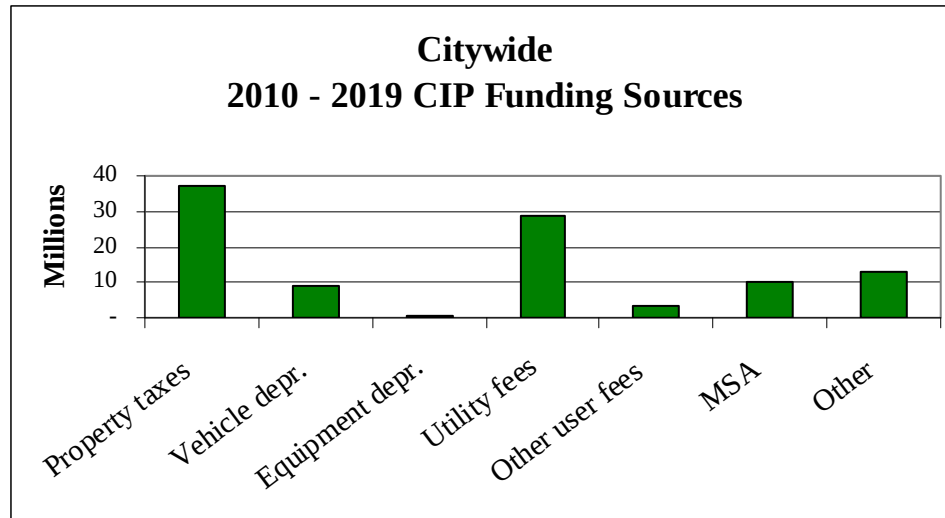
The following charts depict the City's 10-year capital needs.





Funding for the CIP is expected to come from numerous sources depending on the asset type. The largest expected funding source for the CIP is property taxes, which represents 36% of the total amount needed. The property tax burden can be lessened if alternative funding sources are secured.

The following chart depicts the funding sources for the City's 10-year CIP.



The CIP identifies a number of major capital items that are expected to be needed over the next 10 years to sustain current service levels. They include (in no particular order):

- ❖ \$29 million in park system improvements.
- ❖ \$28 million in streets and pathways.
- ❖ \$20 million in water and sewer infrastructure
- ❖ \$12 million in public safety vehicles and equipment and fire stations.
- ❖ \$7 million in stormwater infrastructure
- ❖ \$4 million in general facilities improvements including a new fire station.
- ❖ \$2 million in information systems

Financial Impact

The CIP will have a substantial impact on utility customers and taxpayers. Assuming all of the utility systems items contained in the CIP are funded, the City's water, sanitary sewer, and storm sewer rates will increase approximately 1-2% each year for the next 10 years. This is in addition to any inflationary-type increases that will be needed for general operations.

The impact on taxpayers is even greater. If all of the property tax-supported items contained in the CIP are funded including; vehicles, equipment, building improvements, and park improvements, taxpayers can expect to pay 3-4% more each year for the next 10 years. Again, this is in addition to any inflationary-type increases that will be needed. This assumes that all property tax-supported capital items will be funded through systematic increases in cash reserves, and that no other alternative funding sources are identified. The City may choose instead to issue voter-approved bonds to finance some items such as a new fire station or park improvements. In addition, it also assumes that all existing assets will be replaced with something similar at the end of their useful lives. It is likely that some assets will be retired with no intent of replacing it.

The combined financial impact to Roseville homeowners if all items contained in the CIP are funded would result in an increase of approximately 4-5% per year above and beyond what they're currently paying in property taxes and utility charges. Again, these same homeowners will also face inflationary-type increases for general operations as well.

For a single-family home with a property value of \$235,000 and average water consumption, the approximate impact is as follows:

Current	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
\$1,084	1,139	1,196	1,255	1,318	1,384	1,453	1,526	1,602	1,682	\$1,766

As the table indicates, a typical household would pay an additional \$682 or 63% more in 2019 than it does today if all items in the CIP are funded.

More detailed information can be found in the sections that follow this executive summary including impacts on future operating costs.

Administration and Finance

The 2010-2019 Administration and Finance Capital Investment Plan (CIP) has been developed in an effort to identify and address the capital purchases necessary to support the City's Administrative and Finance functions. The CIP was developed with consideration to the Imagine Roseville 2025 process, as well as required practices prescribed by the State of Minnesota and Ramsey County, and general governmental best practices.

The Administration Department carries out the City Council's policies and administers City business. Administration staff makes personnel policy decisions and ensures that all laws and ordinances are enforced. The Administration staff conducts studies and makes recommendations for Council consideration, provides information to residents, oversees elections and directs the City's solid waste and recycling programs. The department has 5.75 FTE and three part-time employees who assist with taping Council and Commission meetings.

The Finance Department is comprised of three divisions that include; Finance & Accounting, Information Technology, and the License Center. The Department is led by the Director of Finance, who oversees departmental strategic planning and is responsible for all departmental activities. Divisional managers oversee day-to-day operations and report directly to the Director. The Department includes 24 full-time and 6 part-time employees.

The *Finance & Accounting* Division includes 7 full-time employees who perform the following functions:

- ❖ Accounting, auditing, and financial reporting
- ❖ Budgeting and capital planning
- ❖ Treasury and investment portfolio management
- ❖ Debt management
- ❖ Risk management
- ❖ Utility billing
- ❖ Business licensing

The *Information Technology (IT)* Division includes 6 full-time and 1 part-time employee who are responsible for the planning, implementation, and support of citywide information systems. Through business partnerships with other governmental jurisdictions, the IT Division also provides services to the regional area which allows the City to realize a greater return on IT investments.

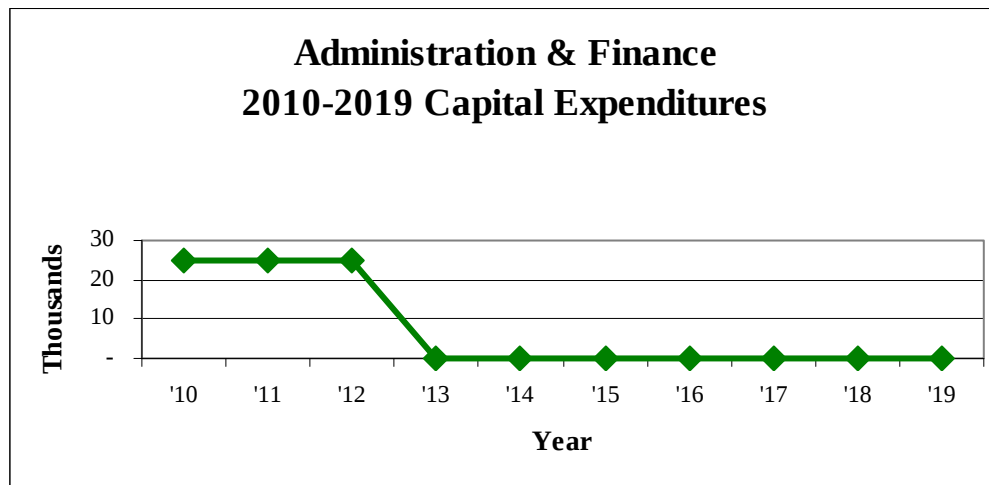
The City's *License Center* includes 11 full-time and 5 part-time employees that serve the general public as a MN Department of Public Safety Deputy offering State auto, drivers, and DNR licenses. The License Center also issues passports as governed by the US Department of State.

Operational Impacts

At this time, there does not appear to be any onerous external mandates or requirements within the administrative and finance functions that would significantly impact the CIP. The exception is the need for the City to purchase new voting equipment to remain compliant with applicable voting laws. The new voting equipment has an estimated cost of \$75,000 and is expected to be purchased in 2012. The City expects to set aside \$25,000 per year over the next 3 years to pay for the equipment.

Financial Impacts

The 2010-2019 Administration and Finance Department's CIP totals \$75,000. A year-by-year summary is depicted below.



The planned capital purchases will not have a significant impact on future operating costs. Funding will be provided by property taxes and other General Fund revenues.

Communications

The 2010-2019 Communications Capital Investment Plan (CIP) has been developed in an effort to identify and address the capital purchases necessary to support the City's Communications function. The CIP was developed with consideration to the Imagine Roseville 2025 process, as well as required practices prescribed by the State of Minnesota and Ramsey County, and general governmental best practices.

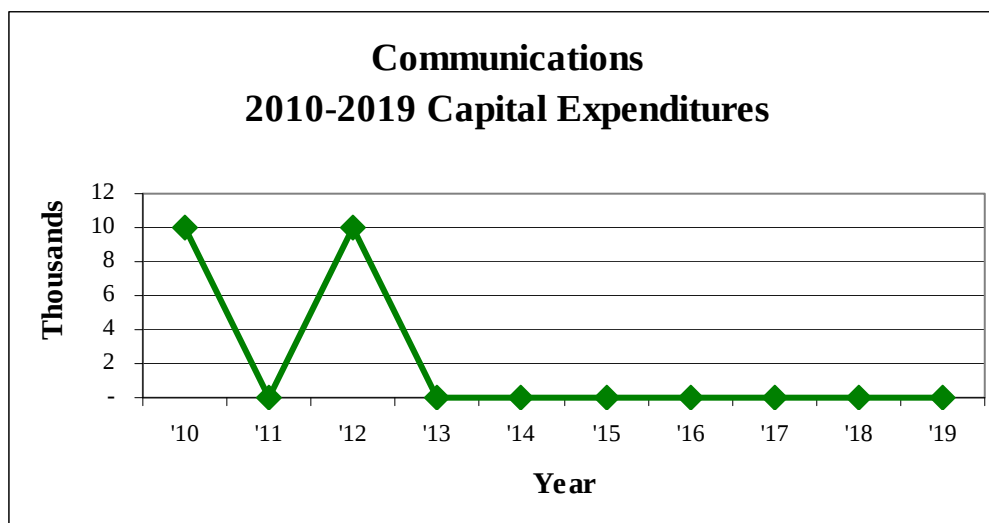
The Communications Program provides timely information to residents regarding city issues, activities, and services through the use of various media resources.

Operational Impacts

The City has made a significant investment in its broadcasting and recording capability for City Council and Advisory Commission meetings. To continue this service, new equipment will be needed for the City Council chambers. The City expects to expend \$10,000 in 2010 and \$10,000 in 2012 for this purpose.

Financial Impacts

The 2010-2019 Communications Division CIP totals \$20,000. A year-by-year summary is depicted below.



The planned capital purchases will not have a significant impact on future operating costs. Funding will be provided by local cable franchise fees.

License Center

The 2010-2019 License Center Capital Investment Plan (CIP) has been developed in an effort to identify and address the capital purchases necessary to support the City's License Center function. The CIP was developed with consideration to the Imagine Roseville 2025 process, as well as the required practices prescribed by the Minnesota Department of Public Safety and the United States Department of State.

The License Center serves as a Deputy Registrar for the State of Minnesota for the issuance of state-regulated licenses including; vehicle and drivers' licenses and DNR-issued licenses. In addition, the License Center also issues passports as governed by the US Department of State.

The License Center's long-term goals and priorities include:

- ❖ Continue to expand the City's presence with metro-area auto dealers
- ❖ Re-allocate resources to address volume changes in the passport and tab renewal functions
- ❖ Assess long-term facility options for a new License Center

In support of these goals, the License Center will need to continue to maintain the current complement of computers, printers, passport cameras, and internet bandwidth. In addition, the License Center will need to designate existing and future cash reserves for the eventual construction of a new License Center facility.

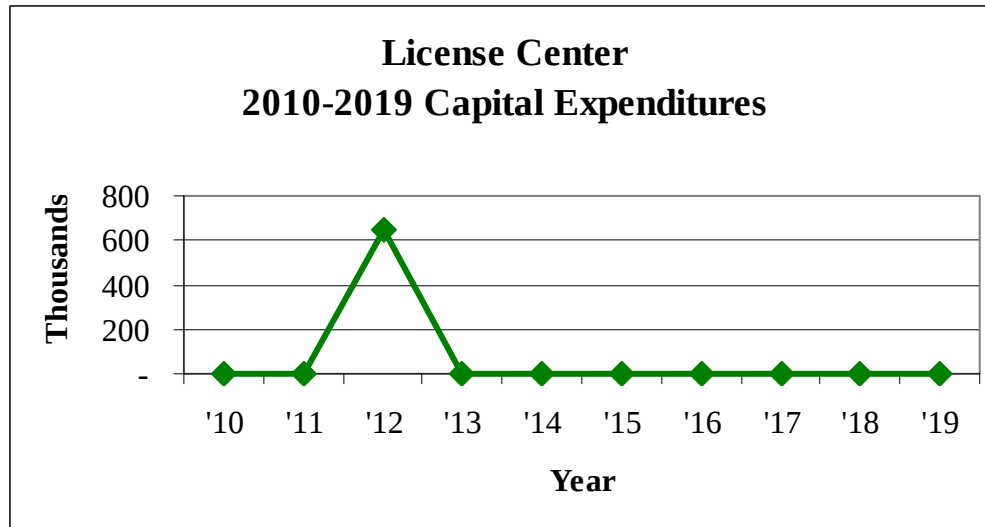
Operational Impacts

At this time, there does not appear to be any external mandates or requirements that would significantly impact the CIP. However, the emphasis on improved customer service and the steady growth in internet-based activities will require continued capital investment. The larger capital-related challenge will be the need to secure a long-term solution to the License Center facility. This is addressed in the section above.

Currently the City leases 3,330 square feet of store space in the Lexington Shopping Center, immediately North of Fire Station #1. While the City is enjoying below-market lease terms, the City expects to pay \$57,000 annually, with \$3,000 annual increases thereafter. Given these amounts, it is arguably in the City's best interest to either acquire or construct a city-owned facility (perhaps a multi-purpose facility) to house the License Center.

Financial Impacts

The 2010-2019 License Center's CIP totals \$650,000. A year-by-year summary is depicted below.



The construction of a new facility is estimated to be \$650,000, and is scheduled for 2012.

The planned replacements of existing capital will not have a significant impact on future operating costs. Financing for the new facility (less existing cash reserves) is expected to require an annual debt service payment of \$45,000 over a 10-year period beginning in 2013. However, current lease payments are expected to be \$63,000 during that same year. With a new facility, the City would forgo these payments and realize an annual savings of approximately \$18,000.

Funding for the License Center CIP will come from agent fees derived from the issuance of State licenses and passports.

General Facilities

The 2010-2019 Building Maintenance and Central Garage Capital Investment Plan (CIP) has been developed to identify Building Maintenance and capital purchases necessary to support efficient and safe use of City buildings for Employee's and other user groups. Proper maintenance and timely replacement of building components helps to prolong the useful life of these facilities. The CIP was developed with the Imagine Roseville 2025 goals in mind which gave considerable support for protection and replacement of community assets.

The City buildings are used daily by many different groups. With this extended use of the meeting and conference rooms we have to ensure that all areas are clean, in good working order and condition.

The Building Maintenance areas long range goals include:

- ❖ Continue to meet the needs of city staff and outside groups using facilities
- ❖ Preserve the communities investment in building assets

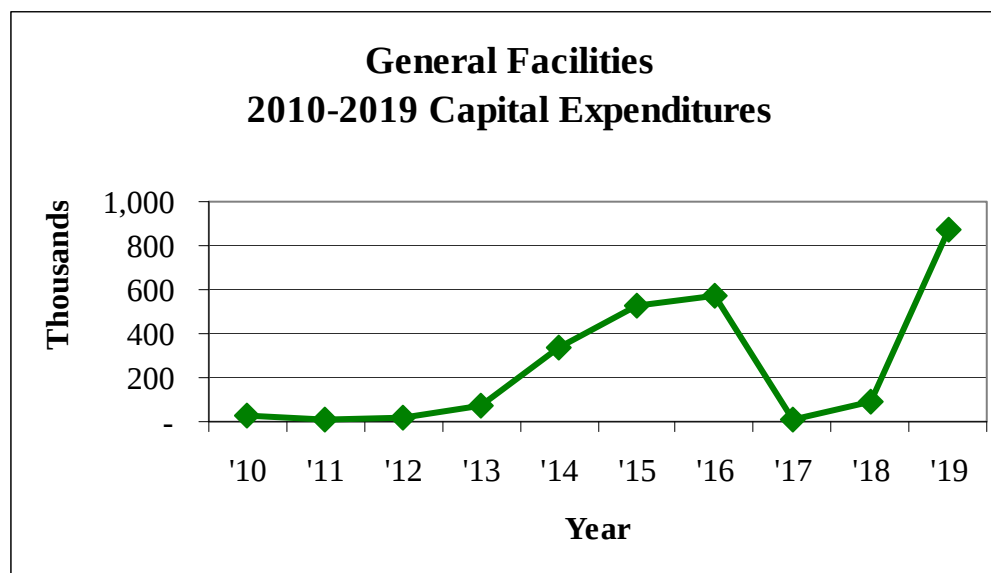
To support these goals building maintenance will need to continue to invest in city building assets. The City's general facilities include; City Hall, Public Works Building, Fire Stations, Central Park and Brimhall gymnasiums, and the Gymnastics facility.

Operational Impacts

Required building maintenance operations will increase due to the increased usage by the community and outside groups. This added usage increase wear and tear of the facilities and equipment and increase utility costs.

Financial Impacts

The 2010-2019 General Facilities Division CIP totals \$2,534,200. A year-by-year summary is depicted below.



The planned replacements of existing capital items will have significant impacts on funding. Additional depreciation should be set aside to anticipate these replacement needs. The larger cost impacts for replacement items starting in 2014 through 2016 are:

- ❖ Building Mechanical Equipment \$ 248,000
- ❖ Roofs for the older sections of City Hall, Public Works, and Fire Station #1 \$ 840,000
- ❖ Miscellaneous Fixtures and Flooring \$ 263,000

Funding will be provided by property taxes.

Police

Officially formed in the early 1950's, with the assigned mission to protect life and property, the Roseville Police Department has expanded not only personnel but the services it offers to the community. Today the department has a staff of 50 sworn officers, seven civilians, four community service officers, and hosts a myriad of volunteer opportunities including reserve officers, citizen's park patrol, Explorers and the Citizens Emergency Response Team (CERT). Because of its proximity to both Minneapolis and St. Paul, the police department sees a variety of criminal activity.

The police department consists of four major divisions: Administration, Patrol, Investigations, and Community Service. All employees of the department report to Chief of Police Carol M. Sletner.

The Police Department's Mission Statement is:

We are committed to work as a team with other city departments and our community to provide innovative, effective and efficient service which will improve the quality of life in the City of Roseville.

The Police Department's Vision Statement is:

We are committed to:

Service; We will provide quality service and protection to all people in an efficient, effective and innovative manner.

Integrity; We will uphold the public trust through honest, consistent and forthright interaction with all people, fostering and maintaining the highest ethical standards.

Respect; We will treat all persons with courtesy, dignity, and respect while upholding the constitutional rights of all people; we will temper all actions with compassion and understanding.

The philosophy of the Roseville Police Department is contained in the Mission and Value Statements, which were developed by the department. It is understood employees of this department will act in good faith, always do their best and use high level professional judgment.

In an effort to achieve established goals and objectives, the Police Department has developed the following action plans, proposing implementation in the years 2008-2011 (not in order of priority).

- ❖ 2008 -- Develop multi-lingual informational media to increase awareness and communication with the non-English speaking community
- ❖ 2008 -- Increase electronic communication with the community to improve efficiency in dissemination of pertinent information

- ❖ 2008 -- Actively pursue the implementation of a records management system that better fits the needs of this department
- ❖ 2008 -- Digitize the department's policy/procedure manual
- ❖ Send one officer each year to Spanish speaking immersion training
- ❖ 2009 -- Add a second officer dedicated to traffic enforcement to enhance public safety and educational efforts (will require an additional equipped squad)
- ❖ 2009 -- Add a third records technician (a 2007 study of law enforcement agencies of similar size showed the Roseville Police Department is critically understaffed in the records area)
- ❖ 2009 -- Encourage the City to create a full-time Emergency Management Director civilian position and remove responsibility from police department
- ❖ 2009 -- Implement a crime mapping program for both internal and external distribution—for the community to access through city's website
- ❖ 2009 -- Expand proactive posture in our policing and the community by the addition of a Problem Oriented Policing Unit (POP)—one sergeant and three officers to be proactive in developing relationships and partnerships in the community thereby preventing crime
- ❖ 2010 -- Code Enforcement Liaison Officers—two officers from the day crew would assist city code enforcement officers with problem dwellings
- ❖ 2010 -- Add a commercial patrol officer to proactively police major mall areas (new position request)
- ❖ 2010 -- Create a second lieutenant's position to improve service to the community and allow for additional promotional opportunities within the department (new position request)
- ❖ 2011 -- Add a fifth, permanent, part-time "Administrative CSO" or Police Cadet

The Police Department has further developed the following long-term goals and priorities:

- ❖ Continue to develop and promote police and community interaction
- ❖ Continue to develop community-based informational programs and tools
- ❖ Continue to provide department employees the resources necessary to best serve the community and the public
- ❖ Continue to provide all required and pertinent training to peace officers
- ❖ Continue to develop methodologies/agreements that promote data sharing with other law enforcement agencies

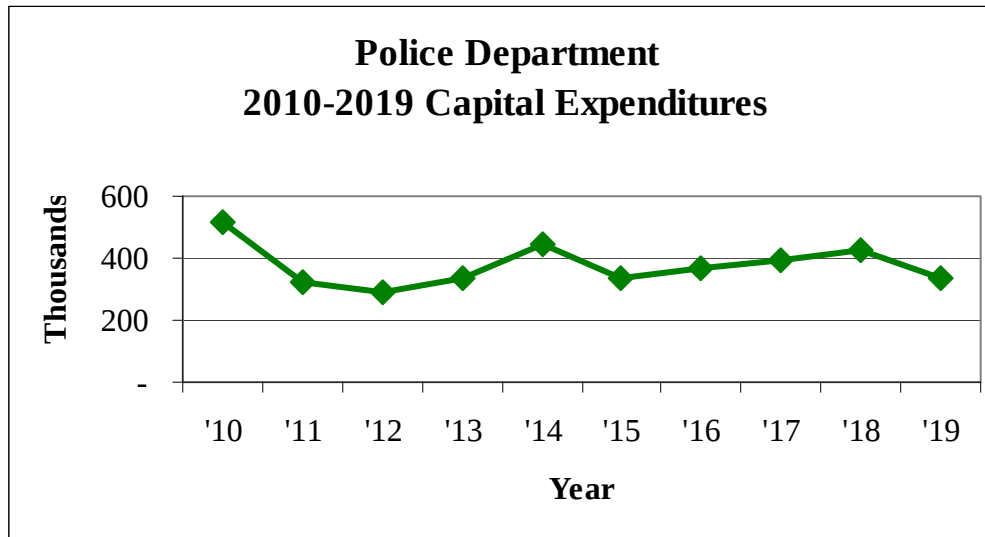
These goals and priorities will provide a guide in making resource allocation decisions for future budget requirements and employee deployment.

The Department is requesting six additional sworn staff over the next ten year period: four sworn personnel to form a Problem Oriented Policing Unit (POP) to develop relationships and partnerships in the community; a second lieutenant's position to improve service to the community and allow for additional promotional opportunities within the department; a commercial patrol officer to proactively police major mall areas; a part-time records technician to ensure police reports and stats are expeditiously reviewed and available; a fifth, permanent, part-time "Administrative CSO" or Police Cadet; two additional fully-equipped marked squads to support the POP Unit; five speed notification units as requested by City Council to make the

public aware of speed; a digital interview room (to be in compliance with court requirements); and surveillance cameras in the department's marked fleet.

Financial Impacts

The 2010-2019 Police Department Division CIP totals \$3,776,470. A year-by-year summary is depicted below.



The planned capital purchases will require approximately \$20,000 in additional on-going operating costs for motor fuel, vehicle and equipment depreciation, and software replacement. Funding will be provided by property taxes and other General Fund revenues.

Fire

The mission of the Roseville Fire Department is to remain dedicated, compassionate and caring professionals, providing services that improve the quality of life for our community. The Fire Department Capital Improvement Plan (CIP) was developed to identify capital purchases to support fire department operations.

This CIP was developed with consideration to the changes that have taken place within the fire department both internally and services provided. The plan also takes into consideration standard practices and performance benchmarks of the International City/County Manager's Association (ICMA), the Center for Public Safety Excellence (CPSE), the National Fire Protection Association (NFPA), and the Occupational Safety & Health Administration (OSHA).

The Fire Department's top strategic goals and priorities include:

- ❖ Firefighter Safety: Ensuring firefighters operate with the highest consideration to their safety by making it the department's highest priority to provide:
 - Well-trained, consistent, predictable, and appropriate levels of on-duty staffing.
 - Well-trained, consistent, predictable, and professional supervision.
 - High quality and well-maintained equipment and apparatus.
 - Appropriate levels of staffing to allow the department to meet national staffing and response time standards.
 - Appropriate training programs to ensure firefighters are well-prepared and practiced to safely provide services.
- ❖ Emergency Response: Ensuring the fire department has the proper capital assets to serve the community now, and into the future to provide an efficient and effective response. This includes:
 - Evaluation of the current three station model, by taking steps to reduce the number of stations and make strides towards replacing the older out dated buildings.
 - The proper number of vehicles, which allow the department to meet response time and performance standards.
- ❖ Customer Satisfaction: Ensure the fire department is able to provide all services (i.e., emergency services, prevention programs, inspections, investigations, plan review, including services and training for other departments of the city).

Operational Impacts

The fire department's three fire stations are among the city's oldest buildings. Very limited investments in repairs and upkeep to the stations over the years have left the buildings needing significant capital investment. Station 1 was built in the 1930's. Station 2 was built in the 1960's. Station 3 was constructed in the early 1970's. Two of the stations have had mold remediation and one fire station has a current mold issue. A fire station location, equipment and staffing study was completed in the spring of 2008. Given the economic challenges faced over the past year and the gloomy outlook for 2010 the fire department has tabled discussions related to a possible new fire station, but believe this discussion needs to be part of the 2011 budget and city goal setting discussions.

Thus, the fire department's capital improvement plan is a two-part document, detailing the capital needs if the department continues to operate three fire stations under the current configuration and a second plan that depicts the capital needs if the department transitions to a one or two-station configuration.

While this document addresses the fire department's capital needs, consideration should also be given to the significant operational savings (e.g., energy costs, fuel, repairs and maintenance) that can be achieved under a two-station configuration. This will be especially prevalent if the capital plans include new building(s).

2009 Capital Reductions

The fire department placed fire station #2 in a reserve status as of January 2009, and has sold Ladder 28 resulting in a future reduction in capital vehicle replacement of more than a million dollars.

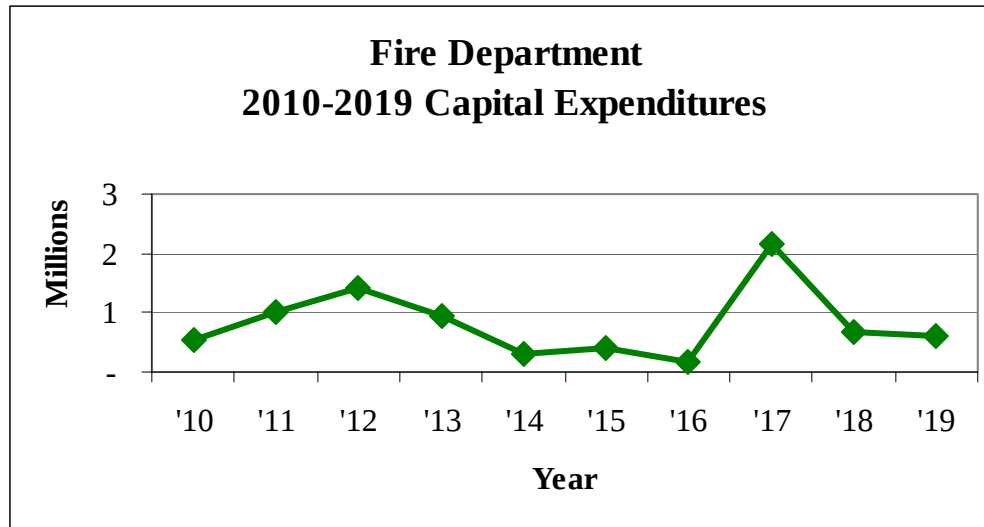
Performance Benchmarks

The performance benchmarks that are impacted by the fire department's capital assets include:

1. Response Times:
 - a. Call processing time under 60 seconds.
 - b. Staff turnout time under 60 seconds.
 - c. Staffed engine arrival under 5 minutes.
 - d. Staffed medical unit arrival under 5 minutes.
 - e. Full first alarm assignment arrival (2 engines, 1 ladder, and 1 chief under 8 minutes.
2. Staffing
 - a. 24-hour coverage of 1 fully-trained advanced-EMT shift supervisor.
 - b. 24 hour coverage of 4 fully-trained firefighters, with 2 being trained as advanced EMTs.
 - c. FTE per 1,000 population served of 1.67.
3. Training
 - a. Maintain and exceed training requirements and expectations from the MN EMSRB.
 - b. Maintain and exceed training requirements and expectations from the MNFSCB/NFPA.
 - c. Perform multiple live fire training opportunities annually to maintain firefighter skills.
 - d. Continuously refresh hazardous materials, WMD, and OSHA-mandated training.

Financial Impacts

The 2010-2019 Fire Department CIP totals \$8,217,800. A year-by-year summary is depicted below.



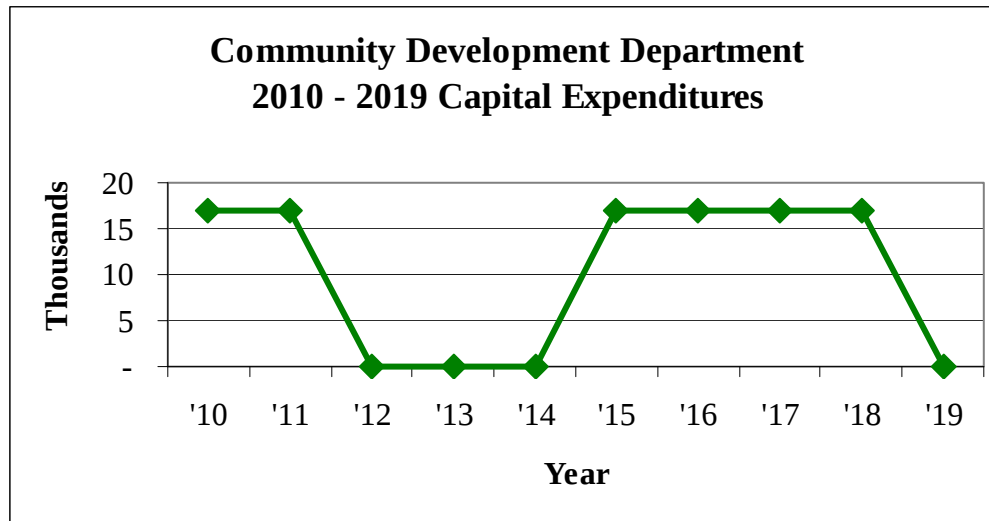
Funding will be provided by property taxes and other General Fund revenues.

Community Development

The Community Development Department is requesting a total of \$17,000 in 2010 and 2011 to replace an inspector's vehicle. Replacement of the vehicle is based on a 4-year replacement schedule. The new vehicle purchases will be for the most fuel efficient vehicle that the City budgets can accommodate.

Financial Impacts

The 2010-2019 Community Development Department CIP totals \$102,000. A year-by-year summary is depicted below.



Funding will be provided by building permits and plan review fees.

Public Works Administration

The 2010-2019 Public Works Administration/Engineering division Capital Investment Plan (CIP) has been developed to identify needs to support the engineering function. The CIP was developed to support the intent of the Imagine Roseville 2025 goals to meet staff and Community needs.

The Public Works Administration and Engineering division provides for planning, design, construction, and maintenance of infrastructure. As built records are maintained for city infrastructure and the division also provides for city GIS mapping services. The division also ensures compliance with a host of regulatory requirements including storm water and environmental areas.

The Public Works Administration and Engineering divisions long range goals include:

- ❖ Manage the replacement and rehabilitation of city infrastructure
- ❖ Meet the regulatory goals of watershed districts and others for infiltration and control of storm water.
- ❖ Provide excellent customer service in providing engineering services to the community

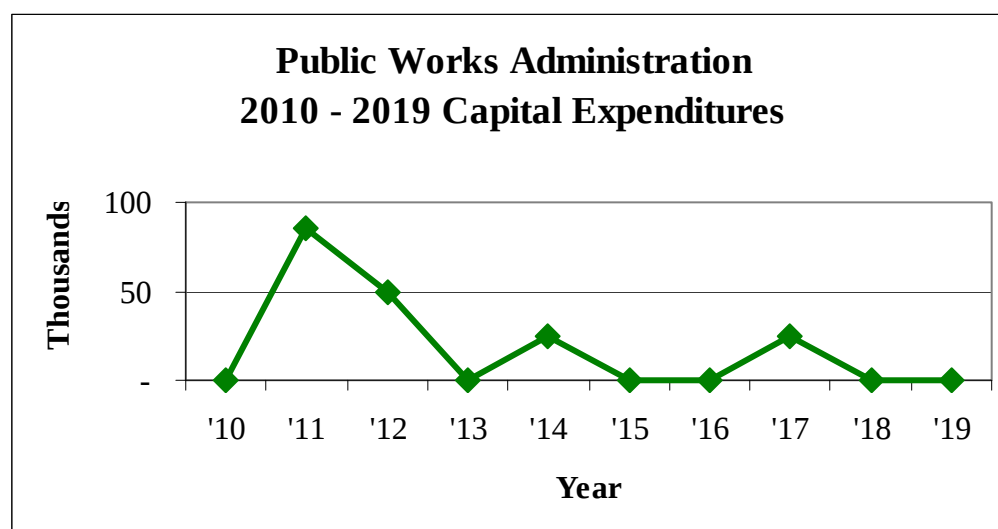
To support these goals we will need to replace the existing complement of vehicles, survey equipment, computers, and printers used in the provision of these services.

Operational Impacts

Other regulatory agencies have an impact on operational needs due to regulation enforcement at the local level. An additional vehicle may be needed if additional staff is employed to meet these needs. The city also has aging utility infrastructure in need of rehabilitation or replacement requiring additional engineering services.

Financial Impacts

The 2010-2019 Public Works Administration Division CIP totals \$185,000. A year-by-year summary is depicted below.



The planned replacements of existing capital items will not have significant impacts on future operating costs. The larger cost impacts for replacement items are; vehicles at \$110,000, and survey and office equipment at \$75,000. Funding will be provided by property taxes and other General Fund revenues.

Streets

The 2010-2019 Streets Division Capital Investment Plan (CIP) has been developed to identify needs to maintain the street system to a level that is safe and meets expectations of the motoring public. The CIP was developed to support the intent of the Imagine Roseville 2025 goals and strategies that indicated support for maintaining infrastructure to reasonable standards.

The Streets Division provides for the maintenance of streets and right of ways. This includes pavement maintenance, snow and ice control, traffic and informational signage and messages, and boulevard trees and streetscapes. Street Division long range goals include:

- ❖ Provide for the preventative pavement maintenance, snow and ice control, and boulevard tree maintenance on all city streets to provide safe travel and to maximize the public investment in street infrastructure.
- ❖ Maintain traffic control signs and messages for the efficient and safe flow of vehicles.
- ❖ Support livable communities' principles through well maintained streetscapes.

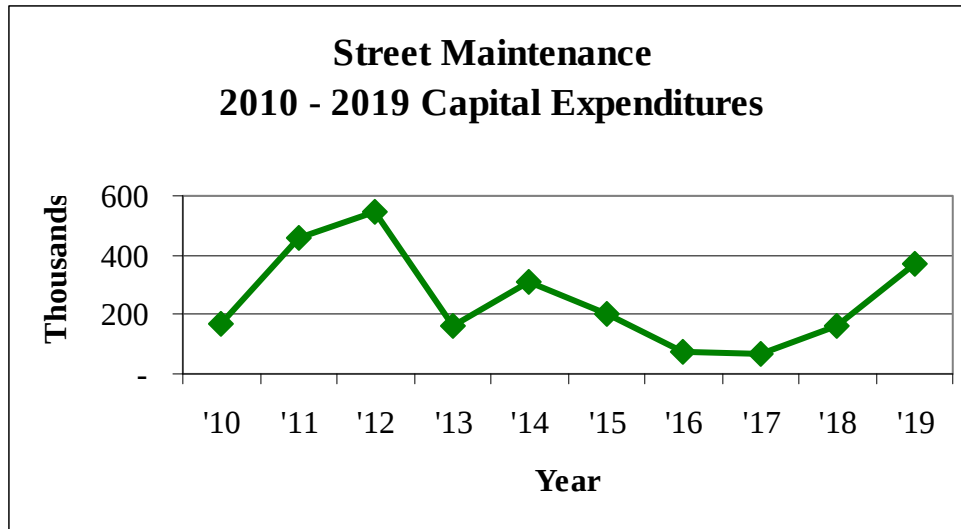
To support these goals we will need to replace existing equipment and traffic control signage at the end of its useful life. The majority of the CIP items related to this division are for replacement purposes.

Operational Impacts

The majority of the costs indicated in the Capital Improvement Plan for this area is for replacement of existing equipment and should not have significant operational impacts if reasonable replacement schedules are continued. Planned replacement reduces down time due to equipment failures and prevents gaps in service. Recent excessive increases in energy costs are having significant inflationary impacts on replacement costs. Street sign retro reflectivity standards requirements are increasing initial replacement costs but have little effect from a life cycle cost perspective.

Financial Impacts

The 2010-2019 Streets Division CIP totals \$2,523,940. A year-by-year summary is depicted below.



The replacement costs for Street Division equipment and street signs will need to be updated annually to ensure adequate funding is in place due to energy cost related manufacturing inflation. The major cost impacts for this area are; street signage at \$160,000, and vehicle and equipment replacement at \$2,300,000.

Funding will be provided by property taxes and MSA monies.

Pavement Management System Division

The 2010-2019 Pavement Management Capital Investment Plan (CIP) has been developed to identify needs to maintain the city's 123 mile street system to a pavement condition that is safe and meets expectations of the users. The CIP was developed to support the intent of the Imagine Roseville 2025 goals and strategies that indicated support for maintaining infrastructure to reasonable standards.

The Engineering Division manages the planned rehabilitation and replacement of street pavement infrastructure. The Pavement Management long range goals include:

- ❖ Provide for the rehabilitation and or replacement of city street infrastructure in accordance with the city's pavement management program goals and policies.

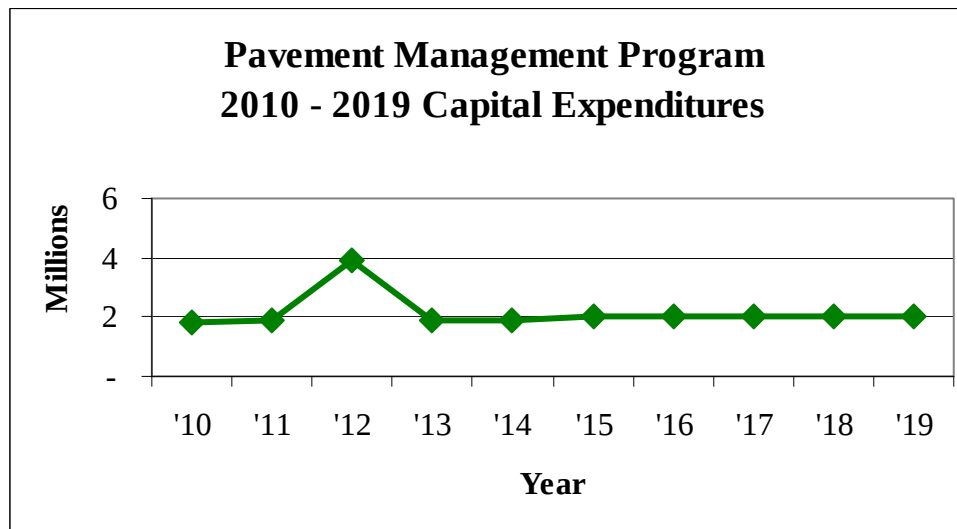
To support these goals we will need to replace existing pavements once condition ratings indicate it is no longer cost effective to continue to maintain the original pavement surface.

Operational Impacts

All of the costs indicated in the Capital Improvement Plan for this area are for replacement and or major maintenance of the city's street system. Recent excessive increases in energy costs are having significant inflationary impacts on pavement replacement and rehabilitation construction costs.

Financial Impacts

The 2010-2019 Pavement Management Division CIP totals \$21,400,000. A year-by-year summary is depicted below.



Pavement replacement costs should be re evaluated frequently as costs change to ensure adequate funding is in place to meet community expectations for this area. The entire capital request for this area is for infrastructure rehabilitation and or replacement. Major cost breakdown for this area is; reconstruct or mill and overlay local streets at \$9,400,000, and reconstruct or mill and overlay MSA streets at \$10,000,000.

Funding will be provided by MSA monies and interest earnings from the City's Infrastructure Replacement Fund. Additional detail on major pavement management capital items is found below.

Pathways and Parking Lots

The 2010-2019 Pathways and Parking Lot Capital Investment Plan (CIP) has been developed to identify needs to maintain the pathway system and city parking lot infrastructure to a level that is safe and meets expectations of the users. The CIP was developed to support the intent of the Imagine Roseville 2025 goals and strategies that indicated support for maintaining infrastructure to reasonable standards.

The Streets Division provides for the maintenance of pathways and parking lot infrastructure. The Pathway and Parking Lot Maintenance long range goals include:

- ❖ Provide for the preventative maintenance and replacement of all pathway and parking lot infrastructure in accordance with the city's pavement management program goals and policies.

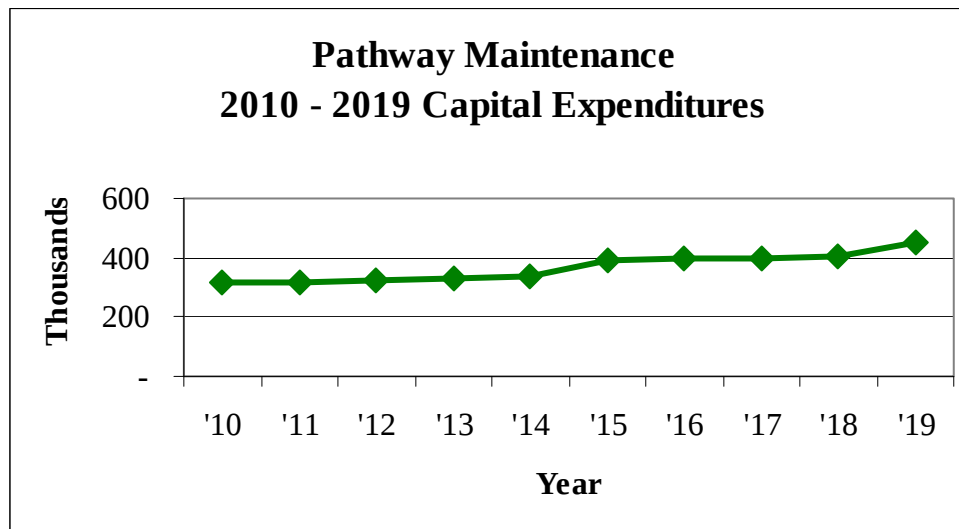
To support these goals we will need to replace existing pavements once condition ratings indicate it is no longer cost effective to continue to maintain the original pavement.

Operational Impacts

All of the costs indicated in the Capital Improvement Plan for this area are for replacement and major maintenance of the city's pathway and parking lots. Recent excessive increases in energy costs are having significant inflationary impacts on replacement and maintenance costs.

Financial Impacts

The 2010-2019 Pathways and Trails Division CIP totals \$3,670,000. A year-by-year summary is depicted below.



The planned replacement of pathway and parking lot infrastructure will need to be re evaluated frequently as costs change to ensure adequate funding is requested to meet community expectations for this area. The entire capital request for this area is for infrastructure replacement. Funding will be provided by property taxes and federal or state grant monies. Additional detail on major pavement management capital items is found below.

Water

The 2010-2019 Water Utility Division Capital Investment Plan (CIP) has been developed to identify needs to ensure proper continuous operation of the water system. The CIP was developed to support the intent of the Imagine Roseville 2025 goals to replace infrastructure when appropriate to minimize potential for failure of these systems.

The Water Utility provides for the operation, maintenance, and replacement of water utility infrastructure. The division also ensures compliance with a host of regulatory requirements in the operation and maintenance of this system.

The Water Utility Division long range goals include:

- ❖ Provide for uninterrupted operation of the water system to ensure the health and welfare of Roseville residents and businesses
- ❖ Meet the regulatory goals of Minnesota Department of Health and other regulatory agencies related to the provision of safe drinking water
- ❖ Provide excellent customer service in the utility area
- ❖ Plan and implement a long term infrastructure replacement plan.

To support these goals we will need to replace the existing complement of vehicles and equipment when they reach the end of their useful life. Infrastructure will be evaluated for appropriate rehabilitation or replacement schedules.

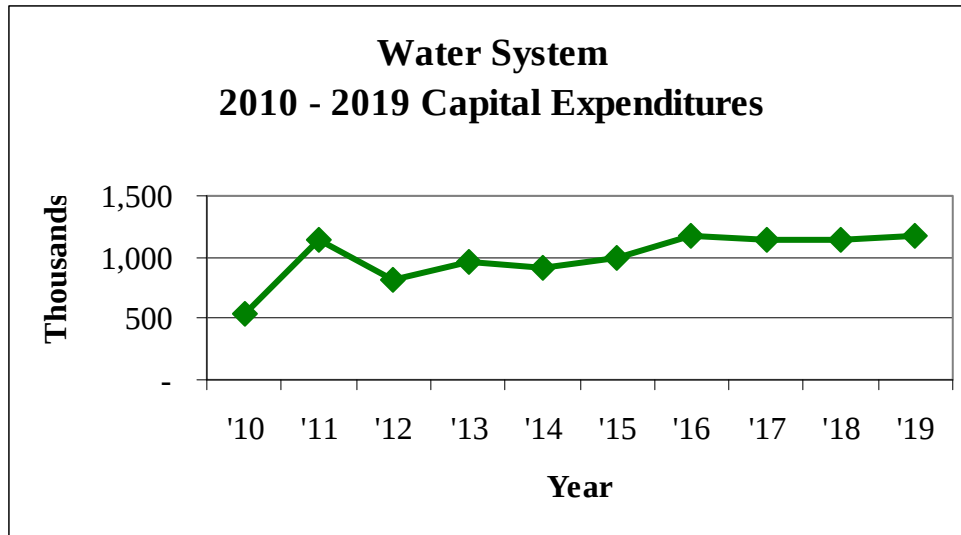
Operational Impacts

The city has over 100 miles of cast iron water mains installed in the 60's and early 70's. Cast iron is prone to breakage due to minor shifts in the ground. It is recommended the city plan for the replacement or rehabilitation of all cast iron main over the next 20 to 30 years. Total cost in today's dollars could exceed 30 million dollars for these mains to be replaced or lined. Technological improvements in pipe lining will help to minimize disruption to street infrastructure and keep restoration costs reasonable on these projects.

Other regulatory agencies have an impact on operational needs due to required compliance at the local level. A long term funding plan is necessary to meet the infrastructure replacement needs. The city will see minimal growth that would affect this system. Capital needs are to support replacement of existing infrastructure and support existing operational equipment.

Financial Impacts

The 2010-2019 Water Division CIP totals \$9,987,300. A year-by-year summary is depicted below.



The planned replacements of existing capital items will have significant impacts on future operating costs and utility rates if they remain the main funding source for the capital improvements. These costs include ramping up replacement of cast iron water main. The larger cost impacts for replacement items are; vehicles at \$227,000, structures and equipment at \$1,200,000, and water main replacements at \$7,600,000.

Funding will be provided by water utility fees. Additional detail on major water capital items is found below.

Sanitary Sewer

The 2010-2019 Sanitary Sewer Division Capital Investment Plan (CIP) has been developed to identify needs to ensure proper continuous operation of the sanitary sewer function. The CIP was developed to support the intent of the Imagine Roseville 2025 goals to replace infrastructure when appropriate to minimize potential for failure of these systems.

The Sanitary Sewer Utility provides for the operation, maintenance, and replacement of sanitary sewer infrastructure. The division also ensures compliance with a host of regulatory requirements in the operation and maintenance of this system.

The Sanitary Sewer Division long range goals include:

- ❖ Provide for uninterrupted operation of the sanitary sewer system to ensure the health and welfare of Roseville residents and businesses.
- ❖ Meet the regulatory goals of Metropolitan Council Environmental Services and other regulatory agencies related to inflow/infiltration reduction and other regulation.
- ❖ Provide excellent customer service in the utility area.
- ❖ Plan and implement a long term infrastructure replacement plan.

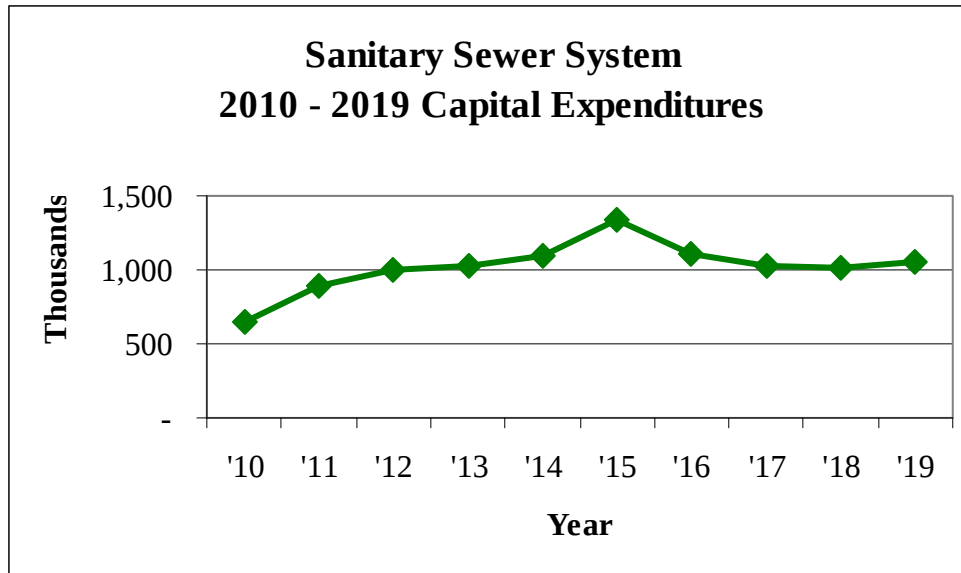
To support these goals we will need to replace the existing complement of vehicles and equipment when they reach the end of their useful life. Infrastructure will be evaluated for appropriate rehabilitation or replacement schedules.

Operational Impacts

Other regulatory agencies have an impact on operational needs due to their required compliance at the local level. A long term funding plan is necessary to meet the infrastructure replacement needs. The city will see minimal growth that would affect this system. Capital needs are to support replacement of existing infrastructure and support existing operational equipment.

Financial Impacts

The 2010-2019 Sanitary Sewer Division CIP totals \$10,216,500. A year-by-year summary is depicted below.



The planned replacements of existing capital items will have significant impacts on future operating costs. These items are historically funded by utility user fees. The larger cost impacts for replacement items are; vehicles at \$443,000, structures and equipment at \$450,000, and sewer main replacements at \$9,250,000.

Funding will be provided by sanitary sewer utility fees. Additional detail on major sanitary sewer capital items is found below.

Storm Sewer

The 2010-2019 Storm Water Division Capital Investment Plan (CIP) has been developed to identify needs to ensure proper storm water drainage and treatment and to protect property from flooding. The CIP was developed to support the intent of the Imagine Roseville 2025 goals to replace infrastructure when appropriate to minimize potential for failure of these systems as well as a high priority on protecting the city's environmental resources.

The Storm Water Utility area provides for the operation, maintenance, and replacement of storm sewer infrastructure. The division also ensures compliance with a host of regulatory requirements in the operation and maintenance of this system.

The Storm Water Utility Division long range goals include:

- ❖ Provide for storm sewer infrastructure to meet the drainage and water quality needs of the city and to protect property from flooding.
- ❖ Meet the regulatory goals of regulatory agencies in the area of storm water management.
- ❖ Provide excellent customer service addressing storm water concerns.
- ❖ Plan and implement a long term infrastructure maintenance and replacement plan.

To support these goals we will need to replace the existing complement of vehicles and equipment when they reach the end of their useful life. Infrastructure will be evaluated for appropriate rehabilitation or replacement schedules.

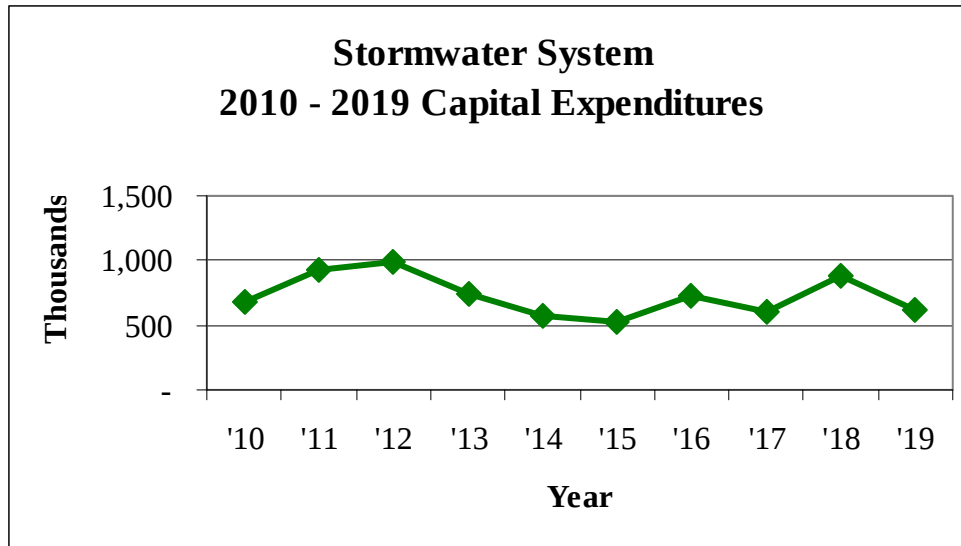
Operational Impacts

The city has over 100 miles of storm sewers and over 5,000 drainage structures. In addition this area is responsible for over 100 ponds, ditches, and wetlands. It is recommended the city plan for the replacement or rehabilitation of storm water infrastructure.

Other regulatory agencies have an impact on operational needs due to required compliance at the local level. Storm water is highly regulated and compliance will have significant capital needs implications. A long term funding plan is necessary to meet the infrastructure replacement needs. The city will see additional increases in impervious areas due to higher planned densities in the future. Capital needs are to support replacement of existing infrastructure and support existing operational equipment as well as meeting additional regulation.

Financial Impacts

The 2010-2019 Storm Sewer Division CIP totals \$7,265,060. A year-by-year summary is depicted below.



The planned replacements of capital items will have impacts on future operating costs and storm water utility rates as they are the main funding source for the capital improvements. These costs include vehicle and equipment replacement, Structures and mains repair and replacement, and storm water ponding and wetland improvements and maintenance. The larger cost impacts for the Capital Improvement Plan are; vehicles and equipment at \$1,206,000, and pond and system improvements and replacement at \$5,600,000.

Funding will be provided by storm sewer utility fees.

Park Maintenance

A brief summary of various park maintenance areas are detailed below.

Playground areas

Parks and Recreation maintains 26 playground areas. The expected useful life of play apparatus is estimated at 13 years. If we were to replace equipment in a timely manner, with a high standard, the city would replace approximately; two per year at an estimated cost of \$75,000 each.

Tennis Courts

Parks and Recreation maintains 17 lighted tennis courts, most in batteries of two. Depending on usage and location, the standard for maintaining tennis courts is that they should be recolor coated every two to five years at a cost of \$5,000 per court, with a complete reconstruct every 10 years at a cost of \$40,000 per court. To maintain our courts to a high standard we should be color coating two per year and reconstruct one annually. Lighting improvements are necessary periodically.

Basketball Courts

Parks and Recreation maintains 8 outdoor courts. Depending on usage and location, the standard for maintaining basketball courts is similar to tennis courts, that they should be recolor coated every two to five years with a complete reconstruct every 10 years. Where applicable, lighting improvements are necessary.

Outdoor Skating/Hockey Rinks

Parks and Recreation maintains hockey rinks in 6 parks. Boards should be replaced every 10 years at a cost of \$5,000 each. Lighting improvements are necessary periodically.

Park Buildings

Parks and Recreation maintains 9 park buildings. 6 of the 9 buildings are from the 60's vintage, and are in significant disrepair. 1 of the 6 has been taken completely out of service and the others are being contemplated. The cost to build a new fully functional Park Building to current Roseville standards is approximately \$400,000. Life span of the new buildings that are primarily concrete, would be indefinite; however, there are still significant maintenance costs including roofing, kitchen equipment and other items that would need to be addressed.

Park Shelters

Parks and Recreation maintains 6 very heavily used park shelters. 3 of the 6 are outdated and should be considered for future replacement. These shelters range from a simple shade structure to full rental facilities with commercial kitchen equipment and restroom facilities. Replacement cost of these shelters would range between \$100,000-\$400,000. Life span of these shelters would be 30 years or more with similar maintenance needs as the Park Buildings.

Fields

Parks and Recreation maintains more than 36 baseball/softball/soccer fields, many that are multi-use and with irrigation systems. These fields have an indefinite lifespan. There is significant maintenance costs associated with keeping these fields maintained to a high standard. Turf costs are continually rising and a full field can cost as much as \$30,000 to replace sod. Irrigation systems also have an indefinite life span but can also have significant maintenance costs.

Lighting in Park Areas and Athletic Fields

Parks and Recreation maintains lighting at 4 softball fields and 2 soccer fields, 7 skating areas, 9 tennis court areas, and pathways around Lake Bennett, in addition to 3 parking lots. Lighting improvements and replacements are required periodically.

Fencing

Parks and Recreation maintains more than 36 baseball/softball/soccer field fencing and backstops in addition to the tennis, and basketball court fencing that needs to be maintained. Fencing life spans vary depending on use; a new fencing system for an average ball field is approximately \$60,000.

Park Signs

Parks and Recreation maintains park signs throughout the city. There are 55 park signs that require replacement and maintenance. Replacement cost is approximately \$2,500.

Pathways and Park Trails

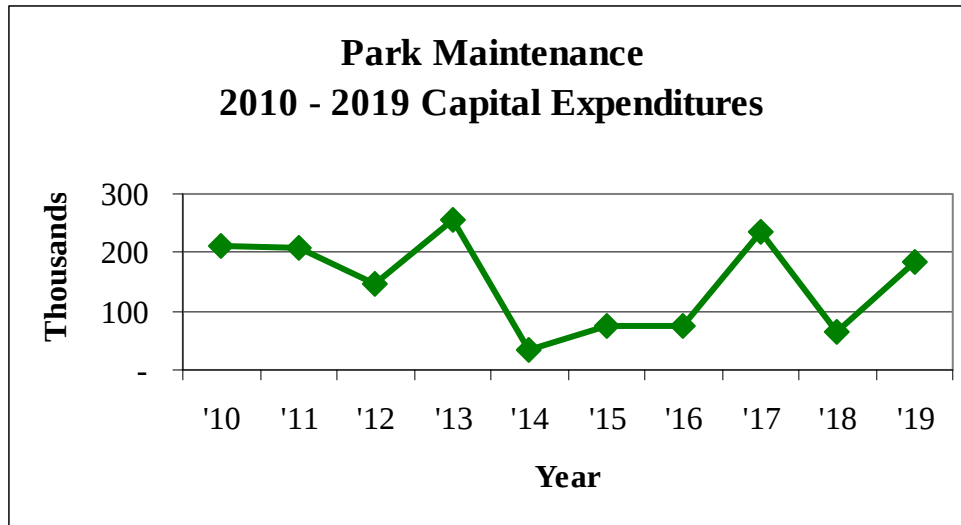
Parks and Recreation maintains and cleans 72 + miles of side walks and park trails, all of which, at times require coordination with the public works dept. for repair.

Natural Areas

Parks and Recreation has numerous natural areas that require maintenance and removal of buckthorn and other invasive species.

Financial Impacts

The 2010-2019 Park Maintenance Division CIP totals \$1,491,400. A year-by-year summary is depicted below.



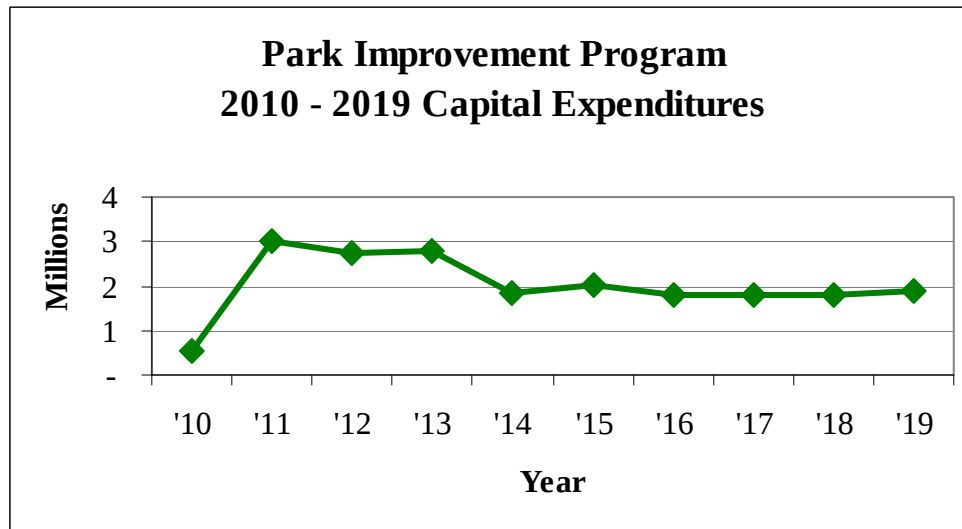
Funding will be provided by property taxes.

Park Improvement Program

The Park Improvement Program identifies major park system improvements involving the replacement of existing assets.

Financial Impacts

The 2010-2019 Park Improvement Division CIP totals \$20,287,000. A year-by-year summary is depicted below.



Funding will be provided by property taxes.

Skating Center

The Roseville Skating Center is a facility made up of many unique components. The facility also has a large number of items that by themselves are not very expensive, but in large quantities are significant expenditures. The following are items that are currently and integral part of the skating center operation:

Rental Ice Skates: We currently have about 300 pairs of K2 Ice Ascent rental ice skates in use at the Skating Center between the OVAL and the Arena rental areas. The current cost to replace one pair is \$75. We need to begin replacing these skates in groups of 50 or 100 in the very near future. To replace all skates in the current inventory will cost \$22,500.

Rental Inline Skates: We currently have approximately 125 pairs of inline rental skates in the OVAL. The replacement cost of each pair of inline skates is currently \$60. The inline skate inventory is currently in good condition and we will continue to maintain them as long as parts remain available. To replace all skates in the current inline inventory will cost \$ 7,500.00.

Skate Park: The Skate Park that operates during the summer on the OVAL is approximately 15 years old. Each year individual pieces are repaired as needed. In the near future several pieces will need to be replaced. There are currently 17 pieces of equipment that vary in cost from approximately \$4,000 to \$8,000 each. Total replacement cost of the Skate Park is estimated at \$102,000 based on the average cost of \$6,000 per piece.

OVAL Perimeter Pads: These pads are attached to the fencing surrounding the OVAL ice surface. They cushion skaters who may fall while skating competitively on the OVAL track. There are 290 pads of a variety of sizes that provide this safety protection around the track. The pads have been maintained and repaired individually and are in fair condition. Replacement should be considered in the next few years. A full replacement would be approximately \$40,600.

OVAL Black Divider Pads: These pads are used to divide the hockey rinks on the interior of the OVAL. There are currently 40 black pads in use. These pads are in good condition at this time and have a number of years of useful life remaining. A replacement of all black divider pads would be approximately \$7,500.

OVAL Red Divider Pads: These pads are used to separate the infield and track of the OVAL when programming is different for each portion. The pads are going to be re-built in 2008. By repairing them before they are unusable, we have saved more than half of the cost of a full replacement by being able to re-use the foam inside the pads. We currently have 85 pads in service. The cost to fully replace the pads would be \$ 16,150, or \$190 each.

Bandy Boards: These unique boards serve as the perimeter barrier of the bandy rink. We have 48 boards. They are currently in good condition. These boards must be purchased from a Swedish manufacturer or custom made in the United States. The estimated cost is \$200 per board. The cost to replace all boards is \$9,600.

Banquet Tables: The Skating Center has three different sizes of tables in use in the Skating Center Banquet Facility. They are:

8 Foot Banquet Tables – 20 tables in our current inventory. The replacement cost of each 8 foot table is \$105. We need to begin replacing a few of these tables in the near future. A replacement of all 8 foot tables would cost \$2,100

6 Foot Banquet Tables – 12 tables in our current inventory. The replacement cost of each 6 foot table is \$75. We need to begin replacing a few of these tables in the near future. A replacement of all 6 foot tables would cost \$900

5 Foot Round Banquet Tables – 38 tables in our current inventory. The replacement cost of each 5 foot round table is \$105. We need to begin replacing a few of these tables in the near future. A replacement of all 5 foot round tables would cost \$3,990.00

Banquet Chairs: The Skating Center Banquet Facility has a chair inventory of 325 chairs with fabric seats. We have been replacing worn seat backs and cushions as they become damaged. The availability of matching fabric may be questionable in the future. The replacement cost of one chair is \$68. The replacement of all chairs would cost \$22,100.

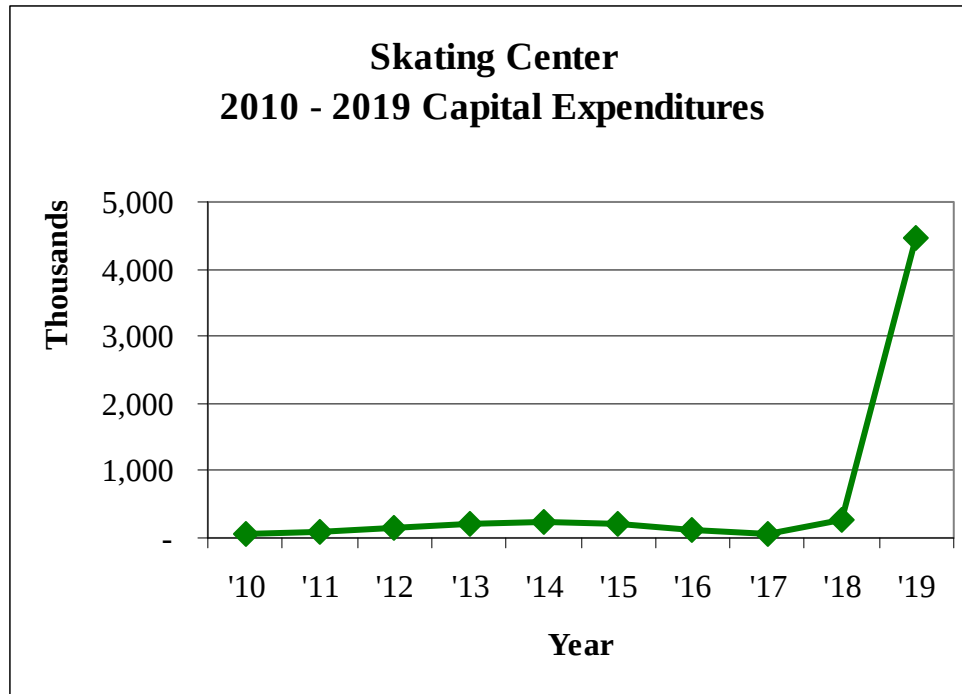
Banquet Facility Blinds: The banquet facility has blinds on 26 windows. The blinds were most recently replaced in December of 2006 for \$8,200.

Banquet Facility Carpet: The Banquet Facility has approximately 5600 square feet, or 625 square yards, of carpeting in the rooms and hallway. At an estimated cost of \$45 per square yard for installed carpeting, full replacement of the banquet room carpeting will cost approximately \$28,125. The existing banquet carpeting was installed in 1999.

Banquet Facility Wallpaper: The banquet facility has a large amount of wallpaper on the walls of the rooms. The exact square footage of wall space is unknown because of windows, doors, etc. It is estimated at 1500 square feet. Pricing is difficult to obtain without getting a formal quote due to all of the objects to work around. The existing banquet wallpaper was installed in 1999.

Financial Impacts

The 2010-2019 Skating Center Division CIP totals \$5,884,500. A year-by-year summary is depicted below.



Funding will be provided by property taxes and other Skating Center revenues.

Golf Course

Roseville Cedarholm Golf Course has been a part of the City's Recreation Department since 1968. The club house is used for many functions year round including parties, company meetings, weddings and various classes. The course is used primarily for two functions including golf in the summer and cross country skiing during the winter months.

Club House: the building was used as a model home prior to being moved to the current site. There were several structure improvements added in late 80's and remodel again in the early 90's. The rest rooms currently do not meet ADA requirements and kitchen operation is under review. A remodel of the club house is anticipated to be coming soon to include carpet, tile and relocation of the counter operations, venting systems, etc. The estimated cost of the clubhouse replacement is \$700,000 – \$1,000,000.

Irrigation System / Pump House: The current irrigation system is a combination of three systems: one installed in the 1960's, a second was an update from manual to an automatic system in 1988 and 3rd was in 1995 with newly installed pipe and heads on seven greens. Many of the heads and controls are in need of replacement. Cost estimate depends on the extent of work and is anticipated to be \$30,000.

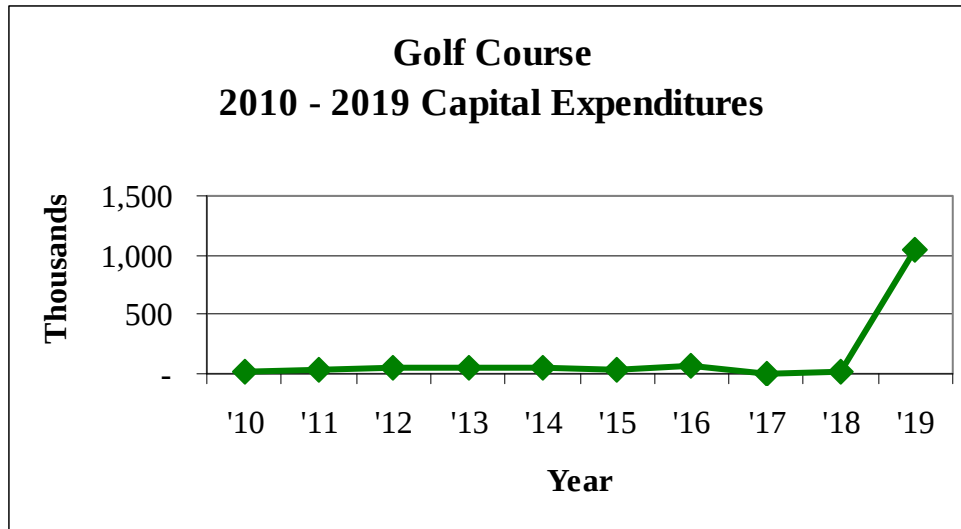
Turf Equipment: Several of the pieces of the turf equipment are due for replacement but not necessarily because they are not useful but rather that parts are becoming increasingly difficult to locate. Because of the limited use of many pieces of equipment at a golf course, it has been the practice to retain equipment longer than a normal scheduled life if it is still safe, functional and is not costing an exorbitant amount to maintain.

Golf Course Amenities: There are several golf course amenities that are in the need of replacement or updating due to their age and code updates, including: the gas pump and tank, pump that was installed in 1960's, shelters located on the course. The anticipated cost is \$30,000.

Maintenance Shop: The turf maintenance shop is a double wide four car garage with a small heated office/shop located on one end. The facility has no restroom or water and was structurally damaged in 1981 by a tornado. The shop is limited on storage and equipment space. Estimated replacement cost \$250,000-\$450,000

Financial Impacts

The 2010-2019 Golf Course Division CIP totals \$1,380,300. A year-by-year summary is depicted below.



Funding will be provided by Golf Course revenues.

Item: **Fiber Master Plan**
 Year: 2010-2019
 Status: Unfunded

Division: Finance
 Cost: \$100,000 annually

Description:

The Fiber Master Plan calls for the installation of a municipal-owned fiber optic network to connect all city-owned and other governmental facilities within Roseville. It is proposed that the City construct a half-mile segment of fiber per year at a cost of approximately \$100,000.

Justification:

A municipal-owned fiber network will ensure data and voice connectivity amongst governmental facilities that are currently relying on Comcast-provided fiber and will allow the City to extend services to facilities that have no fiber connectivity. The future uncertainty of having access to Comcast-provided fiber has prompted the need for an alternative solution.

In addition, a municipal-owned fiber network provides an opportunity to pursue public/private partnerships; something this is not available with Comcast-owned fiber.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000
School District	15,000	15,000	15,000	15,000	15,000	75,000
Other	-	-	-	-	-	-
Total Sources	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Expenditures						
Capital installation	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
City tax levy	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000
School District	500	500	500	500	500	2,500
Other	-	-	-	-	-	-
Total Sources	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
Expenditures						
Locates & repairs	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
Other	-	-	-	-	-	-
Total Expenditures	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500

Item: **License Center Facility**
 Year: 2012
 Status: \$200,000 available (projected)

Division: Finance
 Cost: \$650,000

Description:

The City currently leases 3,330 square feet of store space in the Lexington Shopping Center, immediately North of Fire Station #1. While the City is enjoying below-market lease terms for 2008, beginning in 2009 the lease agreement will require a significant increase in rent. Beginning in 2009, the City expects to pay \$57,000 annually, with \$3,000 annual increases thereafter. Given these amounts, it is arguably in the City's best interest to either acquire or construct a city-owned facility (perhaps a multi-purpose facility) to house the License Center.

Justification:

Financing for the new facility (less existing cash reserves) is expected to require an annual debt service payment of \$45,000 over a 10-year period beginning in 2013. However, current lease payments are expected to be \$63,000 during that same year. With a new facility, the City would forgo these payments and realize an annual savings of approximately \$18,000.

Funding for a new License Center facility will come from agent fees derived from the issuance of State licenses and passports.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Deputy Registrar Fees	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -
Cash reserves	-	-	200,000	-	-	-
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -
Expenditures						
Capital construction	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Deputy Registrar Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. With a new facility, the City expects to realize operational savings and those savings are noted above.

Item: **Roof Replacements**
 Year: 2014 - 2016
 Status: Unfunded

Division: General Facilities
 Cost: \$840,000

Description:

Based on estimated useful lives, roof replacements will be needed for the City Hall, Public Works Garage, and Fire Station #1.

Justification:

To preserve the value of City facilities, regular investment in major components such as the roof will be needed.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 700,000
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 700,000
Expenditures						
Capital renovation	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 700,000
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 700,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Community Gymnasiums**
 Year: 2011 - 2019
 Status: Unfunded

Division: General Facilities
 Cost: \$220,300

Description:

Based on estimated useful lives, renovations will be needed for the Brimhall and Central Park Elementary gymnasiums as well as the Gymnastics Center. The City shares renovation costs with the Roseville School District. The amounts shown below depict the City's proportionate share.

Justification:

To preserve the value of City facilities, regular investment in major components will be needed. These facilities are currently used for Parks & Recreation programming.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ 5,000	\$ 14,500	\$ 5,000	\$ 95,800	\$ 100,000
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ 5,000	\$ 14,500	\$ 5,000	\$ 95,800	\$ 100,000
Expenditures						
Capital renovation	\$ -	\$ 5,000	\$ 14,500	\$ 5,000	\$ 95,800	\$ 100,000
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 5,000	\$ 14,500	\$ 5,000	\$ 95,800	\$ 100,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Police Vehicle Replacements**
 Year: 2010 - 2019
 Status: \$1,400,000 available (projected)

Division: Police
 Cost: \$2,396,870

Description:

The Police Department has 27 vehicles in its fleet. The Department typically replaces six marked squad cars and two unmarked vehicles each year. In addition, the Department also plans to replace a CSO vehicle every four years. Two new car additions are also planned over the next 10 years.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 246,095	\$ 217,095	\$ 239,095	\$ 279,055	\$ 217,095	\$ 1,198,433
Other	-	-	-	-	-	-
Total Sources	\$ 246,095	\$ 217,095	\$ 239,095	\$ 279,055	\$ 217,095	\$ 1,198,433
Expenditures						
Capital replacement	\$ 246,095	\$ 217,095	\$ 239,095	\$ 279,055	\$ 217,095	\$ 1,198,433
Other	-	-	-	-	-	-
Total Expenditures	\$ 246,095	\$ 217,095	\$ 239,095	\$ 279,055	\$ 217,095	\$ 1,198,433

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Fire Vehicle Replacements**
 Year: 2010 - 2019
 Status: \$1,400,000 available (projected)

Division: Fire
 Cost: \$3,659,000

Description:

The Fire Department has 11 vehicles in its fleet. The Department typically replaces administrative vehicles every 10 years, whereas other service vehicles can last in excess of 20.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 480,000	\$ 126,000	\$ 575,000	\$ 55,000	\$ -	\$ 2,423,000
Other	-	-	-	-	-	-
Total Sources	\$ 480,000	\$ 126,000	\$ 575,000	\$ 55,000	\$ -	\$ 2,423,000
Expenditures						
Capital replacement	\$ 480,000	\$ 126,000	\$ 575,000	\$ 55,000	\$ -	\$ 2,423,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 480,000	\$ 126,000	\$ 575,000	\$ 55,000	\$ -	\$ 2,423,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Inspections Vehicle Replacements**

Division: Community Development

Year: 2010 - 2019

Cost: \$102,000

Status: \$102,000 available (projected)

Description:

The Community Development Department has 4 vehicles in its fleet and typically replaces them every four years.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ 68,000
Other	-	-	-	-	-	-
Total Sources	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ 68,000
Expenditures						
Capital replacement	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ 68,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 17,000	\$ 17,000	\$ -	\$ -	\$ -	\$ 68,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Engineering Vehicle Replacements**

Division: Public Works

Year: 2010 - 2019

Cost: \$110,000

Status: \$60,000 available (projected)

Description:

The Engineering Department has 2 vehicles in its fleet and typically replaces them every ten years. The Department is requesting to add a vehicle to the fleet in 2010.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ 25,000	\$ 35,000	\$ -	\$ 25,000	\$ 25,000
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ 25,000	\$ 35,000	\$ -	\$ 25,000	\$ 25,000
Expenditures						
Capital replacement	\$ -	\$ 25,000	\$ 35,000	\$ -	\$ 25,000	\$ 25,000
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 25,000	\$ 35,000	\$ -	\$ 25,000	\$ 25,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant in operational costs.

Item: **Street Lighting**
 Year: 2010 - 2019
 Status: Unfunded

Division: Public Works
 Cost: \$70,000

Description:

City-owned street light poles will require replacement at the end of their useful lives. Poles along the Prior/Perimeter Drive and Co Road B2 Bridge segments have been identified as being in need of replacement.

Justification:

See above description.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Expenditures						
Capital replacement	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Street Vehicle Replacement**
Year: 2010 - 2019
Status: \$1,300,000 available (projected)

Division: Public Works
Cost: \$2,170,440

Description:

The Street Department has 35 vehicles and rolling stock in its fleet. It typically replaces these capital items every ten years.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 145,000	\$ 306,000	\$ 463,000	\$ 162,740	\$ 297,200	\$ 796,500
Other	-	-	-	-	-	-
Total Sources	\$ 145,000	\$ 306,000	\$ 463,000	\$ 162,740	\$ 297,200	\$ 796,500
Expenditures						
Capital replacement	\$ 145,000	\$ 306,000	\$ 463,000	\$ 162,740	\$ 297,200	\$ 796,500
Other	-	-	-	-	-	-
Total Expenditures	\$ 145,000	\$ 306,000	\$ 463,000	\$ 162,740	\$ 297,200	\$ 796,500

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Fuel Pumps**
 Year: 2010 - 2019
 Status: Unfunded

Division: Public Works
 Cost: \$106,000

Description:

The City's fuel pumps are expected to require capital maintenance over the next four years.

Justification:

Properly working fuel pumps are necessary to keep the City's fleet operational.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 16,000	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000
Other	-	-	-	-	-	-
Total Sources	\$ 16,000	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000
Expenditures						
Capital replacement	\$ 16,000	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 16,000	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant in operational costs.

Item: **Pavement Management**
 Year: 2010 - 2019
 Status: \$21,400,000 available (projected)

Division: Public Works
 Cost: \$21,400,000

Description:

The Pavement Management long range goal is to; provide for the rehabilitation and or replacement of city street infrastructure in accordance with the city's pavement management program goals and policies.

To support these goals we will need to replace existing pavements once condition ratings indicate it is no longer cost effective to continue to maintain the original pavement surface.

Pavement replacement costs should be re evaluated frequently as costs change to ensure adequate funding is in place to meet community expectations for this area. The entire capital request for this area is for infrastructure rehabilitation and or replacement. Major cost breakdown for this area is; reconstruct or mill and overlay local streets at \$9,400,000, and reconstruct or mill and overlay MSA streets at \$10,000,000.

Justification:

The City street network currently is comprised of 123 miles of paved streets, of which 28 miles are MSA supported. The City employs software to help track maintenance and assign a pavement condition index rating to help guide the City's maintenance and replacement program.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 1,800,000	\$ 1,900,000	\$ 3,900,000	\$ 1,900,000	\$ 1,900,000	\$ 10,000,000
Other	-	-	-	-	-	-
Total Sources	\$ 1,800,000	\$ 1,900,000	\$ 3,900,000	\$ 1,900,000	\$ 1,900,000	\$ 10,000,000
Expenditures						
Capital replacement	\$ 1,800,000	\$ 1,900,000	\$ 3,900,000	\$ 1,900,000	\$ 1,900,000	\$ 10,000,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 1,800,000	\$ 1,900,000	\$ 3,900,000	\$ 1,900,000	\$ 1,900,000	\$ 10,000,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Pathway Maintenance**
 Year: 2010 - 2019
 Status: \$1,400,000 available (projected)

Division: Public Works
 Cost: \$1,870,000

Description:

The City pathway network is comprised of 72 miles of paved trails and sidewalks. The City also has 41 paved parking lots at various facilities and parks. The City employs a Pavement Management System to track maintenance and assign a pavement condition index rating which is used to determine which segments need maintenance and/or replacement.

Justification:

To maintain the City's pathways and parking lots at current service levels will require sustained reinvestment.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 165,000	\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 995,000
Other	-	-	-	-	-	-
Total Sources	\$ 165,000	\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 995,000
Expenditures						
Capital replacement	\$ 165,000	\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 995,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 165,000	\$ 170,000	\$ 175,000	\$ 180,000	\$ 185,000	\$ 995,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** Not applicable. Operational costs are shown above as capital costs.

Item: **Pathway Construction**
 Year: 2010- 2019
 Status: Unfunded

Division: Public Works
 Cost: \$1,800,000

Description:

The City pathway network is comprised of 72 miles of paved trails and sidewalks, however several new sections have been identified to complete interconnects.

Justification:

To improve the City's pathways and parking lots, new investments will be needed.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,050,000
Other	-	-	-	-	-	-
Total Sources	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,050,000
Expenditures						
Capital replacement	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,050,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,050,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$7,500
Other	-	-	-	-	-	-
Total Sources	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
Expenditures						
Other	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500
Total Expenditures	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 7,500

Item: **Water Vehicle Replacements**
Year: 2010 - 2019
Status: \$227,500 available (projected)

Division: Water
Cost: \$227,500

Description:

The Water Department has 12 vehicles and rolling stock in its fleet. All of which are generally replaced on a 10-year replacement schedule.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 55,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 142,500
Other	-	-	-	-	-	-
Total Sources	\$ 55,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 142,500
Expenditures						
Capital replacement	\$ 55,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 142,500
Other	-	-	-	-	-	-
Total Expenditures	\$ 55,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 142,500

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Water Main Replacement**
Year: 2010 - 2019
Status: \$7,600,000 available (projected)

Division: Public Works
Cost: \$7,600,000

Description:

The City water system has over 100 miles of cast iron watermain that is nearing an age of 50 years old. A systematic replacement of lining over the next 30 years is needed to maintain this infrastructure.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 300,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 800,000	\$ 4,800,000
Other	-	-	-	-	-	-
Total Sources	\$ 300,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 800,000	\$ 4,800,000
Expenditures						
Capital replacement	\$ 300,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 800,000	\$ 4,800,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 300,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 800,000	\$ 4,800,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Water Storage Tank**
 Year: 2011
 Status: \$500,000 available (projected)

Division: Public Works
 Cost: \$500,000

Description:

The City's water storage tank was rehabilitated in 1995. Recent inspections indicate a need to repaint the structure to preserve the underlying metal and increase longevity. Repainting will also improve the tower's aesthetics.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Expenditures						
Capital replacement	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant in operational costs.

Item: **Water Meter Replacement**
 Year: 2010 - 2019
 Status: \$655,000 available (projected)

Division: Public Works
 Cost: \$655,000

Description:

The American Water Works Association standards suggest that water meters have a useful life of 20 years. The City's Water Meter Replacement Program follows this schedule.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 60,000	\$ 60,000	\$ 60,000	\$ 65,000	\$ 65,000	\$ 345,000
Other	-	-	-	-	-	-
Total Sources	\$ 60,000	\$ 60,000	\$ 60,000	\$ 65,000	\$ 65,000	\$ 345,000
Expenditures						
Capital replacement	\$ 60,000	\$ 60,000	\$ 60,000	\$ 65,000	\$ 65,000	\$ 345,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 60,000	\$ 60,000	\$ 60,000	\$ 65,000	\$ 65,000	\$ 345,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Sewer Vehicle Replacements**
 Year: 2010 - 2019
 Status: \$443,000 available (projected)

Division: Sewer
 Cost: \$443,000

Description:

The Sewer Department has 11 vehicles and rolling stock in its fleet. All of which are generally replaced on a 10-year replacement schedule.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 63,000	\$ 320,000
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 63,000	\$ 320,000
Expenditures						
Capital replacement	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 63,000	\$ 320,000
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ 63,000	\$ 320,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Sanitary Sewer Main Replacement**

Division: Public Works

Year: 2010 - 2019

Cost: \$8,800,000

Status: \$8,800,000 available (projected)

Description:

The City's sanitary sewer system has over 100 miles of clay tile sewer main that is nearing the age of 50 years. To maintain current service levels, the City will need to systematically replacement or line these mains over the next 30 years. Service and maintenance records are used to assist in determining which segments to replace first.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 400,000	\$ 600,000	\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000
Other	-	-	-	-	-	-
Total Sources	\$ 400,000	\$ 600,000	\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000
Expenditures						
Capital replacement	\$ 400,000	\$ 600,000	\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 400,000	\$ 600,000	\$ 800,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Lift Station Repairs & Replacement**

Division: Public Works

Year: 2010 - 2019

Cost: \$450,000

Status: \$450,000 available (projected)

Description:

The City's sanitary sewer operation requires dependable lift station pumps, control systems, and monitoring equipment for emergency response for citizen health and safety; and the prevention of property damage due to sewer backups. Replacement of operational equipment at the end of its useful life is critical to providing uninterrupted flow of wastewater from homes and businesses to regional wastewater treatment facilities.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 100,000	\$ 100,000	\$ 250,000	\$ 25,000	\$ 32,000	\$ 168,000
Other	-	-	-	-	-	-
Total Sources	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 32,000	\$ 168,000
Expenditures						
Capital replacement	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 32,000	\$ 168,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000	\$ 32,000	\$ 168,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Inflow & Infiltration**
Year: 2010 - 2012
Status: \$450,000 available (projected)

Division: Public Works
Cost: \$450,000

Description:

Due to the age and design of the City's sanitary sewer system, infiltration of some of the City's stormwater runoff drains into the sanitary sewer system which subsequently receives unnecessary wastewater treatment at a cost to the City. Taking measures to reduce this unnecessary cost is not only required by the Metropolitan Council, but will save the City future related costs.

Justification:

See above

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
Expenditures						
Capital replacement	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Expenditures	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Stormwater Vehicle Replacements**

Division: Storm

Year: 2010 - 2019

Cost: \$459,000

Status: \$459,000 available (projected)

Description:

The Stormwater Department has 5 vehicles and rolling stock in its fleet. All of which are generally replaced on a 10-year replacement schedule.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 60,000	\$ -	\$ 159,000	\$ -	\$ -	\$ 240,000
Other	-	-	-	-	-	-
Total Sources	\$ 60,000	\$ -	\$ 159,000	\$ -	\$ -	\$ 240,000
Expenditures						
Capital replacement	\$ 60,000	\$ -	\$ 159,000	\$ -	\$ -	\$ 240,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 60,000	\$ -	\$ 159,000	\$ -	\$ -	\$ 240,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Stormwater Pond Improvements**

Division: Storm

Year: 2010 - 2019

Cost: \$2,650,000

Status: \$2,650,000 available (projected)

Description:

The City's Stormwater system requires regular maintenance of stormwater ponds that are used to capture and filter runoff.

Justification:

See above.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 300,000	\$ 250,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 1,400,000
Other	-	-	-	-	-	-
Total Sources	\$ 300,000	\$ 250,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 1,400,000
Expenditures						
Capital replacement	\$ 300,000	\$ 250,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 1,400,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 300,000	\$ 250,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 1,400,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Stormwater Sewer Mains**
 Year: 2010 - 2019
 Status: \$2,650,000 available (projected)

Division: Storm
 Cost: \$2,650,000

Description:

The City's Stormwater system requires regular maintenance and replacement of stormwater mains that are used to capture and divert runoff.

Justification:

See above.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,450,000
Other	-	-	-	-	-	-
Total Sources	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,450,000
Expenditures						
Capital replacement	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,450,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,450,000

Operations and Maintenance Costs

	2009	2010	2011	2012	2013	2014-2018
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Leaf Site Improvements**
 Year: 2010
 Status: \$100,000 available (projected)

Division: Storm
 Cost: \$100,000

Description:

The City's Leaf Site is in need of improvements to improve service levels to residents and to prevent runoff into adjacent areas.

Justification:

See above.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Capital replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Expenditures	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Utility Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Park Maintenance Vehicles**
 Year: 2010 – 2019
 Status: \$300,000 available (projected)

Division: Park Maintenance
 Cost: \$725,000

Description:

The Park Maintenance Division has 17 vehicles and rolling stock in its fleet. All of which are generally replaced on a 10-year replacement schedule.

Justification:

To maintain the City's current service levels, the City will need to adhere to an established vehicle replacement schedule which identifies the optimal time for replacement.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ 145,000	\$ 140,000	\$ 35,000	\$ 105,000	\$ 35,000	\$ 265,000
Other	-	-	-	-	-	-
Total Sources	\$ 145,000	\$ 140,000	\$ 35,000	\$ 105,000	\$ 35,000	\$ 265,000
Expenditures						
Capital replacement	\$ 145,000	\$ 140,000	\$ 35,000	\$ 105,000	\$ 35,000	\$ 265,000
Other	-	-	-	-	-	-
Total Expenditures	\$ 145,000	\$ 140,000	\$ 35,000	\$ 105,000	\$ 35,000	\$ 265,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Skating Center**
 Year: 2010 - 2019
 Status: Unfunded

Division: Skating Center
 Cost: \$5,884,500

Description:

The Skating Center will require on-going investment in equipment and facilities to maintain its usefulness and value. Major scheduled improvements include; parking lots, outdoor lighting, mechanical systems, roofs, and OVAL concrete flooring and refrigeration system components.

Justification:

These facilities are currently used for Parks & Recreation programming. It is also used by the Roseville School District and other athletic associations.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$50,000	\$ 88,000	\$ 157,000	\$ 215,000	\$246,000	\$ 5,128,500
Other	-	-	-	-	-	-
Total Sources	\$ 50,000	\$ 88,000	\$ 157,000	\$ 215,000	\$ 246,000	\$ 5,128,500
Expenditures						
Capital replacement	\$ 50,000	\$ 88,000	\$ 157,000	\$ 215,000	\$ 246,000	\$ 5,128,500
Other	-	-	-	-	-	-
Total Expenditures	\$ 50,000	\$ 88,000	\$ 157,000	\$ 215,000	\$ 246,000	\$ 5,128,500

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.

Item: **Golf Course Facilities**
Year: 2019
Status: \$300,000 available (projected)

Division: Golf Course
Cost: \$1,000,000

Description:

The Golf Course clubhouse and maintenance facility are scheduled to be renovated or replaced in 2018.

Justification:

A functioning clubhouse and maintenance facility is necessary to maintain a golf course operation.

Capital Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Expenditures						
Capital replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Other	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Operations and Maintenance Costs

	2010	2011	2012	2013	2014	2015-2019
Funding Sources						
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures						
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

** No operational costs are shown. There is no significant change in operational costs.