



City Council Agenda

Monday, August 9, 2010

6:00 p.m.

City Council Chambers

(Times are Approximate)

- | | |
|-----------|---|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order for August: Ihlan, Pust, Roe, Johnson, Klausing |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report |
| | 5. Recognitions, Donations, Communications |
| 6:15 p.m. | 6. Approve Minutes
a. Approve Minutes of July 26, 2010 Meeting |
| 6:20 p.m. | 7. Approve Consent Agenda
a. Approve Payments
b. Approve Business Licenses
c. Approve General Purchases and Sale of Surplus items in excess of \$5,000
d. Approve Terms of 2010 Local 49 Maintenance Workers Contract
e. Adopt a Resolution Approving an Agreement Electing to Participate in the Local Housing Incentives Program under the Metropolitan Livable Communities Act
f. Approve Amendment to the Cooperative Agreement for the Metropolitan Council Family Affordable Housing Program
g. Accept Ryan Companies US, Inc. Donation
h. Accept Office of Traffic Safety Grant Award of Twelve Panasonic Arbitrator 360 In-Squad Cameras
i. Adopt a Resolution Ordering a Feasibility Report for Dale |

Street Reconstruction Project

- j. Consider a Resolution Declaring Costs for Projects to be Assessed in 2010 and Ordering Preparation of Assessment Rolls

6:30 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

10. Presentations

11. Public Hearings

6:40 p.m. a. Request to Approve Noise Variance to Extend Working Hours for Rice Street Project

6:55 p.m. b. Request to Approve Noise Variance to Extend Working Hours for Twin Lakes Infrastructure Construction Project

12. Business Items (Action Items)

7:05 p.m. a. Consider Approving Noise Variance to Extend Working Hours for Rice Street Project

7:10 p.m. b. Consider Approving Noise Variance to Extend Working Hours for Twin Lakes Infrastructure Construction Project

7:15 p.m. c. Consider Request for City Abatement of Unresolved Violations of City Code at 341 Co Rd B 2

7:25 p.m. d. Consider Request for City Abatement of Unresolved Violations of City Code at 1805 Stanbridge

7:35 p.m. e. Consider Request for City Abatement of Unresolved Violations of City Code at 1350 Ryan

13. Business Items – Presentations/Discussions

7:45 p.m. a. Discuss Parks and Recreation Master Systems Plan Implementation Funding

8:15 p.m. b. Continue Discussion on the 2011 Priority-Based Budgeting

8:45 p.m. **14. City Manager Future Agenda Review**

8:50 p.m. **15. Councilmember Initiated Items for Future Meetings**

16. Adjourn

Some Upcoming Public Meetings.....

Wednesday	Aug 11	6:30 p.m.	Ethics Commission
Monday	Aug 16	6:00 p.m.	City Council

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Tuesday	Aug 17	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Aug 18	6:30 p.m.	Human Rights Commission
Monday	Aug 23	6:00 p.m.	City Council
Tuesday	Aug 24	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Aug 25	5:30 p.m.	Special – Planning Commission
Wednesday	Sep 1	6:30 p.m.	Planning Commission
Monday	Sep 6	-	Labor Day – City Offices Closed
Tuesday	Sep 7	6:30 p.m.	Parks & Recreation Commission
Monday	Sep 13	6:00 p.m.	City Council

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

Date: 8/09/10

Item: 6.a

7/26/10 Minutes

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 8/09/2010
Item No.: 7 . a

Department Approval

Chris K. Miller

Acting City Manager Approval

Chris K. Miller

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	\$640,243.69
59272-591394	\$312,702.37
Total	\$952,946.05

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: 08/04/2010 - 11:08 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	Information Technology	Postage	UPS Store-ACH	Shipping Charges	9.81
0	07/22/2010	General Fund	Memberships & Subscriptions	WSJ.com-ACH	WSJ Subscription	155.00
0	07/22/2010	Recreation Fund	Operating Supplies	Linder's Garden Ctr-ACH	Ice Show Flowers	185.20
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Wood Lathe, Nylon	29.74
0	07/22/2010	General Fund	Other Improvements	Target- ACH	41 QT Boxes	18.30
0	07/22/2010	General Fund	Operating Supplies	Target- ACH	Camera Batteries	8.02
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Batteries	5.61
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Band Aids	12.91
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Band Aids	8.54
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Band Aids	8.53
0	07/22/2010	Recreation Fund	Operating Supplies	Rainbow Foods-ACH	Bowling Luncheon Supplies	24.12
0	07/22/2010	Information Technology	Operating Supplies	Crucial.Com-ACH	Computer Upgrades	642.70
0	07/22/2010	Information Technology	Operating Supplies	Micro Center-ACH	Phone Servers Memory Upgrade	321.82
0	07/22/2010	Sanitary Sewer	Operating Supplies	Harbor Freight Tools-ACH	Hammer, Gloves	31.03
0	07/22/2010	Community Development	Professional Services	Ramsey Cty Prop Rec & Rev-ACH	RRInfo Subscription	49.95
0	07/22/2010	Recreation Fund	Operating Supplies	Masune First Aid & Safety-ACH	First Aid Supplies	144.00
0	07/22/2010	Recreation Fund	Operating Supplies	Masune First Aid & Safety-ACH	First Aid Supplies	36.91
0	07/22/2010	Recreation Fund	Operating Supplies	Masune First Aid & Safety-ACH	First Aid Supplies	36.89
0	07/22/2010	Recreation Fund	Operating Supplies	Masune First Aid & Safety-ACH	First Aid Supplies	36.89
0	07/22/2010	Recreation Fund	Operating Supplies	Subway-ACH	Bowling Group Luncheon	80.34
0	07/22/2010	Sanitary Sewer	Operating Supplies	Mills Fleet Farm-ACH	Grease	32.64
0	07/22/2010	General Fund	Vehicle Supplies	Twin City Saw-ACH	Chop Saw Parts	31.30
0	07/22/2010	Telecommunications	Operating Supplies	Target- ACH	Roseville U Supplies	6.98
0	07/22/2010	Information Technology	Contract Maintenance	Network Solutions-ACH	Forest Lake Web Hosting	179.25
0	07/22/2010	General Fund	Operating Supplies	wpsantennas.com- ACH	Cell Phone Adapter	29.76
0	07/22/2010	Recreation Fund	Operating Supplies	Spencer Gifts-ACH	Fog Machine Fluid	21.41
0	07/22/2010	Recreation Fund	Operating Supplies	Shutterfly-ACH	8 X 10 Print	62.26
0	07/22/2010	Golf Course	Operating Supplies	Linder's Garden Ctr-ACH	Brushes	96.48
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Downspout	23.85
0	07/22/2010	Community Development	Operating Supplies	Office Max-ACH	Graph Pad	20.88
0	07/22/2010	Golf Course	Operating Supplies	Office Depot- ACH	Office Supplies	126.31
0	07/22/2010	Recreation Fund	Office Supplies	Office Depot- ACH	Paper	188.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	Recreation Fund	Operating Supplies	Home Depot- ACH	Handles	29.91
0	07/22/2010	General Fund	Operating Supplies	Target- ACH	Flashdrive	37.48
0	07/22/2010	Recreation Fund	Office Supplies	Staples-ACH	Credit	-28.90
0	07/22/2010	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	DNS Hosting	105.00
0	07/22/2010	Water Fund	Water Meters	McMaster-Carr-ACH	Cap Screw, Hex Nut	73.35
0	07/22/2010	Recreation Fund	Office Supplies	Dollar Tree-ACH	Gift Wrap	7.50
0	07/22/2010	General Fund	Training	U of M Parking-ACH	Workshop Parking	16.00
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	163.47
0	07/22/2010	General Fund	Operating Supplies	Lynn Card Company-ACH	Cards	70.98
0	07/22/2010	General Fund	209001 - Use Tax Payable	Lynn Card Company-ACH	Sales/Use Tax	-4.57
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Linder's Garden Ctr-ACH	Marsh Hay	19.35
0	07/22/2010	General Fund	Employee Recognition	Roseville Bakery-ACH	Pastries	40.00
0	07/22/2010	Water Fund	Water Meters	Grainger-ACH	Meter Van Supplies	103.27
0	07/22/2010	Water Fund	Water Meters	Grainger-ACH	Meter Van Supplies	133.05
0	07/22/2010	Water Fund	Water Meters	Menards-ACH	Meter Van Supplies	36.72
0	07/22/2010	Recreation Fund	Operating Supplies	Office Depot- ACH	Tickets, Paper	96.36
0	07/22/2010	Golf Course	Operating Supplies	Home Depot- ACH	Fountain Plumbing Supplies	76.68
0	07/22/2010	General Fund	Operating Supplies	Best Buy- ACH	Camera Card Reader	23.55
0	07/22/2010	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	Thermal Laminate	155.33
0	07/22/2010	Telecommunications	Operating Supplies	Superamerica-ACH	Cookies	6.00
0	07/22/2010	Telecommunications	Operating Supplies	Superamerica-ACH	Cookies	30.00
0	07/22/2010	Community Development	Office Supplies	S & T Office Products-ACH	Office Supplies	260.48
0	07/22/2010	Community Development	Office Supplies	S & T Office Products-ACH	Credit	-101.53
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	23.99
0	07/22/2010	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Clorox Wipes	23.54
0	07/22/2010	General Fund	Operating Supplies	Sherwin Williams - ACH	Paint	77.11
0	07/22/2010	Information Technology	Contract Maintenance	Drop.io-ACH	Monthly Service Plan	23.99
0	07/22/2010	General Fund	Operating Supplies	The Cad Zone-ACH	Fire Inspection Software Upgrade	859.28
0	07/22/2010	General Fund	209001 - Use Tax Payable	The Cad Zone-ACH	Sales/Use Tax	-55.28
0	07/22/2010	Recreation Fund	Operating Supplies	Ergo in Demand.com-ACH	Magazine Racks, Displays	131.70
0	07/22/2010	Recreation Fund	Operating Supplies	Ergo in Demand.com-ACH	Magazine Racks, Displays	113.95
0	07/22/2010	Recreation Fund	Use Tax Payable	Ergo in Demand.com-ACH	Sales/Use Tax	-15.80
0	07/22/2010	Recreation Fund	Office Supplies	Office Depot- ACH	Keychain	13.92
0	07/22/2010	HRA Property Abatement Pr	Payments to Contractors	Office Depot- ACH	File Folders	29.97
0	07/22/2010	General Fund	Operating Supplies	Batteries Plus-ACH	Batteries	192.34
0	07/22/2010	Police - DWI Enforcement	Professional Services	Target- ACH	Flip Ultra HD's	385.63
0	07/22/2010	Police Forfeiture Fund	Professional Services	Hermes Floral - ACH	Flowers-Sgt Bergeron Funeral	93.09
0	07/22/2010	General Fund	Operating Supplies	S & T Office Products-ACH	Coffee Supplies	2.55
0	07/22/2010	General Fund	Operating Supplies	S & T Office Products-ACH	Coffee Supplies	21.03
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	152.16
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	1.65
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	11.44
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	2.29
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	20.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	Recreation Fund	Operating Supplies	Tuesday Morning-ACH	Arboretum Supplies	21.38
0	07/22/2010	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Tools	58.77
0	07/22/2010	Recreation Fund	Operating Supplies	Buy.com- ACH	Cordless Floor Sweeper	42.74
0	07/22/2010	Recreation Fund	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-2.75
0	07/22/2010	Recreation Fund	Operating Supplies	Cub Foods- ACH	Sprouts Supplies	9.17
0	07/22/2010	General Fund	Operating Supplies	Menards-ACH	Gloves	8.99
0	07/22/2010	Police - DWI Enforcement	Professional Services	Sirchie Finger Print-ACH	Fingerprint Supplies	341.79
0	07/22/2010	Police - DWI Enforcement	Use Tax Payable	Sirchie Finger Print-ACH	Sales/Use Tax	-21.99
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Paint	317.52
0	07/22/2010	License Center	Office Supplies	S & T Office Products-ACH	Office Supplies	37.69
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	106.08
0	07/22/2010	General Fund	Op Supplies - City Hall	Linder's Garden Ctr-ACH	Flowers	91.10
0	07/22/2010	General Fund	Operating Supplies	Menards-ACH	Shovel	26.76
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Wood Lathe, Nylon	30.93
0	07/22/2010	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Paint	11.75
0	07/22/2010	General Fund	Operating Supplies	Buy.com- ACH	Laser Print Cartridge	89.49
0	07/22/2010	Information Technology	Operating Supplies	Buy.com- ACH	Optical Transceivers for Library Switch	653.51
0	07/22/2010	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-42.04
0	07/22/2010	General Fund	209001 - Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-5.76
0	07/22/2010	General Fund	Conferences	Grand View Lodge Nisswa ACH	Conference Lodging	232.03
0	07/22/2010	Information Technology	Computer Equipment	Teksavers-ACH	Controller for Lightweight Aps	2,915.13
0	07/22/2010	Information Technology	Use Tax Payable	Teksavers-ACH	Sales/Use Tax	-187.52
0	07/22/2010	Information Technology	Operating Supplies	Buy.com- ACH	Emergency Spare Transceivers	653.51
0	07/22/2010	Information Technology	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-42.04
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Arboretum Supplies	231.11
0	07/22/2010	Storm Drainage	Conferences	U of M CCE Online-ACH	APWA Spring Conference	205.00
0	07/22/2010	General Fund	Training	U of M Blosys/AG Eng-ACH	Regulatory Enforcement Class	160.00
0	07/22/2010	General Fund	Training	Dunn's Sporting Goods-ACH	Magazines	67.90
0	07/22/2010	Recreation Fund	Operating Supplies	Ergo in Demand.com-ACH	No Receipt	211.45
0	07/22/2010	Recreation Fund	Use Tax Payable	Ergo in Demand.com-ACH	Sales/Use Tax	-13.60
0	07/22/2010	Golf Course	Operating Supplies	Linder's Garden Ctr-ACH	Flowers	213.10
0	07/22/2010	Golf Course	Operating Supplies	Linder's Garden Ctr-ACH	Mulch	12.90
0	07/22/2010	Telecommunications	Postage	USPS-ACH	Shipping	75.02
0	07/22/2010	Water Fund	Water Meters	Suburban Ace Hardware-ACH	Meter Van Supplies	33.67
0	07/22/2010	Storm Drainage	Operating Supplies	Suburban Ace Hardware-ACH	Hoses	20.33
0	07/22/2010	General Fund	Operating Supplies City Garage	United Rentals-ACH	Rainsuit, Gloves	40.78
0	07/22/2010	General Fund	Operating Supplies	Office Depot- ACH	Office Supplies	4.27
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Home Depot- ACH	Arboretum Garbage Cans	71.07
0	07/22/2010	Water Fund	Operating Supplies	Target- ACH	Red Tags	21.37
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	HD Sod Inc-ACH	Sod	8.03
0	07/22/2010	Police - DWI Enforcement	Professional Services	Best Transportation-ACH	Airport Transportation	37.00
0	07/22/2010	General Fund	Operating Supplies	Best Buy- ACH	VHS to Digital USB	64.26
0	07/22/2010	Water Fund	Operating Supplies	Target- ACH	Red Tags	12.82
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Walmart-ACH	Nature Center Suppleis	14.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	HD Sod Inc-ACH	Sod	371.72
0	07/22/2010	General Fund	Op Supplies - City Hall	Superamerica-ACH	Accidental Purchase-Repaid w/check 6701	58.14
0	07/22/2010	Water Fund	Water Meters	Suburban Ace Hardware-ACH	Meter Van Supplies	8.77
0	07/22/2010	Boulevard Landscaping	Operating Supplies	Home Depot- ACH	Plywood	54.87
0	07/22/2010	General Fund	Operating Supplies	Sirchie Finger Print-ACH	Ceramic Pad	43.13
0	07/22/2010	General Fund	209001 - Use Tax Payable	Sirchie Finger Print-ACH	Sales/Use Tax	-2.77
0	07/22/2010	Solid Waste Recycle	Operating Supplies	Staples-ACH	Flora	9.07
0	07/22/2010	Info Tech/Contract Cities	St. Anthony Computer Equip	Crucial.Com-ACH	Liquor Store Servers Memory	214.24
0	07/22/2010	General Fund	Training	Fox Labs Intl-ACH	Training Supplies	128.41
0	07/22/2010	General Fund	209001 - Use Tax Payable	Fox Labs Intl-ACH	Sales/Use Tax	-8.26
0	07/22/2010	Recreation Fund	Operating Supplies	Rainbow Racing-ACH	Run For The Roses Supplies	124.78
0	07/22/2010	Recreation Fund	Use Tax Payable	Rainbow Racing-ACH	Sales/Use Tax	-8.03
0	07/22/2010	General Fund	Operating Supplies	Grainger-ACH	Inspection Hardhat	18.61
0	07/22/2010	Recreation Fund	Professional Services	Pioneer Press-ACH	City Wide Garage Sale Ad	35.10
0	07/22/2010	Police - DWI Enforcement	Professional Services	Target- ACH	Sunbeam MWO	79.24
0	07/22/2010	General Fund	Conferences	IAWP-ACH	Training Conference	300.00
0	07/22/2010	General Fund	Conferences	Grand View Lodge Nisswa ACH	Conference Lodging	325.36
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	26.45
0	07/22/2010	Police - DWI Enforcement	Professional Services	Minnesotaco-ACH	Impaired Driving New Laws Class	100.00
0	07/22/2010	General Fund	Training	Home Line-ACH	POST Seminar	90.00
0	07/22/2010	General Fund	Operating Supplies	Craftsman Book Co-ACH	Station Construction Book	66.34
0	07/22/2010	General Fund	209001 - Use Tax Payable	Craftsman Book Co-ACH	Sales/Use Tax	-4.27
0	07/22/2010	Golf Course	Operating Supplies	Linder's Garden Ctr-ACH	Flowers	154.98
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Paint Supplies	48.96
0	07/22/2010	Water Fund	Water Meters	Suburban Ace Hardware-ACH	Meter Van Supplies	24.62
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	United Rentals-ACH	No Reciept	47.43
0	07/22/2010	General Fund	Operating Supplies	Survey Monkey.com-ACH	Account Upgrade	19.95
0	07/22/2010	Golf Course	Operating Supplies	Linder's Garden Ctr-ACH	Flowers	96.86
0	07/22/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware-ACH	Batteries, Oven Cleaner	19.25
0	07/22/2010	General Fund	Operating Supplies	Byerly's- ACH	Cookies	10.98
0	07/22/2010	Recreation Fund	Operating Supplies	Office Depot- ACH	Dividers	44.94
0	07/22/2010	General Fund	Training	Cub Foods- ACH	Water	11.31
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Arboretum Cleaning Supplies	326.84
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Summer Options Supplies	17.55
0	07/22/2010	Recreation Fund	Operating Supplies	Target- ACH	Department Supplies	39.99
0	07/22/2010	Recreation Fund	Operating Supplies	Walmart-ACH	Cups, Bowls, Cleaning Supplies	101.67
0	07/22/2010	Water Fund	Water Meters	Staples-ACH	Label Maker Supplies	25.70
0	07/22/2010	General Fund	Operating Supplies	Nelsons Cheese & Deli-ACH	Meeting Lunch	32.12
0	07/22/2010	General Fund	Operating Supplies	Buy.com- ACH	Digital Camera	80.35
0	07/22/2010	General Fund	209001 - Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-5.17
0	07/22/2010	Recreation Fund	Office Supplies	Office Max-ACH	Markers	57.17
0	07/22/2010	Recreation Fund	Office Supplies	Office Depot- ACH	Folders	58.55
0	07/22/2010	General Fund	Operating Supplies	Nelsons Cheese & Deli-ACH	Boxed Lunches	40.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	57.21
0	07/22/2010	License Center	Minor Equipment	Buy.com- ACH	Receipt Printer	363.89
0	07/22/2010	License Center	Use Tax Payable	Buy.com- ACH	Sales/Use Tax	-23.41
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	Davis Lock & Safe-ACH	Keys	26.72
0	07/22/2010	Police - DWI Enforcement	Professional Services	Laser Labs-ACH	Tint Meter	267.19
0	07/22/2010	Police - DWI Enforcement	Use Tax Payable	Laser Labs-ACH	Sales/Use Tax	-17.19
0	07/22/2010	Information Technology	Operating Supplies	Caribou Coffee- ACH	Inadvertant Purchase-Repaid with Cash	4.17
0	07/22/2010	General Fund	Operating Supplies	Bemidji Wireless-ACH	Cell Phone Antenna	27.54
0	07/22/2010	General Fund	209001 - Use Tax Payable	Bemidji Wireless-ACH	Sales/Use Tax	-1.77
0	07/22/2010	Community Development	Professional Services	Hunan Garden-ACH	Lunch Meeting-Twin Lakes Suit	47.30
0	07/22/2010	Telecommunications	Operating Supplies	Office Depot- ACH	DVD's	48.18
0	07/22/2010	Police - DWI Enforcement	Professional Services	Target- ACH	Grocery Items	28.01
0	07/22/2010	Recreation Fund	Contract Maintenance	Davis Lock & Safe-ACH	Re-Key Skate Rental Gate	37.91
0	07/22/2010	Recreation Fund	Operating Supplies	UPS Store-ACH	Shipping Charges	8.83
0	07/22/2010	Recreation Fund	Miscellaneous	Jimmy John's Sandwiches- ACH	Sandwiches	27.05
0	07/22/2010	Police - DWI Enforcement	Professional Services	Honey Baked Ham-ACH	Boxed Lunches	94.76
0	07/22/2010	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	No Receipt	11.24
0	07/22/2010	Golf Course	Operating Supplies	Cub Foods- ACH	Water	9.99
Check Total:						17,263.50
0	07/29/2010	Golf Course	Merchandise For Sale	Sysco Mn	Food Items for Resale.	237.50
0	07/29/2010	Golf Course	Vehicle Supplies	A-1 Hydraulic Sales/Svc Inc	MB-MP-90D	15.11
0	07/29/2010	TIF District #17-Twin Lakes	Contractor payments	Eureka Construction	Twin Lakes AUAR-Project # 01814-00	64,034.51
0	07/29/2010	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Twin Lakes Pkwy Condemnation	102.44
0	07/29/2010	Recreation Fund	Merchandise For Sale	Brad Tullberg	Supplies Reimbursement	72.22
0	07/29/2010	Recreation Fund	Professional Services	Daniel Kuch	Roseville Community Band Director	1,000.00
0	07/29/2010	Recreation Fund	Professional Services	Barbara Carlson	Community Band Librarian-April-June	117.00
0	07/29/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	188.00
0	07/29/2010	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-June 2010	5,271.89
0	07/29/2010	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 7/27 Payroll	5,542.18
0	07/29/2010	General Fund	210501 - PERA Life Ins. Ded.	NCPERS Life Ins#7258500	Payroll Deduction for 7/27 Payroll	80.00
0	07/29/2010	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for 7/27 Payroll	1,224.84
0	07/29/2010	General Fund	211402 - Flex Spending Health		Flexible Benefits Reimbursement	580.59
0	07/29/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	463.14
0	07/29/2010	License Center	Transportation	Jill Theisen	Mileage Reimbursement	133.00
0	07/29/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	82.65
0	07/29/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	75.00
0	07/29/2010	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	414.40
0	07/29/2010	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	88.80
0	07/29/2010	Recreation Fund	Operating Supplies	Stitchin Post	Polo Shirts	783.00
0	07/29/2010	Pathway Maintenance Fund	Operating Supplies	Midwest Asphalt Corporation	Dump Charges	25.00
0	07/29/2010	General Fund	Contract Maintenance	City of St. Paul	Street Light Relamping	128.81
0	07/29/2010	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Twin Lakes AUAR-Project 01814-000	8,033.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/29/2010	General Fund	Operating Supplies	Brock White Co	Pail	267.19
0	07/29/2010	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Trimmer	38.45
0	07/29/2010	Telecommunications	Furniture and Fixtures	EPA Audio Visual, Inc.	LCD Projector	3,343.05
0	07/29/2010	General Fund	Vehicle Supplies	MacQueen Equipment	2010 Blanket PO For Vehicle Repairs	130.34
0	07/29/2010	General Fund	Operating Supplies	3D Specialties	Tabs	554.17
0	07/29/2010	General Fund	Professional Services	Erickson, Bell, Beckman & Quin	Legal Services Thru 6/30-Prosecution	11,262.00
0	07/29/2010	General Fund	Professional Services	Erickson, Bell, Beckman & Quin	Legal Services Thru 6/30-Civil Matters	12,500.00
0	07/29/2010	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2010 Blanket PO For Vehicle Repairs	12.22
0	07/29/2010	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-0.79
0	07/29/2010	Fire Vehicles Revolving	Fire Department Vehicles	Rosenbauer-General Safety Equi	Spartan Gladiator Chassis Per Agreement	192,851.00
0	07/29/2010	Recreation Fund	Operating Supplies	Minnesota Recreation & Park As	Softball Post Season Berths	800.00
0	07/29/2010	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Engine Gasket Set	102.30
0	07/29/2010	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Switch Ball	62.29
0	07/29/2010	TIF District #17-Twin Lakes	AUAR SubArea I Prof Svcs	WSB & Associates, Inc.	Twin Lakes AUAR-Project 01814-020	39,309.70
0	07/29/2010	General Fund	Contract Maintenance Vehicles	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	338.78
0	07/29/2010	General Fund	Vehicle Supplies	Grainger Inc	2010 Blanket PO For Vehicle Repairs	102.30
0	07/29/2010	General Fund	Vehicle Supplies	Grainger Inc	2010 Blanket PO For Vehicle Repairs	32.74
0	07/29/2010	General Fund	Op Supplies - City Hall	Eagle Clan, Inc	Roll Towels, Toilet Tissue	448.39
0	07/29/2010	Information Technology	Operating Supplies	SHI International Corp	Adobe Acrobat	258.95
0	07/29/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	67.55
0	07/29/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	95.00
0	07/29/2010	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	122.94
0	07/29/2010	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	58.49
0	07/29/2010	License Center	Office Supplies	Innovative Office Solutions	Office Supplies	8.48
0	07/29/2010	Water Fund	Watermain Lining	Stork Twin City Testing Corp.	Watermain Replacement Project	205.99
Check Total:						351,665.38
0	07/22/2010	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Wastewater Flow	194,939.17
0	07/22/2010	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Tickets	58.10
0	07/22/2010	Water Fund	Professional Services	Gopher State One Call	Billable Tickets	58.10
0	07/22/2010	Storm Drainage	Professional Services	Gopher State One Call	Billable Tickets	58.10
0	07/22/2010	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Tickets	238.77
0	07/22/2010	Water Fund	Professional Services	Gopher State One Call	Billable Tickets	238.77
0	07/22/2010	Storm Drainage	Professional Services	Gopher State One Call	Billable Tickets	238.76
0	07/22/2010	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Ticket	195.32
0	07/22/2010	Water Fund	Professional Services	Gopher State One Call	Billable Ticket	195.32
0	07/22/2010	Storm Drainage	Professional Services	Gopher State One Call	Billable Ticket	195.31
0	07/22/2010	Sanitary Sewer	Professional Services	Gopher State One Call	Billable Tickets	241.72
0	07/22/2010	Water Fund	Professional Services	Gopher State One Call	Billable Tickets	241.72
0	07/22/2010	Storm Drainage	Professional Services	Gopher State One Call	Billable Tickets	241.71
0	07/22/2010	Golf Course	Merchandise For Sale	Sysco Mn	Merchandise for Resale	420.37
0	07/22/2010	Golf Course	Operating Supplies	Sysco Mn	Supplies	198.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	2010 Blanket PO For Vehicle Repairs	3,661.00
0	07/22/2010	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	2010 Blanket PO For Vehicle Repairs	1,662.98
0	07/22/2010	Recreation Fund	Operating Supplies	Goodin Corp.	Mechanical Seal	97.94
0	07/22/2010	Sanitary Sewer	Operating Supplies	Goodin Corp.	Adapter	38.90
0	07/22/2010	Water Fund	Operating Supplies	Goodin Corp.	Plug	19.12
0	07/22/2010	Contracted Engineering Svcs	Deposits	Frattalone Companies	Return of Escrow-1415 Cty Rd B-Job 9207	6,000.00
0	07/22/2010	Recreation Fund	Professional Services	Star Tribune	Advertising	441.00
0	07/22/2010	Internal Service - Interest	Investment Income	M&I Marshall & Ilsley Bank	Safekeeping Charges	238.50
0	07/22/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	200.00
0	07/22/2010	Recreation Fund	Transportation	Jeff Evenson	Mileage Reimbursement	190.00
0	07/22/2010	Community Development	Memberships & Subscriptions	Bryan Lloyd	Professional Org. Dues Reimbursement	60.00
0	07/22/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	186.00
0	07/22/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	2,500.00
0	07/22/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	400.00
0	07/22/2010	Housing & Redevelopment A	Advertising	George Hornik	HRA Green Marketing	243.25
0	07/22/2010	Housing & Redevelopment A	Advertising	George Hornik	HRA Green Marketing	1,875.00
0	07/22/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	285.06
0	07/22/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	9.80
0	07/22/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	139.77
0	07/22/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	49.07
0	07/22/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	4.07
0	07/22/2010	Telecommunications	Operating Supplies	North Suburban Access Corp	Repair Parts	10.03
0	07/22/2010	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Boiler System Repair	668.54
0	07/22/2010	General Fund	Operating Supplies	City of St. Paul	Asphalt Mix	1,199.65
0	07/22/2010	General Fund	Contract Maintenance	City of St. Paul	Wireless CAD System	675.00
0	07/22/2010	License Center	Professional Services	Electro Watchman, Inc.	Security System-License Center	192.38
0	07/22/2010	Information Technology	Operating Supplies	Crescent Electric Supply Co	Scap/LC	37.75
0	07/22/2010	General Fund	Operating Supplies	Alex Air Apparatus, Inc.	High Pressure Fill Adapter	74.31
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	Silver Bullet Mini-Crawler for TV Camera	6,085.00
0	07/22/2010	Storm Drainage	Vehicles / Equipment	MacQueen Equipment	Silver Bullet Mini-Crawler for TV Camera	6,085.00
0	07/22/2010	Storm Drainage	Vehicles / Equipment	MacQueen Equipment	Crawler Control System	850.00
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	Crawler Control System	850.00
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	Set of large wheels (10", 12", 15", 18")	1,425.00
0	07/22/2010	Storm Drainage	Vehicles / Equipment	MacQueen Equipment	Sets of large wheels (10", 12", 15", 18")	1,425.00
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	LED Light ring for large pipes	600.00
0	07/22/2010	Storm Drainage	Vehicles / Equipment	MacQueen Equipment	LED Light ring for large pipes	600.00
0	07/22/2010	Storm Drainage	Vehicles / Equipment	MacQueen Equipment	Integral 512 Hz locating sonde	475.00
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	Integral 512 Hz locating sonde	425.00
0	07/22/2010	Sanitary Sewer	Vehicles / Equipment	MacQueen Equipment	Sales Tax	1,293.88
0	07/22/2010	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Lower Tool	235.73
0	07/22/2010	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Sewer Hose	312.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	07/22/2010	Golf Course	Operating Supplies	Sysco Mn	Credit	-34.36
0	07/22/2010	Water Fund	Operating Supplies	Bryan Rock Products, Inc.	1" With Fines CLS	585.65
0	07/22/2010	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	6,846.06
0	07/22/2010	General Fund	Utilities	Xcel Energy	Fire #3	778.55
0	07/22/2010	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	2,083.15
0	07/22/2010	Recreation Fund	Utilities	Xcel Energy	Nature Center	266.85
0	07/22/2010	Water Fund	Utilities	Xcel Energy	Water	4,320.19
0	07/22/2010	License Center	Utilities	Xcel Energy	Motor Vehicle	554.87
0	07/22/2010	Water Fund	Utilities	Xcel Energy	2501 Fairview/Water Tower	232.15
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	45.03
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	29.38
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	14.96
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	14.84
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	107.24
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	35.71
0	07/22/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	38.21
0	07/22/2010	Storm Drainage	Utilities	Xcel Energy	Traffic Signal	120.62
0	07/22/2010	Water Fund	Operating Supplies	Metal Supermarkets	CR Round	20.35
0	07/22/2010	Recreation Fund	Operating Supplies	Grainger Inc	Ball Bearings	28.90
0	07/22/2010	General Fund	Vehicle Supplies	Grainger Inc	2010 Blanket PO For Vehicle Repairs	6.98
0	07/22/2010	General Fund	Vehicle Supplies	Grainger Inc	2010 Blanket PO For Vehicle Repairs	48.82
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	164.45
0	07/22/2010	Storm Drainage	Telephone	NEXTEL Communications	Cell Phones	175.07
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.14
0	07/22/2010	Sanitary Sewer	Telephone	NEXTEL Communications	Cell Phones	229.64
0	07/22/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	101.86
0	07/22/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	34.72
0	07/22/2010	P & R Contract Maintenance	Telephone	NEXTEL Communications	Cell Phones	100.64
0	07/22/2010	Golf Course	Telephone	NEXTEL Communications	Cell Phones	22.84
0	07/22/2010	Community Development	Telephone	NEXTEL Communications	Cell Phones	84.54
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	22.29
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.14
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	44.58
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	378.79
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	296.43
0	07/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	897.65
0	07/22/2010	General Fund	Motor Fuel	Yocum Oil Company, Inc.	2010 Blanket PO for fuel	9,555.62
0	07/22/2010	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music	146.63
0	07/22/2010	Recreation Fund	Contract Maintenance	ESS Brothers & Sons, Inc.	Adj. Ring	106.88
0	07/22/2010	Water Fund	Operating Supplies	Tessman Seed Co - St. Paul	Grass Seed	148.76
0	07/22/2010	Pathway Maintenance Fund	Operating Supplies	Tessman Seed Co - St. Paul	Grass Seed	226.91
0	07/22/2010	Street Construction	Professional Services	Stork Twin City Testing Corp.	Mill & Overlay Project	2,321.93
0	07/22/2010	Water Fund	Professional Services	Stork Twin City Testing Corp.	Watermain Replacement Project	507.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						271,314.81
59272	07/22/2010	General Fund	Vehicle Supplies	Astleford International Trucks	Hose, Hose Clamp	16.80
Check Total:						16.80
59273	07/22/2010	Water Fund	Professional Services	Automatic Systems Co	Booster Station Service Call	291.90
59273	07/22/2010	Sanitary Sewer	Professional Services	Automatic Systems Co	Booster Station Service Call	291.90
59273	07/22/2010	Storm Drainage	Professional Services	Automatic Systems Co	Booster Station Service Call	291.90
59273	07/22/2010	Water Fund	Professional Services	Automatic Systems Co	Connectors Installation	159.43
59273	07/22/2010	Sanitary Sewer	Professional Services	Automatic Systems Co	Connectors Installation	159.43
59273	07/22/2010	Storm Drainage	Professional Services	Automatic Systems Co	Connectors Installation	159.41
Check Total:						1,353.97
59274	07/22/2010	Recreation Fund	Professional Services	Big Print Inc	Genisys Banner	213.75
59274	07/22/2010	Recreation Fund	Professional Services	Big Print Inc	Genisys Banner	153.90
Check Total:						367.65
59275	07/22/2010	Golf Course	Green Fees	Carla Biglebach	Golf League Refund	97.20
Check Total:						97.20
59276	07/22/2010	P & R Contract Maintenance	Contract Maintenance	Biolawn, Inc.	Weed & Feed 1 lbs Nitrogen Slow Release	5,022.06
59276	07/22/2010	P & R Contract Maintenance	Contract Maintenance	Biolawn, Inc.	Weed & Feed 1 lbs Nitrogen Slow Release	496.97
Check Total:						5,519.03
59277	07/22/2010	General Fund	Vehicle Supplies	Boyer Trucks, Corp.	2010 Blanket PO For Vehicle Repairs	19.13
Check Total:						19.13
59278	07/22/2010	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	83.05
Check Total:						83.05
59279	07/22/2010	Golf Course	Vehicle Supplies	Central Power Distributors Inc	Toothed Blade	85.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	85.04
59280	07/22/2010	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	Mobile Truck Repairs	190.00
					Check Total:	190.00
59281	07/22/2010	General Fund	Operating Supplies	Coffee Mill, Inc.	Coffee Supplies	373.00
					Check Total:	373.00
59282	07/22/2010	Recreation Improvements	Repair Oasis Rink Lights	Commercial Pool & Spa, Inc.	Sandblast and paint Rosebrook Wading Poo	6,045.66
					Check Total:	6,045.66
59283	07/22/2010	Recreation Fund	Operating Supplies	Custom Apparel, Inc.	Screen Printed T-Shirts	685.00
					Check Total:	685.00
59284	07/22/2010	Recreation Fund	Professional Services	Lynn Erickson	Adult Women's League Coordinator	400.00
					Check Total:	400.00
59285	07/22/2010	T.I.F. District # 15 (Allen)	TIF Payment	Fairview H A Associates LLC	1st Half 2010 TIF Payment	13,908.10
					Check Total:	13,908.10
59286	07/22/2010	General Fund	Vehicle Supplies	Frontier Ag & Turf	Actuator	751.86
					Check Total:	751.86
59287	07/22/2010	Water Fund	Operating Supplies	General Industrial Supply Co.	Silver Lens	16.50
					Check Total:	16.50
59288	07/22/2010	Sanitary Sewer	Contract Maintenance	General Repair Service, Corp	Ejector Lift Station Inspection/Repair	233.29
59288	07/22/2010	Water Fund	Operating Supplies	General Repair Service, Corp	Seal Tight Gasket	73.74
59288	07/22/2010	Storm Drainage	Contract Maintenance	General Repair Service, Corp	Pump #2 Inspection	493.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						800.73
59289	07/22/2010	Recreation Fund	Professional Services	Bill Hammond	Summer Entertainment Performer	200.00
Check Total:						200.00
59290	07/22/2010	Recreation Fund	Professional Services	Jacquelyn Hauser	Youth Golf Instruction	60.00
Check Total:						60.00
59291	07/22/2010	Recreation Fund	Fee Program Revenue	Karie Heffernan	Ball Hockey Camp Refund	16.20
Check Total:						16.20
59292	07/22/2010	Police - DWI Enforcement	Professional Services	Hewlett-Packard Company	Computer Equipment	3,932.36
Check Total:						3,932.36
59293	07/22/2010	General Fund	Vehicle Supplies	Hotsy Equipment of Minnesota	Switch Breaker, Valve	334.15
Check Total:						334.15
59294	07/22/2010	Contracted Engineering Svcs	Deposits	Matthew Johnson	Return of Escrow-826 Cty Rd D	3,000.00
Check Total:						3,000.00
59295	07/22/2010	Recreation Fund	Professional Services	Merrick Johnson	Reimbursement for Services	68.33
59295	07/22/2010	Recreation Fund	Operating Supplies	Merrick Johnson	Reimbursement for Services	68.33
59295	07/22/2010	Recreation Fund	Professional Services	Merrick Johnson	Reimbursement for Services	68.34
Check Total:						205.00
59296	07/22/2010	Water Fund	Operating Supplies	Johnstone Supply	Riser Clamp	47.35
Check Total:						47.35
59297	07/22/2010	General Fund	Contract Maintenance Vehicles	Kath Auto Parts	Halogen Capsule	10.63
Check Total:						10.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59298	07/22/2010	General Fund	Vehicle Supplies	Larson Companies	2010 Blanket PO For Vehicle Repairs	77.06
Check Total:						77.06
59299	07/22/2010	Police Forfeiture Fund	Professional Services	Mid America Auction, Inc.	2000 Buick LeSabre	1,645.00
Check Total:						1,645.00
59300	07/22/2010	Recreation Fund	Operating Supplies	MIDC Enterprises	Adapters, Couplings	21.22
59300	07/22/2010	Recreation Fund	Operating Supplies	MIDC Enterprises	Couplings	39.80
Check Total:						61.02
59301	07/22/2010	General Fund	Operating Supplies	MN Dept of Public Safety	Marked Police Vehicle License Plates	5.00
Check Total:						5.00
59302	07/22/2010	Recreation Fund	Operating Supplies	Motion Industries Inc	Popular Ser	32.44
Check Total:						32.44
59303	07/22/2010	Sanitary Sewer	Professional Services	Networkfleet, Inc.	Monthly Service-July 2010	89.85
Check Total:						89.85
59304	07/22/2010	Recreation Fund	Transportation	Brittany O'Connor	Mileage Reimbursement	57.00
59304	07/22/2010	Recreation Fund	Transportation	Brittany O'Connor	Mileage Reimbursement	37.50
Check Total:						94.50
59305	07/22/2010	Recreation Fund	Professional Services	Erin Ohland	Dance Instruction	160.00
Check Total:						160.00
59306	07/22/2010	Recreation Fund	Professional Services	On Site Sanitation, Inc.	Regular Unit	284.29
59306	07/22/2010	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Unit	81.23
Check Total:						365.52
59307	07/22/2010	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	72.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						72.00
59308	07/22/2010	Recreation Fund	Building Rental	Autumn Reid	Damage Deposit Refund	400.00
Check Total:						400.00
59309	07/22/2010	Community Development	Deposits	Ronald Anderson Construction	Construction Dep. Refund-2068 Chatsworth	780.00
59309	07/22/2010	Community Development	Deposits	Ronald Anderson Construction	Construction Dep. Refund-2060 Chatsworth	780.00
Check Total:						1,560.00
59310	07/22/2010	Recreation Fund	Operating Supplies	Rosetown Playhouse	Camp Stipend for Partnership	873.60
Check Total:						873.60
59311	07/22/2010	General Fund	Operating Supplies	Ruffridge Johnson Equipment, I	Pour Pots With Legs	207.34
Check Total:						207.34
59312	07/22/2010	Recreation Fund	Professional Svcs	SportSign	Interpreter Services	966.00
59312	07/22/2010	Recreation Fund	Professional Svcs	SportSign	Interpreter Services	826.00
59312	07/22/2010	Recreation Fund	Professional Svcs	SportSign	Interpreter Services	112.00
Check Total:						1,904.00
59313	07/22/2010	General Fund	Contract Maintenance	Sprint	Cell Phones	64.01
Check Total:						64.01
59314	07/22/2010	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	155.25
59314	07/22/2010	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
Check Total:						159.60
59315	07/22/2010	General Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Asphalt	3,255.95
Check Total:						3,255.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59316	07/22/2010	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2071 N Fry St	69.55
59316	07/22/2010	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2545 N Pascal St	58.85
59316	07/22/2010	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2544 N Fairview	69.55
59316	07/22/2010	HRA Property Abatement Pr	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2030 N Snelling	69.55
Check Total:						267.50
59317	07/22/2010	Public Works Vehicle Revolv	Public Works Vehicles	Towmaster	Truck Box, Hydraulics, Wing, Pre-wetting	72,317.46
59317	07/22/2010	Public Works Vehicle Revolv	Public Works Vehicles	Towmaster	Shipping and Handling	4,927.52
Check Total:						77,244.98
59318	07/22/2010	Boulevard Landscaping	Operating Supplies	Tri State Bobcat	Weedwacker Repair	31.00
59318	07/22/2010	Boulevard Landscaping	Operating Supplies	Tri State Bobcat	Weedwacker Repair	90.54
Check Total:						121.54
59319	07/22/2010	P & R Contract Maintenance	Contract Maintenance	Trugreen L.P.	Spring Application	722.72
Check Total:						722.72
59320	07/22/2010	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacterias-June 2010	320.00
Check Total:						320.00
59321	07/22/2010	Sanitary Sewer	Operating Supplies	United Rentals Northwest, Inc.	Marking Stick	22.70
59321	07/22/2010	Sanitary Sewer	Operating Supplies	United Rentals Northwest, Inc.	Rainsuit	18.38
Check Total:						41.08
59322	07/22/2010	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Cottonwood Trees Removal	2,826.84
59322	07/22/2010	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Cottonwood Trees Removal	9,396.98
59322	07/22/2010	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Cottonwood Trees Removal	3,440.84
Check Total:						15,664.66
59323	07/22/2010	Sanitary Sewer	Operating Supplies	Valley National Gases	Work Gloves	38.81
59323	07/22/2010	General Fund	Vehicle Supplies	Valley National Gases	Acetylene, Helium, Argon, Oxygen	42.03
Check Total:						80.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59324	07/22/2010	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Water Cooler Replacement	1,285.00
					Check Total:	1,285.00
59325	07/22/2010	Recreation Fund	Building Rental	Pa Vu	Damage Deposit Refund	400.00
					Check Total:	400.00
59326	07/22/2010	Water Fund	Professional Services	Water Conservation Service, In	Leak Location	213.00
					Check Total:	213.00
59327	07/29/2010	Recreation Fund	Professional Services	AARP	Driving Instruction	382.00
					Check Total:	382.00
59328	07/29/2010	Information Technology	Contract Maintenance	Access Communications Inc	Technician Labor	65.26
59328	07/29/2010	Information Technology	Contract Maintenance	Access Communications Inc	Technician Labor	47.76
					Check Total:	113.02
59329	07/29/2010	Contracted Engineering Svcs Deposits		Adolfson-Peterson Construction	Return of Escrow	7,500.00
					Check Total:	7,500.00
59330	07/29/2010	Telecommunications	Professional Services	Barbara Barbara Keith Designs	Parkview Logo	55.00
					Check Total:	55.00
59331	07/29/2010	Recreation Donations	Operating Supplies	Big Print Inc	Friends of the Oval Foundation Banners	213.75
					Check Total:	213.75
59332	07/29/2010	Recreation Fund	Professional Services	Patrick Boyd	Lacrosse Officiating	120.00
					Check Total:	120.00
59333	07/29/2010	Housing & Redevelopment A	Professional Services	Christie Printing Company	Brochures	270.23
59333	07/29/2010	Community Development	Printing	Christie Printing Company	Flyers	19.37
59333	07/29/2010	Housing & Redevelopment A	Professional Services	Christie Printing Company	Flyers	382.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59333	07/29/2010	Community Development	Printing	Christie Printing Company	Envelopes	70.54
Check Total:						742.81
59334	07/29/2010	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	39.36
59334	07/29/2010	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
59334	07/29/2010	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
59334	07/29/2010	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	39.36
59334	07/29/2010	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	39.36
59334	07/29/2010	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						126.06
59335	07/29/2010	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	471.65
Check Total:						471.65
59336	07/29/2010	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Liquid Chlorine	229.19
59336	07/29/2010	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Gasket	82.50
59336	07/29/2010	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Chlorine Reagent, Indicator Powder	73.80
Check Total:						385.49
59337	07/29/2010	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Midway Speedskating-June Bingo	2,007.18
59337	07/29/2010	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Youth Hockey June Bingo	2,143.26
Check Total:						4,150.44
59338	07/29/2010	General Fund	211200 - Financial Support	Discover Bank	Case #: 62CV-09-11758	281.16
Check Total:						281.16
59339	07/29/2010	General Fund	211200 - Financial Support	Diversified Collection Service	XXXXXXXXXX	210.24
Check Total:						210.24
59340	07/29/2010	P & R Contract Maintenance	Operating Supplies	Ecolab Equipment Care	Freezer Repair	213.95
Check Total:						213.95
59342	07/29/2010	Golf Course	Operating Supplies	Excel Turf and Ornamental	Fungi Granular	347.34

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						347.34
59343	07/29/2010	Telecommunications	Printing	Fed Ex Kinko's	Cutting, Padding	64.54
Check Total:						64.54
59344	07/29/2010	General Fund	Employer Insurance	Healthpartners	Health Insurance Premium-Aug 2010	900.00
59344	07/29/2010	General Fund	211406 - Medical Ins Employer	Healthpartners	Health Insurance Premium-Aug 2010	69,271.72
59344	07/29/2010	General Fund	211400 - Medical Ins Employee	Healthpartners	Health Insurance Premium-Aug 2010	7,962.82
59344	07/29/2010	General Fund	211400 - Medical Ins Employee	Healthpartners	Health Insurance Premium-Aug 2010	18,409.27
Check Total:						96,543.81
59345	07/29/2010	Water Fund	Accounts Payable	GARY HICKOK	Refund check	35.58
59345	07/29/2010	Sanitary Sewer	Accounts Payable	GARY HICKOK	Refund check	9.54
Check Total:						45.12
59346	07/29/2010	Singles Program	Operating Supplies	Jean Hoffman	Singles Supplies Reimbursement	23.95
Check Total:						23.95
59347	07/29/2010	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	Payroll Deduction for 7/27 Payroll	350.28
Check Total:						350.28
59348	07/29/2010	General Fund	Printing	Impressive Print	Envelopes	251.16
59348	07/29/2010	General Fund	Printing	Impressive Print	Absentee Ballot Applications	213.75
Check Total:						464.91
59349	07/29/2010	Telephone	Telephone	Integra Telecom	Telephone Service	301.36
Check Total:						301.36
59350	07/29/2010	Risk Management	Professional Services	Integrated Loss Control, Inc	Safety Services 9/1/10 Thru 8/31/11	7,392.00
Check Total:						7,392.00
59351	07/29/2010	Recreation Fund	Operating Supplies	JK Sports Inc	Raiders Basketball Camp T-Shirts	935.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	935.00
59352	07/29/2010	Golf Course	Vehicle Supplies	Kath Auto Parts	Oil	37.96
					Check Total:	37.96
59353	07/29/2010	Sanitary Sewer	Accounts Payable	LAWRENCE LEE	Refund check	5.07
					Check Total:	5.07
59354	07/29/2010	Recreation Fund	Operating Supplies	Lightning Disposal, Inc.	Waste Disposal	220.96
					Check Total:	220.96
59355	07/29/2010	P & R Contract Maintenance	Operating Supplies	M/A Associates	Black Liners	651.19
					Check Total:	651.19
59356	07/29/2010	Recreation Fund	Professional Services	David Martin	Youth Tennis Instructor	165.38
					Check Total:	165.38
59357	07/29/2010	P & R Contract Maintenance	Operating Supplies	Menards	Gardening Supplies	63.94
59357	07/29/2010	P & R Contract Maintenance	Operating Supplies	Menards	Water	2.98
					Check Total:	66.92
59358	07/29/2010	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Actuator, Valve	362.13
					Check Total:	362.13
59359	07/29/2010	TIF District #17-Twin Lakes	AUAR SubArea I Prof Svcs	MN Dept of Transportation	Bituminous Plant Inspection	32.70
59359	07/29/2010	TIF District #17-Twin Lakes	AUAR SubArea I Prof Svcs	MN Dept of Transportation	Bituminous Plant Inspection	276.82
					Check Total:	309.52
59360	07/29/2010	General Fund	Operating Supplies	Moore Fun, Inc.	Slides, Bouncers-Final Payment	267.19
					Check Total:	267.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59361	07/29/2010	Recreation Fund	Parade Sponsor	North Suburban Golden "K" Kiwa	Commission on Rosefest Button Sales	500.00
Check Total:						500.00
59362	07/29/2010	Recreation Fund	Professional Services	Julia Olson	Youth Tennis Instructor	189.75
Check Total:						189.75
59363	07/29/2010	Water Fund	Accounts Payable	WALTER PESINA	Refund check	46.23
59363	07/29/2010	Sanitary Sewer	Accounts Payable	WALTER PESINA	Refund check	8.63
Check Total:						54.86
59364	07/29/2010	Recreation Fund	Postage	Postmaster- Cashier Window #5	Fall Brochure Postage-Acct 2437	4,900.00
Check Total:						4,900.00
59365	07/29/2010	General Fund	211401- HSA Employee	Premier Bank	HSA	1,786.15
59365	07/29/2010	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,678.46
Check Total:						5,464.61
59366	07/29/2010	Telephone	Telephone	Qwest	Telephone	38.94
59366	07/29/2010	Telephone	Telephone	Qwest	Telephone	101.42
Check Total:						140.36
59367	07/29/2010	Telephone	Telephone	Qwest Communications	Telephone	146.31
Check Total:						146.31
59368	07/29/2010	General Fund	Operating Supplies	Rainbow Party Arts	Face Painters	450.00
Check Total:						450.00
59369	07/29/2010	General Fund	Professional Services	Ramsey County Recorder	Quit Claim Deed Filing Fee	46.00
Check Total:						46.00
59370	07/29/2010	Pathway Maintenance Fund	Operating Supplies	Ramy Turf Products	Spun Bound Fabric	90.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						90.00
59371	07/29/2010	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case #: CV074555	368.03
Check Total:						368.03
59372	07/29/2010	Contracted Engineering Svcs Deposits		Ronald Anderson Construction	Return of Escrow-2060 Chatsworth	3,000.00
59372	07/29/2010	Contracted Engineering Svcs Deposits		Ronald Anderson Construction	Return of Escrow-2068 Chatsworth	3,000.00
Check Total:						6,000.00
59373	07/29/2010	Recreation Fund	Operating Supplies	Rosetown Playhouse	Camp Stipend for Partnership	2,548.00
Check Total:						2,548.00
59374	07/29/2010	Recreation Fund	Sales Tax Payable	Michael Sandmann	Shelter Rental Refund	5.98
59374	07/29/2010	Recreation Fund	Fee Program Revenue	Michael Sandmann	Shelter Rental Refund	9.00
59374	07/29/2010	Recreation Fund	Fee Program Revenue	Michael Sandmann	Shelter Rental Refund	66.02
Check Total:						81.00
59375	07/29/2010	Water Fund	Accounts Payable	BEVERLY SCHNEIDER	Refund check	1.36
59375	07/29/2010	Sanitary Sewer	Accounts Payable	BEVERLY SCHNEIDER	Refund check	14.31
Check Total:						15.67
59376	07/29/2010	Recreation Fund	Professional Services	Sports Unlimited, Corp.	Lacrosse Camp	938.00
Check Total:						938.00
59377	07/29/2010	Water Fund	Accounts Payable	ST PAUL INDUSTRIAL PROP	Refund check	451.35
Check Total:						451.35
59378	07/29/2010	Water Fund	Accounts Payable	ST PAUL INDUSTRIAL PROP	Refund check	120.36
Check Total:						120.36
59379	07/29/2010	Water Fund	Accounts Payable	ST PAUL INDUSTRIAL PROP	Refund check	120.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						120.36
59380	07/29/2010	P & R Contract Maintenance	Operating Supplies	Stanley Security Solutions, In	Key	40.52
Check Total:						40.52
59381	07/29/2010	General Fund	211200 - Financial Support	Steward, Zlimen & Jungers, LTD	Case #: 09-06243-0	68.90
Check Total:						68.90
59382	07/29/2010	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	339.25
59382	07/29/2010	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
Check Total:						343.60
59383	07/29/2010	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	585.68
59383	07/29/2010	General Fund	Contract Maintenance Vehicles	Suburban Tire Wholesale, Inc.	Labor	97.50
Check Total:						683.18
59384	07/29/2010	Recreation Fund	Non Fee Program Revenue	Shu-Ping Teoh	Overpayment Refund	13.00
Check Total:						13.00
59385	07/29/2010	General Fund	Transportation	US Bank	Petty Cash Reimbursement	6.00
59385	07/29/2010	General Fund	Transportation	US Bank	Petty Cash Reimbursement	7.00
59385	07/29/2010	General Fund	Conferences	US Bank	Petty Cash Reimbursement	10.00
59385	07/29/2010	General Fund	Transportation	US Bank	Petty Cash Reimbursement	20.00
59385	07/29/2010	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	19.00
59385	07/29/2010	General Fund	Miscellaneous	US Bank	Petty Cash Reimbursement	22.54
59385	07/29/2010	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	8.55
59385	07/29/2010	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	9.50
59385	07/29/2010	Golf Course	Merchandise For Sale	US Bank	Petty Cash Reimbursement	83.51
59385	07/29/2010	Golf Course	Operating Supplies	US Bank	Petty Cash Reimbursement	16.06
Check Total:						202.16
59386	07/29/2010	Recreation Fund	Fee Program Revenue	Suzanne Van Deusen	Refund	42.00
Check Total:						42.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59387	07/29/2010	P & R Contract Maintenance	Operating Supplies	Viking Industrial Center	Gloves, Safety Glasses	123.01
					Check Total:	123.01
59388	07/29/2010	Water Fund	Accounts Payable	LOIS WAGNER	Refund check	44.15
					Check Total:	44.15
59389	07/29/2010	General Fund	Operating Supplies	Walton's Hollow	Petting Zoo	1,146.00
					Check Total:	1,146.00
59390	07/29/2010	Singles Program	Operating Supplies	Martha Weller	Singles Supplies Reimbursement	16.49
59390	07/29/2010	Singles Program	Operating Supplies	Martha Weller	Singles Supplies Reimbursement	7.48
					Check Total:	23.97
59391	07/29/2010	Recreation Fund	Operating Supplies	Youth Lacrosse of Minnesota	Lacrosse Fee-State Tourn.	250.00
					Check Total:	250.00
59392	07/29/2010	General Fund	211200 - Financial Support	Scott Zins	Reimbursement	279.64
					Check Total:	279.64
59393	08/03/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	190.75
					Check Total:	190.75
59394	08/03/2010	TIF District #17-Twin Lakes	Payment to Owners	Cobalt Industrial REIT II	Property Acquisition 1885-1915 Cty Rd C	17,200.00
					Check Total:	17,200.00
					Report Total:	952,946.05

REQUEST FOR COUNCIL ACTION

Date: 08/09/10
Item No.: 7 . b

Department Approval

Christopher K. Miller

Acting City Manager Approval

Christopher K. Miller

Item Description: Approval of 2010/2011 Business License

BACKGROUND

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

Massage Therapist License

JoAnne M. Lorenz
At Stephen's Salon
1125 W County Road B
Roseville, MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

Prepared by: Chris Miller, Finance Director
Attachment: A: Application



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

Massage Therapist License

New License _____ Renewal ☒ _____

For License year ending June 30 2011

1. Legal Name Jo Anne Marie Lorenz

2. Home Address _____

3. Home Telephone _____

4. Date of Birth _____

5. Drivers License Number _____

6. Email Address _____

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

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
STEPHEN'S SALON, 1125 W 6 RD B, ROSEVILLE, MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville

REQUEST FOR COUNCIL ACTION

Date: 8/09/2010
Item No.: 7 . C

Department Approval

Christopher K. Miller

Acting City Manager Approval

Christopher K. Miller

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
Recreation	Upper Cut Tree Service	Diseased and Hazardous tree removal	\$ 21,000.00

Sale of Surplus Vehicles or Equipment

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

Department	Item / Description

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

19 **STAFF RECOMMENDATION**

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

22 **REQUESTED COUNCIL ACTION**

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

25

26

Prepared by: Chris Miller, Finance Director

Attachments: A: None

27

1
2

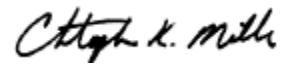
ROSEVILLE
REQUEST FOR COUNCIL ACTION

3 Date: 8/9/10
4 Item No.: 7.d

5 Department Approval

Acting City Manager Approval

6 



7 **Item Description:**

8 Approve Terms of 2010 Local 49 Maintenance Workers Contract
9

10 **BACKGROUND**

11
12 The City of Roseville has four collective bargaining units, the Police Sergeants, Teamsters;
13 Police, LELS; Maintenance Workers, IUOE Local 49; and the fulltime Firefighters, IAFF. The
14 only unit settled for 2010 is the Teamsters.

15
16 This report pertains to the 49ers. There are 28 city employees in the 49ers' bargaining unit.
17 They perform a variety of maintenance duties in the Public Works and the Parks and Recreation
18 Departments. The City and the union have been negotiating since September 2009 as the contract
19 expired on December 31, 2009.

20
21 Although staff wages are currently under five different plans, the City maintains a policy of
22 internal parity for all employees. According to this policy, comparable cost of living increases
23 and benefits would be consistently provided to these five employee groups. Council did not
24 approve an increase for non-union employees. In addition, the City benchmarks itself with
25 comparable municipalities. According to comparable municipalities, the wage increase for union
26 and non-union groups averages between .5 and 1% for 2010 with various implementation dates.
27 Based upon this data and Council's Budget the proposed 2010 compensation adjustment for the
28 Local 49 group would fall within these terms.

29
30 City staff and union members from Local 49 have met and found common ground for a
31 settlement on a one year contract. The membership voted to accept the contract terms on July
32 22, 2010 with implementation upon Council approval. The following are the agreement terms:
33

34 Description of Proposed Agreement

35
36 1. CONTRACT DURATION:

- 37 ➤ Term of 1 year from 1/1/10 - 12/31/10

38 2. WAGES:

- 39 ➤ 12/31/10 increase all IUOE union classifications 1%.

40 3. INSURANCE:

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

42 4. PAID TIME OFF (PTO):

- 43 ➤ Effective 7/1/10 unit employees will convert to the PTO system under the same
44 terms as non union employees converted in July of 2006. With the PTO system
45 definitions of planned and unplanned absences are added to the contract for
46 absence management. Large sick leave banks that are an unfunded liability are
47 wiped off the books and employees under PTO accrue fewer days. However unit
48 employees are protected through short term disability insurance coverage have
49 ownership of their time and more flexibility in time off usage.

50 **POLICY OBJECTIVE**

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

54
55 The City's compensation policy objectives include:

56
57 Internal Equity - maintaining a compensation and benefit package that is as consistent as
58 possible between the City's three union and two non-union groups.

59
60 External Equity- maintaining compensation and benefits packages that are equivalent to
61 comparable cities for comparable positions.

62 **BUDGET IMPLICATIONS**

63 This proposed package costs the City \$228 more than the Council-approved in the 2010 budget
64 for wages, but saves 112 days of potential sick leave usage annually through the PTO system
65 conversion providing no short term disability is used by the group. This is one employee for 896
66 hours annually.

67 **STAFF RECOMMENDATION**

68 Staff recommends approval of the 2010 49er contract.

69 **REQUESTED COUNCIL ACTION**

70 Motion to approve the proposed terms and conditions of the 2010 collective bargaining
71 agreement with the IUOE Local 49 and direct City staff to prepare the necessary documents for
72 execution, subject to City Attorney approval.

Prepared by: Eldona Bacon, Human Resources Manager

34 Description of Proposed Agreement

35
36 1. CONTRACT DURATION:

- 37 ➤ Term of 1 year from 1/1/10 - 12/31/10

38 2. WAGES:

- 39 ➤ 12/31/10 increase all IUOE union classifications 1%.

40 3. INSURANCE:

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42 4. PAID TIME OFF (PTO):

- 43 ➤ Effective 7/1/10 unit employees will convert to the PTO system under the same
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Prepared by: Eldona Bacon, Human Resources Manager

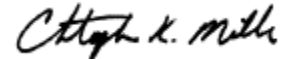
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 08/09/2010
Item No.: 7.e

Department Approval



Acting City Manager Approval



Item Description: **Metropolitan Livable Communities Act Local Housing Incentives Account (LCA LHIA)**

BACKGROUND

The City of Roseville has previously elected to participate in the Metropolitan Livable Communities Act Local Housing Incentives Account (LCA LHIA). Participation in LCA LHIA is voluntary and provides the City with the opportunity to compete for grants and loans to support activities that help the City meet its affordable and life cycle housing goals, clean up polluted sites and support demonstration projects linking jobs, housing and transit (Attachment A).

The City's previously adopted LCA LHIA affordable and life cycle housing goals were negotiated with the Metropolitan Council for the period 1996-2010 (Attachment B).

If the City elects to continue its participation in the LCA, it must establish new affordable and life-cycle housing goals for the next decade 2011 through 2020 (Attachment C).

As part of the City's recently submitted 2030 Comprehensive Plan Update, it acknowledged its fair share of the region's affordable housing need of 201 units over the next 10 years. Based upon the limited resources in creating affordable housing units over the next decade, the Met Council asks the City to establish a range of 131 to 201 units.

Regarding the City's life-cycle housing goal to diversify the type and density of housing to meet residents' changing housing needs and preferences, the Met Council asks the City to establish a goal range of 200 to 500 units over the next decade. The low end of the range represents the community's total share of the regions' affordable housing need and the high end is the potential number of units permitted by the land use guiding in the City's 2030 Plan Update for medium, high, mixed use, redevelopment, TOD or similarly named residential development, or the total forecasted household growth for the community to 2020, whichever number is less.

The HRA has reviewed the goals and made recommendation on July 20th, 2010 to have the City Council adopt a resolution electing to continue participating in the Local Housing Incentives Account Program under the Metropolitan Livable Communities Act and to (Attachment D).

Upon passing of the resolution staff will submit the Housing and Neighborhoods section from

the Comprehensive Plan as the Housing Action Plan that the Met Council requires (Attachment E).

Staff Recommendation

The HRA recommends to the Roseville City Council to adopt a resolution electing to participate in the Local Housing Incentives Program under the Metropolitan Livable Communities Act for calendar years 2011 through 2020 and agrees to new affordable units goal of 131 to 201 units and to establish a life-cycle housing goal range of 200 to 500 units over the next decade as indicated in Attachment D.

Prepared by: Jeanne Kelsey, Housing Program Coordinator
Attachments: A: Previous Funded and Unfunded Projects/Grants 1996-2009
B: LCA LHIA Goals for period 1996-2010
C: LCA LHIA Goals for period 2011-2020
D: Resolution
E: Housing and Neighborhoods Comprehensive Plan

Enclosure B

Funded and Unfunded Projects/Grants

Funded LCA Grants 1996 - 2009 for the City of Roseville

2008	\$189,000	Cent Ventures
1996	\$270,000	Cornerstone Program
2001	\$200,000	Housing Rehabilitation Incentive Program
1996	\$373,000	Ideal Security Hardware
1996	\$218,604	Midwest Motor
1997	\$72,622	Opus/Gateway
2002	\$150,000	Senior Housing Regeneration - Roseville, designated city to administer
2007	\$305,000	Sienna Green Phase I (fka Har Mar Apartments)
2007	\$121,500	Sienna Green Phase I (fka Har Mar Apartments)
2009	\$202,100	Sienna Green Phase II
2005	\$692,200	Twin Lakes - I
2006	\$350,000	Twin Lakes - II
2001	\$58,500	Twin Lakes Redevelopment Plan

Unfunded LCA Grants 1996 - 2009 for the City of Roseville

1999	\$850,000	Hamline Commons
2006	\$328,100	Har Mar Apartments
1998	\$1,000,000	Larpenteur Neighborhood
2000	\$60,000	Lexington Village
2006	\$250,000	Parkside Addition
2002	\$1,000,000	Twin lakes Mixed Use Business Park
2005	\$2,000,000	Twin Lakes Mixed Use Redevelopment - Phase I

Enclosure A
City of Roseville

Livable Communities Act (LCA) Goals* 1996-2010

New Affordable Ownership Units:	607
New Affordable Rental Units:	218
New Rental Units - All:	435

* When communities established LCA goals in 1995, the goals were expressed as percentages of the communities' housing stock (ownership and rental). The numbers above represent the unit numbers extrapolated from the percentages.



June 25, 2010

Mr. Bill Malinen
City Manager
City of Roseville
2660 Civic Center Dr
Roseville MN 55113-1899

Dear Mr. Malinen:

The City of Roseville previously elected to be a participant in the Metropolitan Livable Communities Act Local Housing Incentives Account (LCA LHIA). Participation in the **voluntary** LCA LHIA provides the City with the opportunity to compete for grants and loans to support activities that help the City meet its affordable and life cycle housing goals, clean up polluted sites, and support demonstration projects linking jobs, housing and transit.

The City's previously adopted LCA LHIA affordable and life cycle housing goals were negotiated with the Metropolitan Council for the period 1996 – 2010. Those goals are indicated in Enclosure A.

If the City elects to continue its participation in the LCA, it must establish new affordable and life-cycle housing goals for the next decade (2011 through 2020).

As part of the City's recently submitted 2030 Comprehensive Plan Update, it acknowledged its fair share of the region's affordable housing need. For the City of Roseville the fair share number is **201** units over the next 10 years.

Although the Council fully supports the need for this total number of new affordable units over the next decade, it also acknowledges the reality of limited funding available to create new affordable housing opportunities. For this reason, the Council asks the City establish its LCA affordable housing goal as a range of 131 to 201 units for the period 2011 to 2020 with the low end of the range representing the number of units that can be accomplished at currently available funding levels region-wide.

Regarding the City's life-cycle housing goal to diversify the type and density of housing to meet residents' changing housing needs and preferences, the Council asks the City establish a goal range of **200 to 500** units over the next decade. The low end of the range represents the community's total share of the region's affordable housing need and the high end is the potential number of units permitted by the land use guiding in the City's 2030 Plan Update for medium, high, mixed use, redevelopment, TOD or similarly named residential development, or the total forecasted household growth for the community to 2020, whichever number is less.

www.metrocouncil.org

JUN 28 2010

City of Roseville, Cont.

Enclosed with this letter is a listing of the grants awarded to the City of Roseville through the LCA and a list of projects the City applied for, but where funding was not awarded. See Enclosure B.

To make official the City's decision to continue participation in the LCA, the Metropolitan Council is asking the City to adopt these new affordable and life-cycle housing goal ranges, by passing a resolution that incorporates the numbers described above. A sample resolution is enclosed; however, the City may craft the resolution in the manner that best meets its needs as long as the affordable and life-cycle goals are part of the resolution. The Council asks that the City pass a resolution and **provide a copy to the Council no later than September 1, 2010**. See Enclosure C.

Additionally, before December 1, 2010 the City must develop a Housing Action Plan outlining the steps the City will take to help meet its LCA goals. Much, if not all of this Action Plan can be taken from the housing implementation section of the City's Comprehensive Plan Update. A checklist to assist in the development of the Housing Action Plan is attached as Enclosure D.

We have also attached an information item about the LCA, (Enclosure E), and additional information is available on the Council's website at <http://www.metrocouncil.org/planning/index.htm>

The LCA emphasizes cooperation and incentives to achieve goals. The Metropolitan Council looks forward to continuing to work with the City through its continued voluntary participation in the LCA to continue to meet the affordable and life-cycle housing needs of the City and the region.

If you have any questions or need additional information please feel free to contact your Council staff Sector Representative, Susan Hoyt, at (651) 602-1330 or susan.hoyt@metc.state.mn.us.

Sincerely,



Guy Peterson,
Director, Community Development Division
Metropolitan Council

Enclosures for the City of Roseville:

- A: 1996 to 2010 LCA Goals
- B: Funded and unfunded LCA projects/grants
- C: Sample city resolution
- D: Housing Action Plan checklist
- E: Information on the LCA

cc: Susan Hoyt, Sector Representative

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 9th day of August, 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.

**RESOLUTION ELECTING TO CONTINUE PARTICIPATING IN THE LOCAL
HOUSING INCENTIVES ACCOUNT PROGRAM UNDER THE
METROPOLITAN LIVABLE COMMUNITIES ACT**

CALENDAR YEARS 2011 THROUGH 2020

WHEREAS, the Metropolitan Livable Communities Act (Minnesota Statutes sections 473.25 to 473.255) establishes a Metropolitan Livable Communities Fund which is intended to address housing and other development issues facing the metropolitan area defined by Minnesota Statutes section 473.121; and

WHEREAS, the Metropolitan Livable Communities Fund, comprising the Tax Base Revitalization Account, the Livable Communities Demonstration Account, the Local Housing Incentive Account and the Inclusionary Housing Account, is intended to provide certain funding and other assistance to metropolitan-area municipalities; and

WHEREAS, a metropolitan-area municipality is not eligible to receive grants or loans under the Metropolitan Livable Communities Fund or eligible to receive certain polluted sites cleanup funding from the Minnesota Department of Employment and Economic Development unless the municipality is participating in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254; and

WHEREAS, the Metropolitan Livable Communities Act requires the Metropolitan Council to negotiate with each municipality to establish affordable and life-cycle housing goals for that municipality that are consistent with and promote the policies of the Metropolitan Council as provided in the adopted Metropolitan Development Guide; and

WHEREAS, previously negotiated affordable and life-cycle housing goals for municipalities participating in the Local Housing Incentives Account Program expire in 2010; and

WHEREAS, a metropolitan-area municipality can participate in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254 if: (a) the municipality elects to participate in the Local Housing Incentives Program; (b) the Metropolitan Council and the municipality successfully negotiate new affordable and life-cycle housing goals for the municipality; (c) the Metropolitan Council adopts by resolution the new negotiated affordable and life-cycle housing goals for the municipality; and (d) the municipality establishes it has spent or will spend or distribute to the Local Housing Incentives Account the required Affordable and Life-Cycle Housing Opportunities Amount (ALHOA) for each year the municipality participates in the Local Housing Incentives Account Program.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Roseville:

1. Elects to participate in the Local Housing Incentives Program under the Metropolitan Livable Communities Act for calendar years 2011 through 2020.
2. Agrees to the following affordable and life-cycle housing goals for calendar years 2011 through 2020:

Affordable Housing Goals Range	Life-Cycle Housing Goals Range
131 to 201	200 to 500

3. Will prepare and submit to the Metropolitan Council a plan identifying the actions it plans to take to meet its established housing goals.

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville has adopted the new affordable units goal of 131 to 201 units and to establish a life-cycle housing goal range of 200 to 500 units over the next decade.

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

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

and the following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

91
92

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of August, 2010 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this day of , 20 .

William J. Malinen, City Manager

(Seal)

Housing and Neighborhoods 6

Housing and Neighborhoods is the primary chapter of the Comprehensive Plan that guides future development and improvements to the City's housing and neighborhoods. This chapter contains the following elements:

- ◆ Introduction
- ◆ Goals and Policies
- ◆ Housing Age and Tenure
- ◆ Housing Types and Trends
- ◆ Future New Housing Needs, Potential Sites, and Unit Projections
- ◆ Housing Programs and Agencies

Introduction

Housing is a basic human need and an essential component of the quality of life in a community. Maintaining diverse, safe, and affordable housing is one of the most critical matters facing the city of Roseville over the next twenty years. The availability of a variety of housing types, styles, and price ranges, which allows residents to move through the life-cycle housing chain, is a key factor in maintaining a community's ability to thrive well into the future. Roseville has had numerous conversations regarding the type of housing that should be developed in order to continue to make the community a desirable place to live.

Diverse, affordable, and high-quality housing and neighborhoods are critical components in defining Roseville, maintaining a healthy tax base, and attracting and retaining residents and businesses. Neighborhoods are the building blocks of the larger community, and many people identify with the social and physical

aspects of their neighborhood. Because of the shared community connections within neighborhoods, they often foster grass-roots civic discourse. Healthy neighborhoods bring vitality and promote investment in the larger community, providing a firm foundation to plan for Roseville's future.

Goals and Policies

The following goals and policies are established to guide future development and decision making relating to housing and neighborhoods in the city:

Goal 1: Provide a wide variety of housing options in order to retain and attract a diverse mix of people and family types with varying economic statuses, ages, and abilities.

Policy 1.1: Promote the development of housing stock that is appealing to persons of varying economic means.

Policy 1.2: Regularly review official controls to ensure opportunities for development of new housing stock, enhancement of existing housing stock, and ability to provide a diversity of housing choices.

Policy 1.3: Encourage the development of market-rate, intergenerational rental housing.

Policy 1.4: Partner with the Roseville Housing and Redevelopment Authority (HRA) to provide programs that encourage a range of housing choices for all residents in Roseville.

Policy 1.5: Partner with regional, state, and federal agencies, other cities/HRAs, nonprofit groups, and private-sector developers to provide high-quality, af-

fordable housing to accommodate the City's share of regional affordable-housing needs.

Policy 1.6: Integrate housing plans and policies with other City planning initiatives.

Goal 2: Maintain and enhance Roseville as a community with strong, desirable, and livable neighborhoods.

Policy 2.1: Promote and maintain neighborhoods through official controls supporting design elements that create safer streets, facilitate social interaction between neighbors, and enhance neighborhood connectivity, such as sidewalks or pathways, streetscaping, traffic-calming strategies, and open or green space.

Policy 2.2: Provide programs for rehabilitating and upgrading existing housing stock.

Policy 2.3: Support housing renovation, redevelopment, and/or infill projects that complement existing neighborhood character and improve neighborhood desirability and longevity.

Policy 2.4: Maintain and encourage a mix of housing types in each neighborhood based on available amenities, transportation resources, and adjacent land uses.

Policy 2.5: Encourage the integration of affordable housing in new and existing neighborhoods.

Policy 2.6: Prevent neighborhood decline by supporting ongoing code-compliance inspections and neighborhood reinvestment strategies.

Policy 2.7: Encourage communication channels between residential and commercial property owners/managers to resolve potential neighborhood issues.

Policy 2.8: Identify and encourage the preservation of historic homes and neighborhoods.

Goal 3: Encourage the development of neighborhood identities that build a sense of community and foster neighborhood interaction, as appropriate.

Policy 3.1: Foster the creation of individual neighborhood identities through the promotion of each neighborhood's unique attributes and amenities.

Policy 3.2: Assist residents in developing and maintaining neighborhood organizations and forums.

Policy 3.3: Create two-way paths of communication between the City and neighborhood organizations regarding overall citywide information and specific issues of concern and interest to individual neighborhoods.

Policy 3.4: Encourage neighborhood-based planning processes that rely heavily on resident participation.

Policy 3.5: Consider involvement of neighborhood residents in further development of area plans for the 16 planning districts (Land Use Chapter 4) within the framework of the Roseville 2025 Vision and the Comprehensive Plan.

Policy 3.6: Partner with neighborhood organizations to provide forums for residents to participate in the achievement of the housing and neighborhood goals.

Goal 4: Integrate environmental stewardship practices into the housing stock and neighborhoods.

Policy 4.1: Support official controls and programs that incorporate state-of-the-art technology for new construction or rehabilitation of existing homes that promotes innovative and sustainable building methods.

Policy 4.2: Encourage the use of high-quality, durable, and energy-efficient building materials and home products in renovations of existing and construction of new housing to promote decreased energy and land consumption, resource efficiency, indoor environmental quality, and water conservation, and to lessen site, neighborhood, and community impacts.

Policy 4.3: Encourage third-party certification, such as Leaders in Energy, Environmental Design (LEED), MNGreenstar, and EnergyStar, of “green” building practices for new and renovated housing units and developments.

Policy 4.4: Create ongoing resources to educate the community about “green” renovation and healthy building techniques.

Policy 4.5: Encourage the use of low-impact landscaping, such as no-mow yards, native landscaping, and rain gardens, to reduce the consumption of natural resources in yard maintenance.

Policy 4.6: Encourage housing development on sites that have access to multiple modes of transportation, including transit, biking, walking, and to sites that efficiently utilize land in a sustainable manner.

Goal 5: Continue support of housing and neighborhood programming provided by the HRA that address community needs.

Policy 5.1: Work in partnership with the HRA to identify housing issues, provide resources for housing programs, and educate Roseville residents on housing-related topics.

Policy 5.2: Coordinate with the HRA on implementation of housing-related activities identified within the Comprehensive Plan.

Housing Age and Tenure

Roseville experienced a significant housing boom between the 1940s and 1970s with 83% of all owner-occupied units and 74% of all rental units being constructed during this period (see Table 6.1). This rapid development of housing over a relatively short time period has resulted in housing stock and neighborhoods that are reaching the age when they will concurrently require significant investment.

The ratio of owner-occupied housing to rental housing has remained consistent over the last two decades. According to the 1990 and 2000 U.S. Censuses, approximately two-thirds of the housing stock is owner-occupied and one-third are rental units (see Table 6.2). This balance continued through 2007 based on the number and type of new-construction building permits issued by the City.

In the last several years, the community expressed concern regarding conversion of owner-occupied, single-family homes to rental housing. The Census data shows a consistent number of single-family rentals over time, with 218 units in 1990 and 206 units in 2000. Anecdotal information has suggested that the rate of conversion of older single-family homes from owner occupancy to rental has increased. The City will continue to monitor housing tenure trends over time.

Housing Costs and Affordability

The U.S. Department of Housing and Urban Development defines housing affordability as requiring no more than 30% of household income for housing costs. According to Census 2000, the owners of 86% of Roseville’s single-family, owner-occupied households paid less than 30% of their household incomes toward

selected monthly owner costs, such as mortgage payments, property taxes, insurance, utilities, fuels, condominium fees, or mobile home costs. Sixty-two percent (62%) of renters meet the federal housing affordability threshold.

The median single-family house value has increased by 81% over the last eight years, rising from \$130,500 in 2000 to \$237,200 in 2008. This upward trend is anticipated to level over the next few years due to current market conditions; however, with wages increasing at a slower rate, the overall affordability of single-family housing in Roseville may decrease.

Housing Types and Trends

In 2008, Roseville is home to approximately 34,000 residents living in a variety of housing styles including single-family homes, duplexes, apartments, condominiums, townhomes, manufactured homes, and senior housing complexes. The community also supports a variety of types of group living facilities, including nursing homes, dormitories, and group homes. The map in Figure 6.2 shows a distribution of the various housing types throughout the community. Table 6.6 contains the number of units (in 2008) for each housing type.

Years Built	Owner-Occupied		Rental		Total	
	Number	Percent	Number	Percent	Number	Percent
1939 or earlier	460	5%	93	2%	553	4%
1940s/50s	4,484	46%	646	14%	5,130	35%
1960s	2,239	23%	1,272	27%	3,511	24%
1970s	1,455	15%	1,641	34%	3,096	21%
1980s	492	5%	596	12%	1,088	7%
1990s	718	7%	536	11%	1,254	9%
Total	9,848	100%	4,784	100%	14,632	100%

Source: 2000 U.S. Census

Age of Housing Stock

Table 6.1

Tenure	1990		2000		2007 (est)***	
	Number of Units	Percent	Number of Units	Percent	Number of Units	Percent
Owner-Occupied*	9,343	65.7%	9,942	66.6%	10,427	66.8%
Renter-Occupied**	4,775	33.6%	4,870	32.6%	5,059	32.4%
Unknown	98	0.7%	112	0.8%	112	0.7%
Total Housing Units	14,216	100%	14,924	100%	15,598	100%

Source: U.S. Census and Roseville Building Permit Data

*Sum of occupied, owner-occupied and vacant, for sale data

**Sum of occupied, renter-occupied and vacant, for rent data

***Sum 2000 Census data and new building permits for owner-occupied and rental 2000-2007

Owner and Renter Occupied Housing Units - 1990-2007

Table 6.2

Type of Unit	1990			2000		
	Owner	Renter	Vacant	Owner	Renter	Vacant
1-unit, detached	8,076	218	75	8,143	206	94
1-unit, attached	36	175	13	848	174	40
2-unit	19	66	1	25	90	5
3- or 4-unit	11	22	0	20	29	-
5 or more units	683	3,753	561	752	4,226	172
Mobile home	92	14	3	60	32	8
Other	40	32	1	-	-	-
Total	9,282	4,280	654	9,848	4,757	319
Grand Total	14,216			14,924		
Source: U.S. Census						

Housing Units by Type and Tenure 1990-2000

Table 6.3

Percent of Income	With Mortgage		Without Mortgage		Total	
	Number	Percent	Number	Percent	Number	Percent
Less than 20 percent	2,991	54.0%	2,653	85.5%	5,644	65.3%
20 to 24 percent	1,031	18.6%	149	4.8%	1,180	13.6%
25 to 29 percent	528	9.5%	94	3.0%	622	7.2%
30 to 34 percent	312	5.6%	88	2.8%	400	4.6%
35 percent or more	654	11.8%	120	3.9%	774	9.0%
Not computed	26	0.5%	0	0	26	0.3%
Total	5,542	100%	3,104	100%	8,646	100%
<i>Source: U.S. Census</i>						

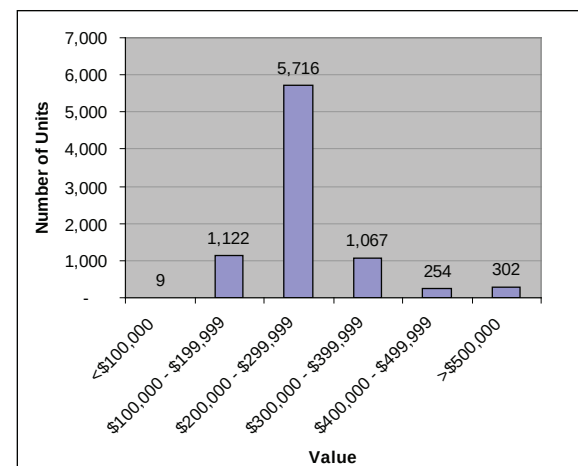
Owner-Occupied Housing Percent of Income in 1999

Table 6.4

Percent of Income	Number	Percent
Less than 15 percent	596	12.5%
15 to 19 percent	842	17.7%
20 to 24 percent	744	15.6%
25 to 29 percent	652	13.7%
30 to 34 percent	370	7.8%
35 percent or more	1,421	29.9%
Not computed	132	2.8%
Total	4,757	100.0%
<i>Source: 2000 U.S. Census</i>		

Gross Rent as % of Household Income (1999)

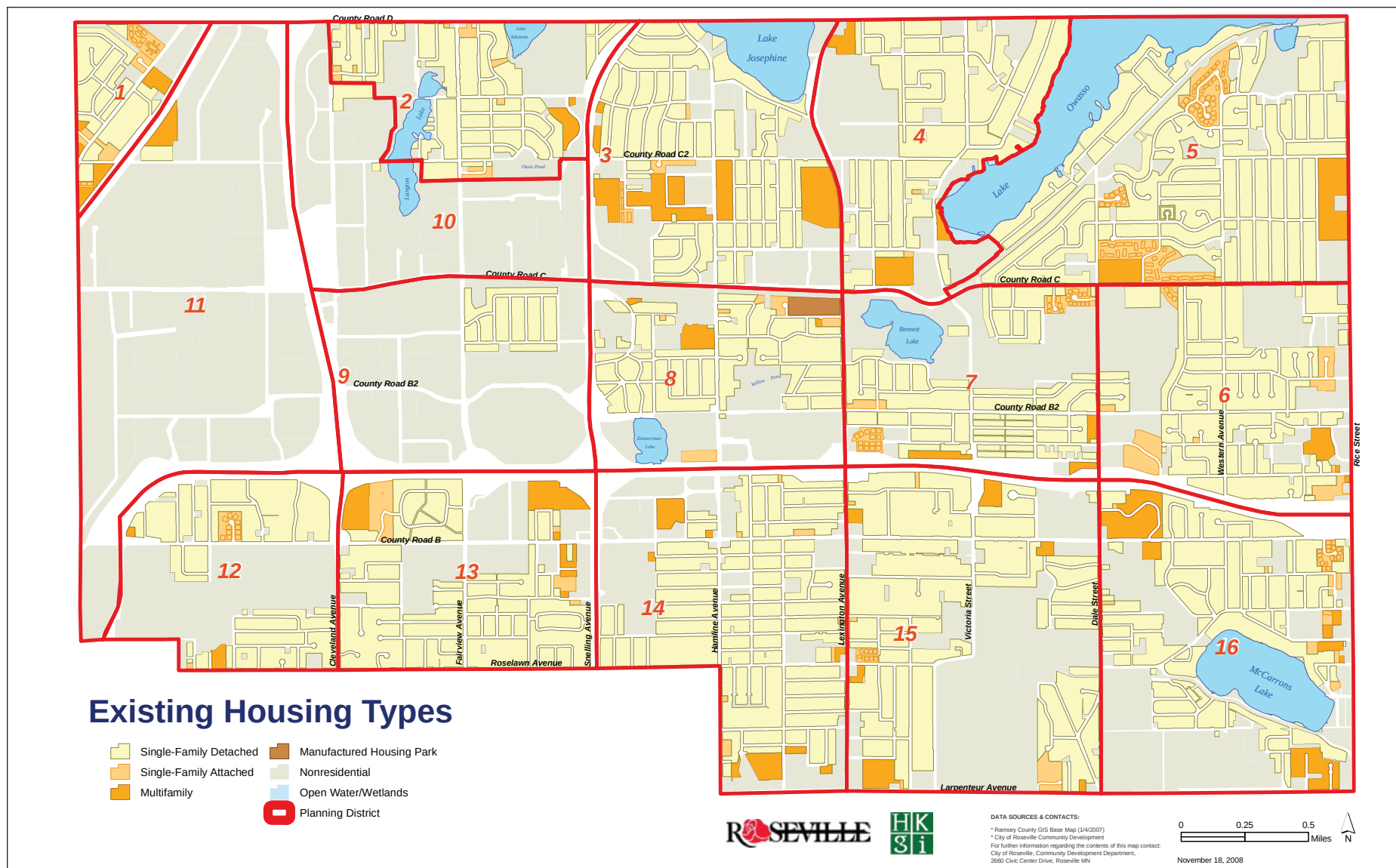
Table 6.5



Source: Ramsey County Parcel Data (April 2008)

2008 Assessed Value of Single-Family Homes

Figure 6.1



Existing Housing Types

Figure 6.2



Single-Family Houses

Roseville's neighborhoods of single-family homes are the building blocks of the community. In 2008, single-family housing represents 53% of the total available housing in the city. The median assessed value of these housing units is \$237,400 and the average value is \$264,389. The chart in Figure 6.1 shows the distribution of assessed value for single-family homes in Roseville.

Built predominately between the 1950s and 1970s, the size and style of these homes reflect the decades in which they were built. They are typically smaller in size (square feet) than new homes. Reinvestment in the community's homes has remained strong with an average of 930 building permits for home improvements issued each year over the last five years.

As described in Chapter 3 (Community Context), a large proportion of householders age 65 and over choose to continue living in single-family homes as they grow older. The single-story, bungalow, rambler, and ranch-style homes that are found throughout Roseville are very suitable for aging in place.

Type of Unit	2008	
	Number	Percent
Single-family houses (single-family detached)	8,470	53.0%
Apartments	3,468	21.7%
Condominiums	1,249	7.8%
Townhomes (single-family, attached)	1,053	6.6%
Senior Apartments	732	4.6%
Assisted Living/Nursing Homes	712	4.5%
Senior Cooperatives	196	1.2%
Manufactured Homes	107	0.7%
Total Number of Units	15,987	100.0%

Source: Ramsey County Tax Records (April 2008)

Housing Types in Roseville

Table 6.6

Because Roseville has limited land for new single-family residential development, the demolition of existing single-family homes is a viable means to obtain a lot for the construction of new single-family homes. According to the City's building inspectors, approximately three to four demolition permits are issued on single-family homes per year.



Apartments/Multifamily Rental Housing

Production of multifamily rental housing within the community, which in Roseville is predominately apartment complexes for rent, peaked during the 1970s, with

three-quarters all of rental units being constructed prior to 1980. Since the majority of apartments are over 30 years old, they lack the modern amenities offered by new apartment buildings. These older apartments typically have little green space, lack playground equipment, and have no garages.

Roseville's multifamily rental housing is consistent with regional market trends characterized by low vacancies, slowly rising rents, and little new construction. Many of these complexes are in need of updates and reinvestment to remain viable housing options. The Roseville HRA has initiated a multifamily housing initiative to begin to work with multifamily rental property owners to address necessary improvements to their investments. With little in production of rental housing since the 1970s, the City may want to advocate the development of non-age-restricted, market-rate apartments.



Condominiums and Townhomes

In 2008, condominiums and townhomes represent nearly 8% and 7% of the total available housing in the city, respectively. The median value of these housing units is \$114,600 and \$228,100, respectively. Development of multifamily, owner-occupied housing has shifted from condominiums to townhomes as is evidenced by the average age of these units. The average age of condominiums is approximately 30 years and the average age of townhome units is approximately 20 years. Due to their age, it is anticipated that many of the

condominium complexes will require fairly significant maintenance over the next several years.

Because of their ownership structure, older condominiums face unique challenges related to ongoing property maintenance and large capital improvements. An individual owner is responsible only for upkeep of the interior of their individual unit, while a condominium association is responsible for the ongoing maintenance of the common areas, such as the exterior of the building, yard, and parking lot. Each individual owner is a member of the condominium association and is required to pay a monthly fee to fund common-area improvements. In some condominium complexes, the association has not set fees at a sufficient level to fund future capital improvements to the common areas, and they encounter difficulty obtaining traditional bank financing to assist with financing shortfalls because the common areas of a building are not considered collateral by banks. Without the ability to leverage the capital needed to make improvements to the common areas, maintenance is deferred. As conditions in the common areas deteriorate, values of individual units decrease, owners find it increasingly difficult to sell their units, and the complex falters.



Senior Housing: Senior Apartments, Senior Cooperatives, and Assisted Living/Nursing Homes

Beyond single-family homes, Roseville has a wide variety of senior-housing options, including senior apartments, cooperatives, assisted-living facilities, and nursing-care facilities. In 2008, the city had 732 senior apartments and 712 assisted living/nursing home beds. One of the newer housing types to develop in Roseville is the senior-housing cooperative. From 2003 to 2008, two facilities have been constructed—Applewood Pointe and Greenhouse Village—that together total 196 housing units. As the population within Roseville and the surrounding metropolitan area continues to age, the senior-housing market in Roseville is expected to remain strong. However, a concern within the community is a future overabundance of age-restricted housing units. The City should monitor the proportion of this type of housing to other types within the community.



Manufactured Homes

The city has one manufactured-housing park within its borders. The park, located at the intersection of County Road C and Lexington Avenue, has a maximum capacity of 107 units.



Student Housing

Northwestern College is located on the border of Roseville and Arden Hills. The college currently has housing capacity for 1,061 students with 760 of those available in traditional residential halls and 301 students in college-owned apartments. The college is planning for future growth and is expected to construct another residence hall on its campus with capacity for an additional 550 students. Student housing places a unique demand on city services and residents. To forestall future conflicts, the City should continue to maintain an open dialogue with college administrators.

Future New-Housing Needs, Potential Sites, and Unit Projections

Future New-Housing Needs

Roseville's population has remained relatively stable since the post-war housing boom of the 1950s and 1960s. However, the number of households has changed drastically over the same time period due to the decreasing number of people per household. For example, between 1970 and 1980, the city's population grew by 3.7%, the number of households grew by 53%, and the household size decreased by 24%. It is anticipated that Roseville will continue to gain additional households; therefore, the City needs to plan where and how the community can accommodate these new households. (For a full discussion of population demographics, see Chapter 3 - Community Context.)

According to the Metropolitan Council 2030 Regional Development Framework, Roseville is designated as a "developed community" geographic planning area. The planning area designation sets overall densities that the community is expected to achieve by the regional planning agency. As part of this planning process, the Metropolitan Council projected Roseville's population to increase by 13% between 2000 and 2030, which translates into 4,610 new people or 1,902 new households. With new households projected to enter the community, the City must plan where new housing can be accommodated.

Potential Sites for New Housing

As a nearly built-out inner-ring suburb, the City is challenged as to how to accommodate housing for these projected incoming residents. The City has three

primary mechanisms by which to provide for additional housing units: infill housing development, increased housing densities, and redevelopment of currently non-residential areas into housing.

The map in Figure 6.3 identifies sites that are planned for potential new housing units within the community, and each area of new housing has been classified as either infill, increased density, or redevelopment sites.

Infill Development

Infill development housing uses parcels that are currently vacant but have been guided for residential uses on the 2030 Land Use Map. Approximately 100 acres of land are designated as potential infill sites for housing development, which translates into approximately 400 to 1,000 new housing units.

Category	1960	1970	1980	1990	2000	2007(est.)
Populations	23,997	34,518	35,820	33,485	33,690	34,099
# of Households	5,991	8,439	12,876	13,562	14,598	15,068
Household Size	3.99	3.55	2.70	2.37	2.20	2.13

Source: U.S. Census and Metropolitan Council

Total Population, # of Households and Household Size, 1960-2000

Table 6.7

	2000	2010	% Change	2020	% Change	2030	% Change
Population	33,690	36,000	6.9%	37,000	2.8%	38,300	3.5%
# of Households	14,598	15,500	6.2%	16,000	3.2%	16,500	3.1%

Source: Metropolitan Council System Statement (2004)

Population Projections

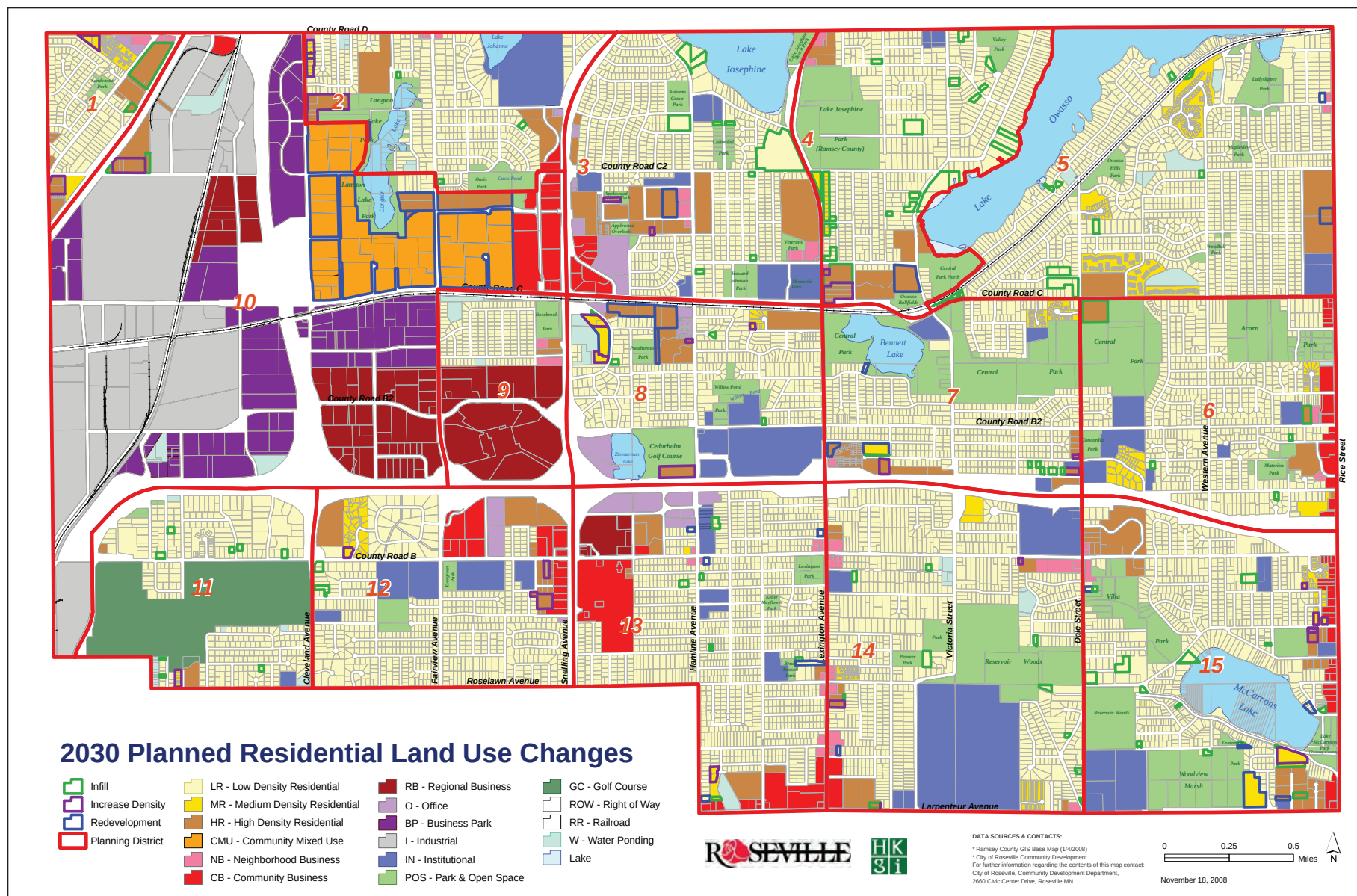
Table 6.8

Increasing Housing Density

The Future Land Use Plan does not redefine housing densities for the residential land-use categories beyond those that are allowable under the 2020 Roseville Comprehensive Plan. The parcels that are identified as "increased density" in Figure 6.3 are those where housing is currently located, but the density of the area increases with the future housing intensity (e.g. low-

As Roseville plans for current and future residents, it should focus on protecting natural resources, ensuring sufficient public infrastructure, and developing transition strategies to increase density and encourage infill development.

—Metropolitan Council's directive from System Statement



Future Housing Development Areas

Figure 6.3

density to medium-density). Forty-nine acres of land are planned to increase in housing density: 13 acres from low-density residential to medium-density residential, 26 acres from low-density to high-density residential, and 7.8 acres from medium-density to high-density residential. The projected additional housing units due to these increases in density could range from approximately 450 to 1,200 units.

Redevelopment

Parcels identified for housing redevelopment are those that will change from nonresidential uses to residential uses. There are approximately 240 acres identified as housing redevelopment parcels. Most of this acreage is located within the Twin Lakes Redevelopment Area and is designated on the 2030 Land Use Map as Community Mixed Use. Housing is intended to be a key component of this redevelopment area, but is not the sole use.

Housing Reduction

In addition to new-housing potential, Figure 6.3 also identifies parcels that are planned to convert from residential to nonresidential uses. There are approximately 24 acres of land that are planned to change from a residential use.

Affordable-Housing Needs

The Metropolitan Council periodically prepares projections of affordable-housing need for the seven-county metropolitan area. Using these metrowide projections, the Metropolitan Council establishes an affordable-housing goal for each community for both new affordable owner-occupied and rental units. Each community must annually report progress it has made in reaching its goal. Between 1996 and 2010, the Metropolitan Council

asked the City to work toward the construction of 825 new affordable-housing units, including 607 owner-occupied units and 218 rental units. Through 2007, the City has reached 43% of its owner-occupied goal and 10% of its rental goal.

Although Roseville does not have an explicit affordable-housing implementation strategy, the City and the Roseville HRA have promoted the development of affordable housing by:

- ♦ Encouraging developers to develop new affordable-housing units.
- ♦ Partnering with organizations, such as Habitat for Humanity, to construct new single-family housing units within the community.
- ♦ Purchasing land for new affordable-housing development.
- ♦ Approving deviations from the zoning code to allow for new affordable-housing units.

The City should consider strengthening its strategies to promote the development of new affordable, rental units. As described above, the City has not attracted a significant number of new affordable, rental units over the past ten years. In addition, according to the 2000 Census, 38% of renters in Roseville lived in housing considered unaffordable for their income by federal housing standards compared to 14% of homeowners. This indicates that there may be an even greater demand for additional affordable, rental units in the community.

In its *Determining Affordable Housing Needed in the Twin Cities 2011 – 2020 Report*, the Metropolitan Council set Roseville's affordable-housing goal at 201

new affordable-housing units within this timeframe. As part of the City's planning for the development of its share of new affordable-housing units, the City has identified sites throughout the community that have the potential for development of new housing units, including the desired affordable housing units. Figure 6.3 shows these potential new housing sites and designates them as either infill, increased density, or redevelopment sites. These sites include land guided for all three types of residential land uses: low density, medium density, high density, and mixed use.

New Housing Unit Projections

Based on current projections for population and households, Roseville is projected to add 500 households between 2010 and 2020 and another 500 households between 2020 and 2030. Based on the most recent estimate of existing households, Roseville had 15,068 households in April 2007. Therefore, the total projected increase in households 2007-2030 is projected to be approximately 1,432.

Figure 6.3 identifies approximately 209 acres with the potential for development of new housing units. In addition, approximately 179 acres are guided for redevelopment to Community Mixed Use, essentially the Twin Lakes redevelopment area, which is intended to include substantial residential land uses, potentially 25%-50% of the total acreage. Table 6.9 summarizes acreages and potential housing units by residential land-use category and type of development site. The table shows that the identified housing sites could accommodate a minimum of 1,452 housing units based on the minimum density requirements for each residential land-use category, with a potential of substantially more housing units at higher densities allowed within each land-use category.

Land Use Category	Type of Development Site	Acres	Density Range (DU/Acre)	Potential Housing Units
Low Density Residential	Infill	70	1.5 - 4.0	104 - 278
	Redevelopment	5	1.5 - 4.0	8 - 21
	Total	75	1.5 - 4.0	112 - 299
Medium Density Residential	Increase Density	15	4.0 - 12.0	61 - 182
	Infill	7	4.0 - 12.0	26 - 77
	Redevelopment	12	4.0 - 12.0	49 - 148
	Total	34	4.0 - 12.0	136 - 407
High Density Residential	Increase Density	34	12.0 - no maximum*	406 - 1,014
	Infill	23	12.0 - no maximum*	284 - 709
	Redevelopment	43	12.0 - no maximum*	514 - 1,286
	Total	100	12.0 - no maximum*	1,204 - 3,009
Total Residential	Total	209		1,452 - 3,715
Total Medium/High Density Residential	Total	134		1,340 - 3,416
Community Mixed Use (40% Residential)	Redevelopment	72	4.0 - no maximum*	287 - 2,153

* Note: Maximum density of 30 DU/acre used to calculate high end of potential housing units.

Projected New Housing Units Based On 2030 Land Use Map

Table 6.9

In addition, the 179 acres of land guided for Community Mixed Use could accommodate a wide range of housing units, depending upon the percentage of the land that is ultimately developed with residential uses and the densities of the residential developments. Pursuing the three types of housing development sites will be necessary to achieve the community's projected housing needs through 2030.

With regard to the City's proposed share of the region's goal for new affordable-housing units, Table 6.9 shows that the City is guiding 134 acres of the potential housing sites land for medium- or high-density residential, which is projected to provide a minimum of 1,340 new

housing units and significantly exceeds the proposed goal of 201 new affordable-housing units for Roseville for the 2010-2020 time period. Timing of the development of these additional housing units will be primarily dependent on the market's interest in pursuing specific infill and redevelopment housing projects in Roseville. In general, the City anticipates that the infill sites may be developed sooner than the redevelopment sites. However, the larger sizes of the redevelopment sites would allow larger development projects, so developers may be more attracted to some of these sites.

Affordable Housing Type	Established 1996-2010 Goal	Units Constructed through 2007	Percent Completed
Owner-Occupied	607	261	43%
Rental	218	22	10%
Total	825	283	34%

Affordable Housing Goal and Units Built

Table 6.10

Housing Programs and Agencies

Roseville Housing and Redevelopment Authority

The City created the Roseville Housing and Redevelopment Authority (HRA) on June 17, 2002. The HRA's mission is to plan, implement, and manage housing projects and activities for the citizens in the community by providing equal opportunities for high-quality, decent, safe homes and suitable living environments, and by strengthening partnerships among all levels of government, nonprofit, and for-profit organizations to maximize social and economic opportunities. One of the key objectives of the HRA is to provide housing programs and promote safe, decent, and affordable housing options for the community.

In 2007, the HRA adopted a Strategic Plan to help guide the organization over the next several years. The goals identified for this organization are:

- ♦ Provide a balance of housing in price and product type to meet life-cycle needs of the community.

- ♦ Ensure that funding sources are well-managed in order to provide housing options for residents within Roseville.
- ♦ Promote Roseville as a safe place with an enhanced quality of life and a sense of community.
- ♦ Establish zoning and building practices that help properly maintain the existing housing stock within Roseville.
- ♦ Maintain code enforcement as a central part in preserving housing within Roseville.
- ♦ Develop sustainable solutions to housing through green building initiatives.

The HRA undertakes a variety of housing programs in order maintain strong housing stock and neighborhoods in the community. Programming includes home-improvement financing, technical assistance, organizing an annual home and garden fair, and educational outreach.

Metropolitan Council Housing and Redevelopment Authority

The Metropolitan Council Housing and Redevelopment Authority (Metro HRA) administers Roseville's federally subsidized housing programs. Roseville currently has nearly 140 units, scattered over 45 different properties, in the Section 8 Program, a rental voucher program. Currently, Roseville only has three project-based Section 8 buildings, including Coventry Apartments with 103 senior/disabled units and 93 family townhome units, the Roselawn Village Apartments with 22 disabled units, and Roseville Senior Housing with 127 senior units. In addition, Roseville has one income-restricted facility Calibre Ridge, with 48 townhomes.

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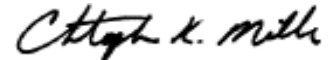
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 08/09/2010

Item No.: 7 . f

Department Approval

Acting City Manager Approval



Item Description: **Family Affordable Housing Program Amendment**

BACKGROUND

In 2000, the Metropolitan Council (Council) established its Family Affordable Housing Program (FAHP). The City of Roseville voluntarily agreed in May 2001 to participate in the FAHP initiative through a Cooperation Agreement (Attachment A). The Council now owns and operates 15 FAHP units in the City of Roseville. The units were initially developed as scattered site federal Public Housing Units and remain as such today. The Council has chosen to convert these Public Housing units to Section 8 Project-Based Vouchers through the U.S. Department of Housing and Urban Development's (HUD) Voluntary Conversion regulations. The income generated as a result of the conversion will allow the Council to help ensure the FAHP units remain as available affordable housing and remain assets in our community.

The Council would like to amend the Cooperation Agreement (Attachment B) with the City to reflect the conversion from public housing to Section 8. There are no other changes to the agreement. The agreement was sent to the City Attorney for review and comment.

The RHRA on July 20, 2010 made recommendation to the City Council to adopt the Amendment to the Cooperative Agreement for the Metropolitan Council Family Affordable Housing Program.

STAFF RECOMMENDATION

The RHRA recommends to the Roseville City Council to adopt the Amendment to the Cooperative Agreement for the Metropolitan Council Family Affordable Housing Program.

REQUESTED COUNCIL ACTION

Motion to adopt the Amendment to the Cooperative Agreement for the Metropolitan Council Family Affordable Housing Program.

Prepared by: Jeanne Kelsey, Housing Program Coordinator
Attachments: A: Cooperative Agreement
B: Amendment to Cooperative Agreement

COOPERATION AGREEMENT

Metropolitan Council Family Affordable Housing Program

THIS COOPERATION AGREEMENT ("Agreement") is entered into by and between the Metropolitan Council (the "Metropolitan Council") and the City of Roseville, State of Minnesota (the "Municipality").

WHEREAS, the Metropolitan Council is a public corporation and political subdivision of the State of Minnesota and is authorized by Minnesota Statutes section 473.195 to exercise the functions, rights, duties, privileges, immunities and limitations as are provided for housing and redevelopment authorities created for municipalities; and

WHEREAS, pursuant to Minnesota Statutes section 473.195 the provisions of Minnesota Statutes sections 469.001 to 469.047 and of all other laws relating to housing and redevelopment authorities apply to the Metropolitan Council when the Metropolitan Council is functioning as an authority; and

WHEREAS, in conjunction with the implementation of its Family Affordable Housing Program ("FAHP"), the Metropolitan Council proposes to acquire within the corporate limits of the Municipality on a scattered-site basis a limited number of residential properties ("FAHP Units") and will focus its acquisition efforts on housing structures containing four units or less; and

WHEREAS, the governing body of the Municipality has given its prior approval regarding the Metropolitan Council's proposed housing initiative pursuant to Minnesota Statutes section 473.195, subdivision 1.

WITNESSETH:

In consideration of the mutual covenants in this Agreement, the Municipality and the Metropolitan Council agree as follows:

1. Whenever used in this Agreement:

- (a) The term "FAHP Units" shall mean up to fifteen (15) residential housing units, as defined in Title 42 United States Code section 1437a(b)(1), developed or acquired by the Metropolitan Council in connection with its Family Affordable Housing Program with financial assistance of the United States of America acting through the Secretary of Housing and Urban Development (the "Government") and located on a scattered-site basis within the corporate limits of the Municipality.
- (b) The term "Taxing Body" or "Taxing Bodies" shall mean the State of Minnesota and any and all political subdivisions or taxing units thereof in which FAHP Units are situated and which would have authority to assess or levy real or personal property taxes or to certify such taxes to a taxing body or public officer to be levied for its use and benefit with respect to the FAHP Units if the units were not exempt from taxation.
- (c) The term "Shelter Rent" shall mean the total rentals of a FAHP Unit charged to tenants during the preceding calendar year, excluding any charges for utilities and special

services such as heat, water, electricity, gas, sewage disposal or garbage removal, and excluding all other income of the FAHP Unit.

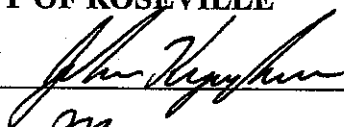
2. The Metropolitan Council shall endeavor to:
 - (a) Secure a contract or contracts with the Government for capital grants and annual contributions for the FAHP Units; and
 - (b) Acquire or develop and administer the FAHP Units.
3. The Metropolitan Council and the Municipality agree:
 - (a) Pursuant to Minnesota Statutes section 469.040, and applicable federal laws and regulations, including Title 24 Code of Federal Regulations section 941.201(d), each FAHP Unit is exempt from all real and personal property taxes levied or imposed by any Taxing Body for so long as either: (i) the FAHP Unit is owned by a public body or governmental agency and is used for housing as defined in Title 42 United States Code section 1437a(b)(1); (ii) any contract between the Metropolitan Council and the Government in connection with the FAHP Unit remains in force and effect; or (iii) any bonds issued in connection with the FAHP Unit or any monies due to the Government in connection with the FAHP Unit remain unpaid, whichever period is the longest (the "Exemption Period").
 - (b) During the Exemption Period, the Municipality, on behalf of all Taxing Bodies, agrees that it will not levy or impose any real or personal property taxes upon a FAHP Unit or upon the Metropolitan Council with respect to the FAHP Unit.
 - (c) During the Exemption Period, the Metropolitan Council shall make, or cause to be made, payments in lieu of taxes ("Payments in Lieu of Taxes") in payment for the public services and facilities furnished from time to time without other cost or charge for or with respect to each FAHP Unit. Each Payment in Lieu of Taxes shall be made at the time when real property taxes on a FAHP Unit would be paid if the FAHP Unit were subject to taxation, and shall be in an amount equal to ten percent (10%) of the Shelter Rent charged with respect to the FAHP Unit during the preceding calendar year. A Payment in Lieu of Taxes for a FAHP Unit may not exceed the amount which would be payable in taxes if the FAHP Unit were not exempt from real or personal property taxes.
 - (d) Pursuant to Minnesota Statutes section 469.040, subdivision 3, the County within which a FAHP Unit is located shall distribute the Payments in Lieu of Taxes among the Taxing Bodies in the proportion which the real property taxes which would have been paid to each Taxing Body for such year if the FAHP Unit were not exempt from taxation bears to the total real property taxes which would have been paid to all of the Taxing Bodies for such year if the FAHP Unit were not exempt from taxation; provided, however, that no payment for any year shall be made to any Taxing Body in excess of the amount of the real property taxes which would have been paid to such Taxing Body for such year if the FAHP Unit were not exempt from taxation.

4. During the Exemption Period, the Municipality, or other appropriate Taxing Body, without cost or charge to the Metropolitan Council or the tenants of a FAHP Unit (other than the Payments in Lieu of Taxes) shall:
 - (a) Furnish or cause to be furnished to the Metropolitan Council and the tenants of the FAHP Unit public services and facilities of the same character and to the same extent as are furnished from time to time without cost or charge to other dwellings and inhabitants in the Municipality;
 - (b) Accept grants of easements necessary for the development of FAHP Units; and
 - (c) Cooperate with the Metropolitan Council by such other lawful action or ways as the Municipality or other Taxing Body and the Metropolitan Council may find necessary in connection with the development and administration of the FAHP Units.
5. In respect to the initial development of FAHP Units, the Municipality further agrees, on behalf of all Taxing Bodies, that within a reasonable time after receipt of a written request from the Metropolitan Council:
 - (a) When required by city ordinance, it will accept the dedication of all interior streets, roads, alleys and adjacent sidewalks within the area of FAHP Units, together with all storm and sanitary sewer mains in such dedicated areas, after the Metropolitan Council, at its own expense, has completed the grading, improvement, paving and installation thereof in accordance with specifications acceptable to the Municipality or other Taxing Body;
 - (b) When required by city ordinance, it will accept necessary dedications of land for, and will grade, improve, pave and provide sidewalks for, all streets bounding FAHP Units or necessary to provide adequate access to the FAHP Units (in consideration for which the Metropolitan Council shall pay to the Municipality or other Taxing Body such amount as are or could be assessed against the FAHP Unit sites for such work if such sites were privately owned); and
 - (c) It will provide, or cause to be provided, water mains, and storm and sanitary sewer mains, leading to FAHP Units and serving the streets bounding the FAHP Units (in consideration for which the Metropolitan Council shall pay to the Municipality or other Taxing Body such amount as would be assessed against the FAHP Unit sites for such work if such sites were privately owned).
6. If by reason of the Municipality's or other Taxing Body's failure or refusal to furnish or cause to be furnished any public services or facilities which it has agreed to furnish or cause to be furnished to the Metropolitan Council or to the tenants of any FAHP Unit, the Metropolitan Council incurs any expense to obtain such services or facilities, then the Metropolitan Council may deduct the amount of such expense from any Payments in Lieu of Taxes due or to become due to the Municipality or other Taxing Body in respect to any FAHP Unit or any other housing units owned or operated by the Metropolitan Council.
7. No Cooperation Agreement previously entered into between the Municipality and the Metropolitan Council, if any, shall be construed to apply to any FAHP Units covered by this Agreement.

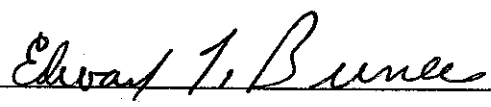
8. No member of the governing body or any other public official of the Municipality or other Taxing Body who exercises any responsibilities or functions with respect to the any FAHP Unit during her or his tenure or for one year thereafter shall have any interest, direct or indirect, in any FAHP Unit or any contracts in connection with any FAHP Unit. If any such governing body member or such other public official of a Taxing Body involuntarily acquires or had acquired prior to the beginning of her or his tenure any such interest, she or he shall immediately disclose such interest to the Metropolitan Council.
9. During the Exemption Period, this Agreement shall not be abrogated, changed or modified without the consent of the Government. The privileges and obligations of the Municipality and other Taxing Bodies shall remain in full force and effect with respect to the FAHP Units so long as the beneficial title to the FAHP Units is held by the Metropolitan Council or by any other public body or governmental agency, including the Government, authorized by law to engage in the development or administration of housing as defined in Title 42 United States Code section 1437a(b)(1). If at any time the beneficial title to, or possession of, a FAHP Unit is held by such other public body or governmental agency, including the Government, the provisions of this Agreement shall inure to the benefit of and may be enforced by, such other public body or governmental agency, including the Government.
10. The obligations of the parties under this Agreement shall apply to each FAHP Unit.

IN WITNESS WHEREOF the authorized representatives of the Municipality and the Metropolitan Council have respectively signed this Agreement. This Agreement is effective on the date when both parties' authorized representatives have signed this Agreement.

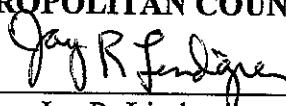
CITY OF ROSEVILLE

By 
 Its Mayor
 Date 5/23/01

and

By 
 Its Acting City Manager
 Date 5/22/01

METROPOLITAN COUNCIL

By 
 Jay R. Lindgren
 Regional Administrator
 Date 5/30/01

This document drafted by:
 Office of the General Counsel
 Metropolitan Council
 Mears Park Centre
 230 East Fifth Street
 Saint Paul, Minnesota 55101
 (651) 602-1706

**AMENDMENT TO COOPERATION AGREEMENT
Metropolitan Council Family Affordable Housing Program**

THIS AGREEMENT is entered into between the Metropolitan Council, [the Metropolitan Council] and the City of Roseville, Minnesota (“Municipality”).

RECITALS

WHEREAS, the Metropolitan Council is a public corporation and political subdivision of the State of Minnesota and is authorized by Minn. Stat. §473.195 to exercise the functions, rights, duties, privileges, immunities and limitations as are provided for housing and redevelopment authorities created by municipalities; and

WHEREAS, in conjunction with its Family Affordable Housing Program (“FAHP”) the Metropolitan Council sought to acquire up to 15 residential housing units on a scattered site basis in the Municipality (“FAHP Units”);

WHEREAS, the governing body of the Municipality granted approval of the acquisition of the FAHP Units located in the Municipality;

WHEREAS, on May 30, 2001 the Metropolitan Council and the Municipality entered into a Cooperation Agreement (“Cooperation Agreement”) with respect to the acquisition and operation of the FAHP Units within the Municipality;

WHEREAS, since its inception, FAHP has been a public housing program funded under 42 U.S.C. §1437a;

WHEREAS, in order to best preserve the FAHP Units as financially viable housing for low-income families into the future, the Metropolitan Council applied to HUD for approval to voluntarily convert the 150 FAHP Units from public housing units to Section 8 Project-based Vouchers which will continue to be owned by the Metropolitan Council; and

WHEREAS, HUD has approved the conversion of the FAHP Units to Section 8 Project-based Vouchers effective January 1, 2010; and

WHEREAS, the Metropolitan Council and the Municipality have agreed to amend the Loan Agreement to provide for the conversion of the FAHP Units to Section 8 Project-based Vouchers.

NOW THEREFORE, in consideration of the promises and covenants contained in this Agreement, the Metropolitan Council and the Municipality agree that the Cooperation Agreement, shall be amended as follows:

1. The Municipality consents to the conversion of the FAHP Units to units assisted under the Section 8 Project-based Voucher Program as set forth in 42 U.S.C. §1437f, and 24 C.F.R. Part 983 to be operated as PHA owned units under 24 C.F.R. §983.59.

2. Section 1(a) shall be amended to read:

1. Whenever used in this Agreement:

- (a) The term “FAHP Units” shall mean up to fifteen (15) residential housing units located on a scattered-site basis within the corporate limits of the Municipality, developed or acquired by the Metropolitan Council in connection with the Family Affordable Housing Program with financial assistance of the United States of America through the Secretary of Housing and Urban Development (the “Government”) through the Section 8 Project-based Voucher Program, 42 U.S.C. §1347f(o)(13) and 24 C.F.R. Part 983, and owned and operated by the Metropolitan Council as PHA owned units pursuant to 24 C.F.R. §983.59.

3. Section 3(a) shall be amended to read:

- (a) Pursuant to Minn. Stat. §469.040, and applicable regulations, each FAHP Unit is exempt from all real and personal property taxes levied or imposed by any Taxing Body for so long as either (i) the FAHP Unit is owned by a public body or government agency and is used for housing assisted under Section 8 of the United States Housing Act of 1937, 42 U.S.C. §1437f(o)(13); (ii) any contract between the Metropolitan Council and the Government in connection with the FAHP Unit remains in force and effect; or (iii) any bonds issued in connection with the FAHP Unit or any monies due to the Government in connection with the FAHP Unit remain unpaid, which every period is the longest (the “Exemption Period”).

4. Section 9 shall be amended to read:

- 9. During the Exemption Period, this Agreement shall not be abrogated, changed or modified without the consent of the Government. The privileges and obligations of the Municipality and other Taxing Bodies shall remain in full force and effect with respect to the FAHP Units so long as the beneficial title to the FAHP Units is held by the Metropolitan Council or by another public body or governmental agency, including the Government, authorized by law to engage in the development or administration of housing as defined in 42 U.S.C. §1437a(b)(1) or 42 U.S.C. §1437f(o)(13). If at any time the beneficial title to, or possession of, a FAHP Unit is held by such other public body or governmental agency, including the Government, the provisions of this Agreement shall inure to the benefit of and may be enforced by, such other public body or governmental agency, including the Government.

5. Except for these amendments, the provisions of the Cooperation Agreement between the Metropolitan Council and the Municipality shall remain in full force and effect.

6. This Agreement is effective as of January 1, 2010.

IN WITNESS WHEREOF the parties have caused this Agreement to be duly executed by their authorized representatives.

Dated: _____, 2010

METROPOLITAN COUNCIL

By _____

Thomas H. Weaver
Regional Administrator

Dated: _____, 2009

CITY OF ROSEVILLE

By _____

Its Mayor

By _____

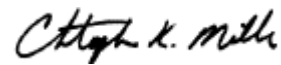
Its City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: August 9, 2010
Item No.: 7.9

Department Approval

Acting City Manager Approval



Item Description: **Accept Ryan Companies US, Inc. Donation**

BACKGROUND

Ryan Companies US has contacted the Roseville Police Department to offer funds to be allocated for the purchase of heart safe equipment; specifically, the funds offered will be used to augment the cost of an automated external defibrillator.

This donation actually comes from Ryan Companies US tenants located at the Twin Lakes Medical building. The funds are from the building's vending machine profits. The tenants wanted to keep the donation within the Roseville community.

Automated external defibrillators have saved many lives that would otherwise be lost simply because time is such a critical issue with heart related problems. Automated external defibrillators are lightweight, portable devices that jumpstart a victim's heart by using an electrical pulse called a biphasic shock.

The defibrillator will be placed in one of the police department's marked vehicles and used by patrol officers—the first responders on the scene in a 911 medical emergency. It is the department's goal to have an automated external defibrillator available in each of its marked vehicles.

POLICY OBJECTIVE

Upon approval from the Council to accept the funds, the department will earmark the \$500 donation be used against the purchase of an automated external defibrillator.

FINANCIAL IMPACTS

None.

STAFF RECOMMENDATION

The police department is recommending it be allowed to accept the funds offered by Ryan Companies US to aid in the purchase of a defibrillator.

REQUESTED COUNCIL ACTION

The police department is requesting that the Council motion to allow acceptance of the funds offered by Ryan Companies US to support the purchase of a defibrillator.

Prepared by:

Attachments: A: Letter from Ryan Companies US

WWW.RYANCOMPANIES.COM

RYAN COMPANIES US, INC.
50 South Tenth Street, Suite 300
Minneapolis, MN 55403-2012

612-492-4000 *tel*
612-492-3000 *fax*



July 30, 2010

City of Roseville
Attn: Ms. Karen Rubey
2660 Civic Center Drive
Roseville, MN 55113

RE: Heart Safe Fund Donation - \$500.00
Twin Lakes Medical

Dear Karen,

Please find enclosed a donation check in the amount of \$500.00 for the City of Roseville's Heart Safe Fund. This donation comes from the tenants at the Twin Lakes Medical building located at 1835 W. County Road C in Roseville. The funds for this donation are from the building's vending machine profits. The tenants wanted to keep the donation within the Roseville community and are excited about the Heart Safe Fund.

Sincerely,

A handwritten signature in black ink that reads "Gretchen Lundberg". The signature is written in a cursive, flowing style.

Gretchen Lundberg
Property Administrator

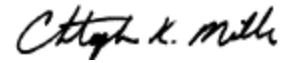
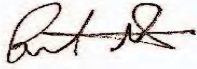
Enclosure

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: August 9, 2010
Item No.: 7 . h

Department Approval

Acting City Manager Approval



Item Description:

Accept Office of Traffic Safety Grant Award of Twelve
Panasonic Arbitrator 360 In-Squad Cameras

BACKGROUND

On June 21, 2010, the Minnesota Office of Traffic Safety (OTS) awarded the Roseville Police Department twelve Panasonic Arbitrator 360 in-car cameras through the Department of Public Safety/Office of Traffic Safety in-car camera grant program (see Attachment A). In May 2010, the Roseville Police Department completed a grant application requesting in-car camera funding for our agency's fleet of 19 marked squads. With the OTS receiving 146 grant applications and only \$2.9 million available camera funding, our agency was awarded 12 Panasonic Arbitrator cameras valued at approximately \$52,000.00.

POLICY OBJECTIVE

As a recipient of this OTS grant, our agency will be required to implement a mobile digital video recording policy, patrol officers will be required to attend mandatory training to learn the operation of the in-car squad cameras, patrol officers will be required to complete a pre-post survey answering questions specific to the in-squad cameras and finally, the chief or his designee will be required to complete a final report to the OTS describing our agency's activities with the camera and efforts at reducing biased policing at traffic stops.

FINANCIAL IMPACTS

As a recipient of this grant, our agency will be required to provide local matching funds of \$100.00 per camera (\$1200) as well as \$275.00 per squad (\$3300) for camera installation. To better enhance this camera award, the department has opted to purchase nine rear facing cameras to allow imaging of the squad's prisoner transport area at a cost of \$130 per squad (\$1170). (Note: three of the twelve squads receiving cameras are squads dedicated to our agency's K9 squads and will not require a rear seat monitor.) Each of the twelve squads will need a wireless access point at a cost of \$300 per squad (\$3600.00). At the request of our city's IT department, our department will be purchasing twelve 5-year Panasonic maintenance packages at a cost of \$495.00 per unit (\$5940). As a camera recipient of the Panasonic Arbitrator wireless imaging hardware, Roseville IT estimates yearly server image storage and licensing fees of approximately \$500.00 per year for the life of the camera. The total costs for additional

28 hardware, software, maintenance and system warranty is approximately \$15,710.00. The
29 estimated costs will be funded from the department's alcohol forfeiture fund. See attachment "B"
30 for Financial Impact summary.

31
32 To save expense, Roseville, North St. Paul, Lino Lakes and St. Anthony PD's will be sharing a
33 single server to manage data and save costs.

34 **STAFF RECOMMENDATION**

35 Accept the Office of Traffic Safety grant award of twelve Panasonic Arbitrator in-squad
36 cameras. Use department alcohol forfeiture assets to make additional purchases noted above.

37 **REQUESTED COUNCIL ACTION**

38 Accept the Office of Traffic Safety grant award of twelve Panasonic Arbitrator 360 in-squad
39 cameras and authorize the Mayor to sign the Minnesota Sheriff's Association In-Car Camera
40 Order and Distribution Agreement.

Prepared by: Lorne Rosand – Patrol Lieutenant

Attachments: A: In-Car Camera Order and Distribution Agreement
B: Summary of additional financial impact costs

ATTACHMENT "A"



MINNESOTA SHERIFFS' ASSOCIATION

1951 Woodlane Dr., Suite 200, Woodbury, MN 55125

Ph: 651-451-7216 Fax: 651-451-8087

Email: info@mnsheriffs.org

July 28, 2010

To: Lieutenant Lorne Rosand, Roseville Police Department
From: Jim Franklin, Executive Director Minnesota Sheriffs' Association
Re: In-Car Camera Order and Distribution Agreement

The Minnesota Sheriffs' Association (MSA) is contracted by the Office of Traffic Safety (OTS) to coordinate and facilitate the ordering and distribution of in-car cameras awarded to law enforcement agencies in the State of Minnesota. We have worked hard to simplify the agreement order process and thank you for your patience. Attached to this memo is an agreement form that needs to be completed and returned by August 13, 2010. There is also information that is included about the use and responsibility of the in-car cameras awarded through the Department of Public Safety In-Car Camera Initiative. Please read this carefully.

For your convenience, information on the agreement has been preprinted. If any of the contact information is incorrect, please update the form with the correct information.

Return two (2) copies of this agreement. The signatures on both agreements must be original and signed and dated in blue ink. **The two agreement forms must be signed and dated by an authorized person.**

The forms and local match money are due to the Minnesota Sheriffs' Association by the close of business on August 13, 2010. Send to:

Minnesota Sheriffs' Association
Attn: Ann Jarrett
1951 Woodlane Drive, Suite 200
Woodbury, MN 55125

If you have any questions please contact Ann Jarrett by e-mail at ann@mnchiefs.org or by calling (651) 457-0677. You may also e-mail me at jfranklin@mnsheriffs.org or call (651) 451-7216.

Congratulations on your in-car camera award.

IN CAR CAMERA AGREEMENT

AGENCY NAME: Roseville Police Department

ADDRESS:

2660 Civic Center Drive Roseville, MN 55113

CONTACT: Lieutenant Lorne Rosand

E-MAIL: lorne.rosand@ci.roseville.mn.us

PHONE: 651-792-7211

IN-CAR CAMERA MODEL AWARDED: Panasonic Arbitrator 360°

NUMBER OF IN-CAR CAMERAS AWARDED: 12

REQUIRED LOCAL MATCH:

Number of In-Car Cameras to Order x \$100 per Camera = \$1200

This amount is due with submission of the signed agreement

(Make check payable to the Minnesota Sheriffs' Association)

FISCAL AGENT or CONTACT (If different than contact info above)

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____

The mounting brackets for some of the cameras vary depending on the year and type of vehicle, please list the MAKE, MODEL and YEAR and tell us how many cameras will be installed in that type of vehicle .
(i.e. Your department is being awarded 5 cameras – those cameras will go into 3 cars that are Ford Crown Vic 2008 and 2 cars that Chevy Impala 2009)

# of cars	Vehicle Make & Model	Year
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

(the # of cars column should total 12, the number of cameras you are being granted)

Where the System will be mounted:
(this is specific to certain in-car camera models)

- ☒ Inside Vehicle
☐ Trunk

Color of Antennae (specific to the Flashback2)

- ☐ Black
☐ White

Any equipment purchased under this grant contract shall be used primarily for traffic safety purposes during the life of the equipment. By accepting the award, the agency may not deviate from this requirement and may not dispose of any equipment unless it has first obtained permission from the State. Only equipment specified in this grant contract may be purchased.

Any law enforcement agency receiving an in-car camera through the DPS In-Car Camera Grant Program is responsible for any operating, maintenance, and repair costs of equipment purchased under this grant contract unless otherwise specified. Title to equipment acquired through the in-car camera grant program shall vest upon the law enforcement agency.

The law enforcement agency must inform OTS if the agency sells, replaces, or otherwise disposes of the in-car camera(s) and that the proceeds would have to go to OTS approved traffic safety activities, The funds being used to purchase the cameras are federal funds, CFDA numbers 20.601, 20.609, and 20.611.

The National Highway Traffic Safety Administration requires all the cameras to be used in vehicles that would ordinarily be used in patrolling roadways or the direct supervisors of those patrolling roadways.

By signing below, I certify that the information contained in this agreement is true and correct to the best of my knowledge, that I have the authority to enter into this agreement, and the Awardee will meet all the terms and conditions required and set forth in this agreement.

Signature _____

Printed Name Craig D. Klausung

Title Mayor Date _____

Return two (2) copies of this agreement and your local match money to MSA. The signatures on both agreements must be original and signed in blue ink.

This agreement is due back at the MSA office by close of business August 13, 2010. Send to:

Minnesota Sheriffs' Association
Attn: Ann Jarrett
1951 Woodlane Drive, Suite 200
Woodbury, MN 55125

ATTACHMENT “B”

Financial impact costs associated with the Office of Traffic Safety award of 12 Panasonic Arbitrator 360 in-squad cameras:

Item	Quantity	Cost per Unit	Total
Local Matching Funds per Unit	12	\$100.00	\$1200.00
Camera Installation Fee Per Squad	12	\$275.00	\$3300.00
Panasonic Rear Facing Camera	9	\$130.00	\$1170.00
Panasonic Wireless Access Point	12	\$300.00	\$3600.00
Panasonic 5-year Arbitrator Maintenance Agreement	12	\$495.00	\$5940.00
Roseville IT Server Storage and Licensing Costs (on-going)		*\$500.00	\$500.00
Total Estimated Costs			\$15,710.00

**Storage and Licensing costs will be yearly on-going costs.*

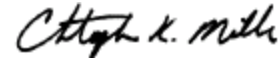
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 08/09/10
Item No.: 7.1

Department Approval



Acting City Manager Approval



Item Description: Order Feasibility Report for Dale Street Reconstruction Project

BACKGROUND

Staff is requesting the ordering of the preparation of a feasibility report for Dale Street as part of the 2011 Pavement Management Program. This project is a continuation of our ongoing Pavement Management Program. The City's Pavement Management Program (PMP) began in 1986. Initially the emphasis was on reconstruction of temporary pavements in poor condition throughout the city. After the majority of pavements with poor condition ratings were reconstructed the focus shifted to major maintenance projects including mill and overlay and crack sealing and seal coat treatments.

While the majority of city streets are constructed to a city standards with concrete curb and gutter, we still have three County turnback roads to bring up to city standards. Staff is recommending that the 2011 program include the reconstruction of Dale Street between South Owasso Boulevard and County Road C. Work on this project will be accomplished with in-house engineering staff.

To develop this project, City Staff will work with residents, the watershed district, State Aid, Ramsey County, and private utilities to develop a design for this new road. In 2009, the City Council received a petition to construct a sidewalk along this road segment. This will be considered as a part of the design process for this reconstruction project.

Since a portion of the project is proposed to be assessed, we need to follow the Chapter 429 process. This information will be incorporated into a feasibility report that will be presented to the Council in December. Public hearings regarding this project could be held in January 2011.

POLICY OBJECTIVE

It has been the city's policy to manage and maintain the street infrastructure utilizing pavement management policies which achieve the lowest overall cost to the city over time. This reconstruction project is consistent with those goals.

FINANCIAL IMPACTS

Consistent with our assessment policy, it is proposed that the cost of the project be financed with MSA funds and special assessments. The following is a summary of the preliminary estimated costs and financing for the reconstruction of Roselawn Avenue:

30
31

Special Assessments	\$250,000
MSA Funds	\$1,000,000
Total	\$1,250,000

32
33
34

STAFF RECOMMENDATION

Staff recommends that the City Council approve a resolution authorizing the preparation of a feasibility report for Dale Street Reconstruction.

35

REQUESTED COUNCIL ACTION

36
37

Approve resolution authorizing the preparation of a feasibility report for the Dale Street Reconstruction project.

Prepared by: Debra Bloom, City Engineer
Attachments: A: Resolution

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota, was duly held at the City Hall in said City on Monday, the 9th day of August, 2010, at 6:00 p.m.

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

Councilperson introduced and moved the adoption of the following resolution:

**RESOLUTION NO.
RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT
FOR DALE STREET RECONSTRUCTION PROJECT**

WHEREAS, the Council has reviewed the street construction needs of various neighborhoods in the City and has tentatively selected neighborhoods for inclusion in the 2011 Pavement Management Program; and

WHEREAS, it is proposed to improve that portion of the City of Roseville described below by one or more of the following installations: bituminous paving, concrete curb and gutter, storm sewer, and necessary appurtenances, and to assess the benefited property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Section 429.011 to 429.111:

NEIGHBORHOOD NUMBERS AND DESCRIPTIONS

Neighborhood	Street	From	To
20/21	Dale Street	S. Owasso Boulevard	County Road C

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

1. The neighborhoods specified above are hereby approved for inclusion in the 2011 Pavement Management Program.
2. The proposed improvements are referred to the City Engineer for study and she is instructed to report to the Council with all convenient speed, advising the Council in a preliminary way as to whether they should best be made as proposed or in connection with some other improvements, and the estimated cost of the improvements as recommended.

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

Whereupon said resolution was declared duly passed and adopted.

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 9th day of August, 2010, with the original thereof on file in my office, and the same is a full, true, and complete transcript insofar as the same relates to City Project No. 11-02 Dale Street.

Adopted by the council this 9th day of August, 2010.

William J. Malinen, City Manager

(SEAL)

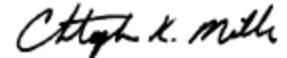
REQUEST FOR COUNCIL ACTION

Date: 8/09/10
Item No.: 7 . j

Department Approval



Acting City Manager Approval



Item Description: Consider a Resolution Declaring Costs for Projects to be Assessed in 2010 and Ordering Preparation of Assessment Rolls

BACKGROUND

Per city assessment policy and state statute, the City holds public hearings to consider assessments for completed street reconstruction projects. This year's assessment proceeding is for City Project P-09-02: Roselawn Avenue Reconstruction, between Hamline Avenue and Victoria Street. This project was constructed in 2009 and scheduled to be assessed in 2010. It is recommended that the assessment hearing be held at the regularly scheduled council meeting on September 20, 2010.

The first step in the assessment process is consideration of a resolution declaring costs to be assessed and ordering preparation of assessment rolls. Assessment rolls are prepared a year after the project is completed to ensure that all costs for the project including construction, legal and engineering are included in calculating the final assessment rate.

POLICY OBJECTIVE

It is the City's policy to assess a portion of street reconstruction costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. Once the assessment roll is adopted, the City allows for a 30-day pre-payment period. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. The City will have the rolls certified by early November in order to allow the County enough time to add the assessments to property taxes.

FINANCIAL IMPACTS

Attachment A is a Project Financing Summary detailing the feasibility report and actual project costs for this improvement. This project was financed using assessments, utility funds, and street infrastructure funds. This attachment is being prepared by staff and will be attached to the Council packet next week.

The proposed final assessment roll will be prepared in accordance with Roseville's assessment policy and as outlined in the project feasibility report. A detailed assessment roll will be presented at the assessment hearing for this project.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the attached resolution declaring costs for City Project 09-02 to be assessed and ordering preparation of the proposed assessment roll.

30 The 2010 assessment process is suggested to proceed according to the following schedule:
31

August 9	Approve Resolution declaring costs to be assessed, and ordering preparation of assessment roll
August 16	Approve Resolution receiving assessment rolls, setting hearing date.
August 31	Notice of hearing published in the <i>Roseville Review</i> Mail notices to affected property owners
September 20	Assessment hearing- adoption of assessment roll
Sept 21- Oct 22	Prepayment of assessments (30 days)
Oct 25-29	Tally of final assessment roll
November 2	Certification of assessment rolls to Ramsey County

32

33 **REQUESTED COUNCIL ACTION**

34 Approval of resolution declaring costs for City Project P-ST-SW-09-02 to be assessed and
35 ordering preparation of proposed assessment roll.

Prepared by: Debra Bloom, City Engineer

Attachments: A: Project Financing Summary
B: Resolution

Project 09-02
Roselawn Avenue Reconstruction
Project Financing Summary

Attachment A

	Feasibility Report	Final Cost
Reconstruction	\$ 2,510,467.21	\$ 1,482,136.48
Engineering*	NA	\$ 257,614.77
Total Construction Cost	\$ 2,510,467.21	\$ 1,739,751.25

*Engineering cost estimates included in feasibility report totals

Summary of Non-assessable costs

Cost to build a 9 ton vs. 7 ton road	\$ 200,000.00	\$ 85,933.52
Storm Sewer	\$ 112,698.85	\$ 122,961.47
Sanitary Sewer	\$ 289,874.20	\$ 59,389.10
Watermain	\$ 393,961.70	\$ 247,093.41
Pathway Construction	\$ 166,392.60	\$ 97,875.64
Total Non- assessable costs	\$ 1,162,927.35	\$ 613,253.14

Summary of Assessment Calculations

Assessable Cost	\$ 1,347,539.86	\$ 1,126,498.11
Assessment Rate	\$ 48.06	\$ 40.18
Actual Total Frontage	7,009.32	7,009.32

Total Special Assessments

\$ 336,884.97	\$ 281,624.53
----------------------	----------------------

Project Financing Summary

General Fund (Engineering costs)	NA	\$ 193,211.08
Special Assessments Private property	\$ 336,884.97	\$ 281,624.53
Storm water drainage	NA	\$ 122,961.47
Watermain Enterprise Fund	\$ 393,961.70	\$ 247,093.41
Sanitary Sewer Enterprise Fund	\$ 289,874.20	\$ 59,389.10
Municipal State Aid	\$ 1,489,746.35	\$ 835,471.66
Total	\$ 2,510,467.22	\$ 1,739,751.25

NA = item was not broken out in Feasibility Report

**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, August 9, 2010, at 6:00 o'clock p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION RELATING TO IMPROVEMENTS
P-ST-SW-09-02 ROSELAWN AVENUE RECONSTRUCTION PROJECT
DECLARING COST TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT ROLL**

WHEREAS, contracts have been let and costs have been determined for Improvement P-ST-SW-09-02 Roselawn Avenue Reconstruction Project, the reconstruction of Roselawn Avenue between Hamline Avenue and Victoria Street by the installation of concrete paving, concrete curb and gutter, watermain, sanitary sewer, drainage, utilities, and necessary appurtenances; and

WHEREAS, the City's contract price for such improvement is \$1,482,136.48, and the expenses incurred or to be incurred in the making of such improvement amount to \$257,614.77, so that the total cost of the improvement will be \$1,739,751.25.

NOW THEREFORE, be it resolved by the City Council of the City of Roseville, Minnesota as follows:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$1,458,126.72 and the portion of the cost to be assessed against benefited property owners is declared to be \$281,624.53.
2. The City Manager, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
3. The City Manager shall, upon the completion of such proposed assessment, notify the council thereof.

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

WHEREUPON said resolution was declared duly passed and adopted.

1 STATE OF MINNESOTA)
2) SS
3 COUNTY OF RAMSEY)

4
5 I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do hereby
6 certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting
7 of the City Council of said City held on the 9th day of August, 2010, with the original thereof on file in
8 my office, and the same is a full, true and complete transcript.

9
10 Adopted by the Council this 9th day of August, 2010.

11
12
13
14
15 (SEAL)

William J. Malinen, City Manager

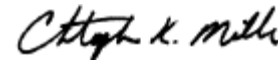
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/09/10
Item No.: 11.a

Department Approval



Acting City Manager Approval



Item Description: Conduct a Public Hearing and Consider a Request to Extend Working Hours for the Rice Street/ TH 36 Interchange Reconstruction Project

BACKGROUND

Lunda Construction, Inc. is the general contractor for the Rice Street/ TH 36 Interchange Reconstruction Project. This project includes the reconstruction of Rice Street from County Road B to a point several hundred feet north of County Road B-2. It also includes the reconstruction of the Rice Street/ TH 36 interchange. This construction is currently underway. The City has received a request from them to perform a portion of their work outside of normal work hours.

Their request requires a variance to City Code Section 405.03 HOURLY RESTRICTIONS OF CERTAIN OPERATIONS which permits construction activities to occur between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. on any weekday, or between the hours of nine o'clock (9:00) A.M. and nine o'clock (9:00) P.M. on any weekend or legal holidays.

They are seeking the following variances for August 10 through November 30, 2010.

Weekdays: Start work at 5:00AM

Saturdays: Start work at 7:00AM

A variance to this section of code requires a Public Hearing before the City Council, per code section 405.04. The code requires that we send our Public Hearing notices to all properties within 500 feet of the corridor. Any comments that we receive will be shared with the City Council as a part of the Public Hearing.

The corridor has a number of residential units located on it. The most concentrated is the 49 units at Callibre Ridge Townhomes in the northwest quadrant of the interchange

POLICY OBJECTIVE

This construction project is expected to take two construction seasons. The Contractor is asking for the variance so that they can work two back to back shifts on weekdays and a normal length work day on Saturdays. This will allow for certain portions of the project to be completed by the end of this construction season decreasing the impact to the areas north of Minnesota Ave. for the 2011 construction season.

FINANCIAL IMPACTS

None identified.

STAFF RECOMMENDATION

Consider a variance to extend the working hours for this project.

REQUESTED COUNCIL ACTION

Approve request to extend working hours for Rice Street/ TH 36 Interchange Reconstruction Project.

Prepared by: Debra Bloom, City Engineer

Attachment: A. Ray and Frances McDonald Email

From: Ray McDonald

Sent: Thursday, August 05, 2010 6:52 PM

To: Deb Bloom

Cc: Ray McDonald

Subject: variance from city code HOURLY RESTRICTIONS OF CERTAIN OPERATIONS (RICE STREETH HIGHWAY 36 PROJECT)

Greetings Deb

Frances and I will not be able to attend the council meeting Monday August 9, 2010.

We would both like to indicate our preferences as YES to allow the Lunda Construction Inc. to increase their hours of operation to allow two shifts starting at 5:00am in the morning and working until 10:00 pm in the evening. If they should ever choose to work a double shift on Saturday, that would be acceptable and a YES vote even though they have not asked for that at this time.

I agree that this will help them get the project done sooner and it may also have an added benefit of hiring another shift which may likely mean more jobs for this project.

Would you please include our vote in your analysis and presentation at the city council meeting.

Thank You

Ray S. McDonald

Frances M. McDonald

2241 Marion Street

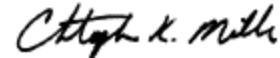
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/09/10
Item No.: 11 . b

Department Approval



Acting City Manager Approval



Item Description: Conduct a Public Hearing and Consider Request to Extend Working Hours for Twin Lakes Infrastructure Phase 2 Construction Project

BACKGROUND

Veit Company has been hired by the City of Roseville to complete the Twin Lakes Infrastructure Phase 2 Construction Project. This project is currently underway and includes the construction of Twin Lakes Parkway, between Mount Ridge Road and Prior Avenue, the construction of Prior Avenue, between Twin Lakes Parkway and County Road C, and a signal at County Road C and Prior Avenue. The project also includes watermain, sanitary sewer, storm sewer, streetlights, fiber conduit, and landscape installation. We have received a request from the Contractor, to complete a portion of the work during night time hours.

Their request requires a variance to City Code Section 405.03 HOURLY RESTRICTIONS OF CERTAIN OPERATIONS which permits construction activities to occur between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. on any weekday, or between the hours of nine o'clock (9:00) A.M. and nine o'clock (9:00) P.M. on any weekend or legal holidays.

Veit Company is seeking a variance to complete water main construction work between 10:00 PM and 7:00 AM during the week of September 6th through September 10th, 2010. The work will only take one night, but since weather conditions are always a factor, they have asked for a window of time for the variance to occur.

A variance to this section of code requires a Public Hearing before the City Council, per code section 405.04. The code requires that we send our Public Hearing notices to all properties within 500 feet of the corridor. Any comments that we receive will be shared with the City Council as a part of the Public Hearing.

The closest residential property to the intersection of Prior and County Road C, where the work will be occurring, is a half mile away along the south side of County Road C2.

Since publishing the notice for this variance, Veit has revised their schedule for this project. The project is proceeding quickly and they would like to move the date for the variance up to the week of August 23. A new notice will be published in the Roseville Review and mailed to the impacted property owners with the revised date. Since we will be unable to notify property owners in time for the meeting, the City Council should open the hearing on August 9th, so property owners have an opportunity to provide comment, and potentially not have to appear again at the August 23rd Council meeting.

29 **POLICY OBJECTIVE**

30 New water main serving the Twin Lakes Redevelopment Area needs to be connected to the existing
31 water main in County Road C. This will require the shutdown of water service to a number of
32 businesses in addition to the closure of lanes of traffic along County Road C. The Contractor is asking
33 for the variance so that they can reduce inconvenience to these property owners and to the travelling
34 public.

35 **FINANCIAL IMPACTS**

36 None identified.

37 **STAFF RECOMMENDATION**

38 Approve a variance to extend the working hours as requested.

39 **REQUESTED COUNCIL ACTION**

40 Approve request to extend working hours for Twin Lakes Infrastructure Phase 2 Construction Project

Prepared by: Debra Bloom, City Engineer

Date: 8/09/10
Item: 12.a
Rice Street/TH 36
Interchange Project

No Attachment

See 11.a

Date: 8/09/10

Item: 12.b

Twin Lakes Infrastructure
Phase 2 Construction Project

No Attachment

See 11.b

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8-9-10
Item No.: 12 . c

Department Approval



Acting City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 341 County Road B-2.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owners are Gary and Judith Halberg.
- Current violation includes:
 - Severely dilapidated rear deck (violation of City Code Section 407.02.J. and K.).
- 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:

- Removal and disposal of severely rotted deck:

Total: Approximately - \$2,000.00

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

28 **STAFF RECOMMENDATION**

29 Staff recommends that the Council direct Community Development staff to abate the above referenced
30 public nuisance violations at 341 County Road B-2.

31 **REQUESTED COUNCIL ACTION**

32 Direct Community Development staff to abate the public nuisance violation at 341 County Road B-2 by
33 hiring general contractors to remove and dispose of the rotted deck.

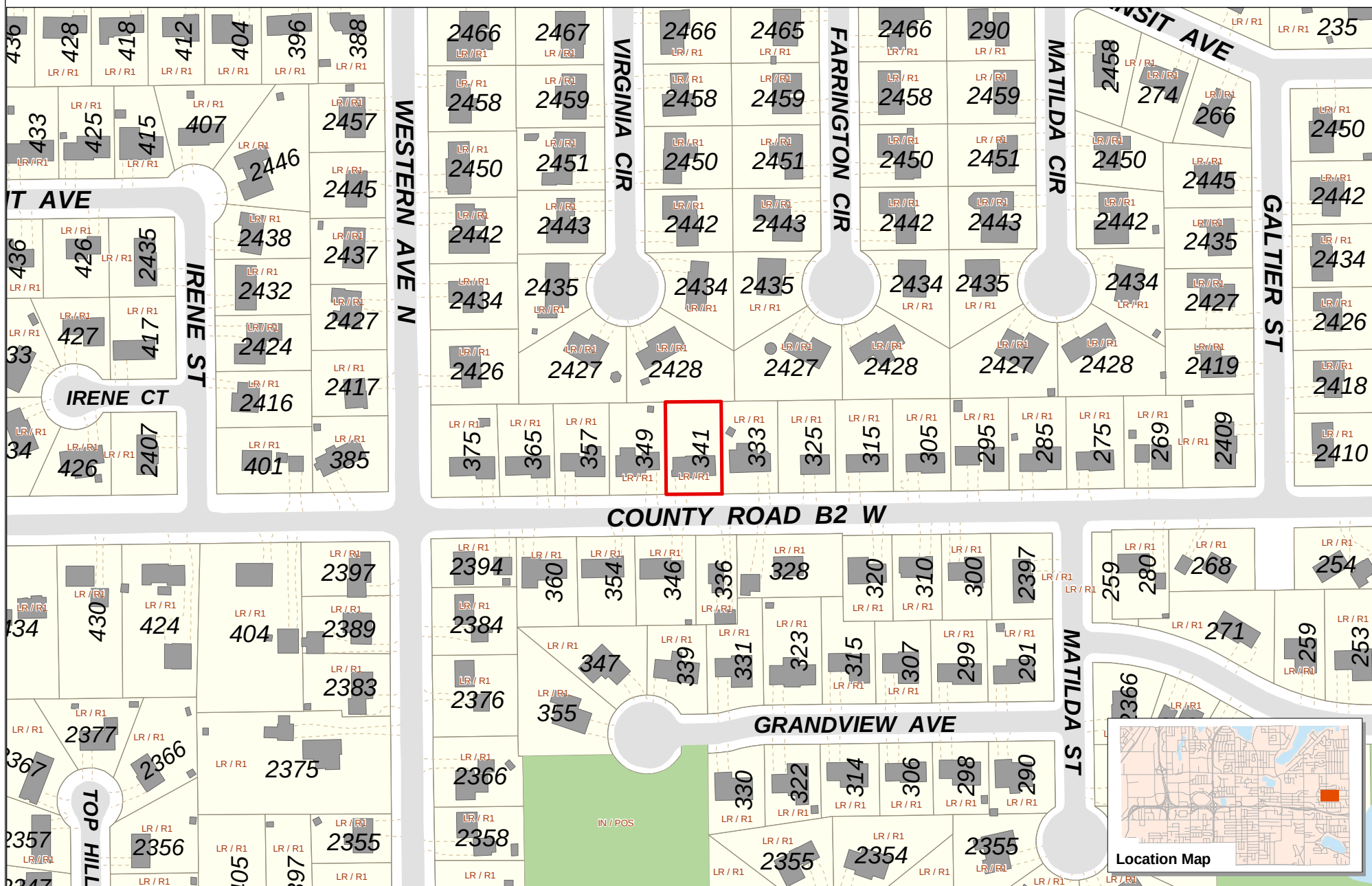
34 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
35 is to recover costs as specified in Section 407.07B.

36

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 341 County Road B-2.

341 County Road B2



COUNTY ROAD B2 W

GRANDVIEW AVE



Site Location

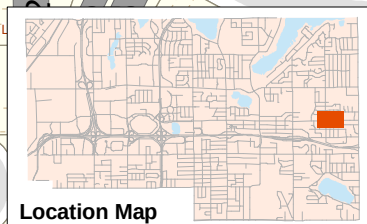
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (7/1/2010)
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 exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



Location Map

0 100 200 Feet

mapdoc: planning_commission_location.mxd

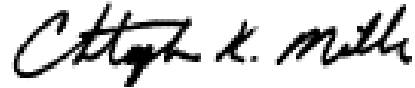
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8-9-10
Item No.: 12 . d

Department Approval



Acting City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 1805 Stanbridge**

BACKGROUND

- The subject property is a single-family detached home.
- The current owners are Thomas and Dawn Peterson.
- Current violation includes:
 - Junk, debris, and household articles in backyard (violation of City Code Section 407.02.D. and 407.03.H.).
- 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:

- Remove junk, debris, and household articles from the yard:
 - o Approximately - \$500.00

Total: Approximately - \$500.00

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

31 **STAFF RECOMMENDATION**

32 Staff recommends that the Council direct Community Development staff to abate the above referenced
33 public nuisance violations at 1805 Stanbridge.

34 **REQUESTED COUNCIL ACTION**

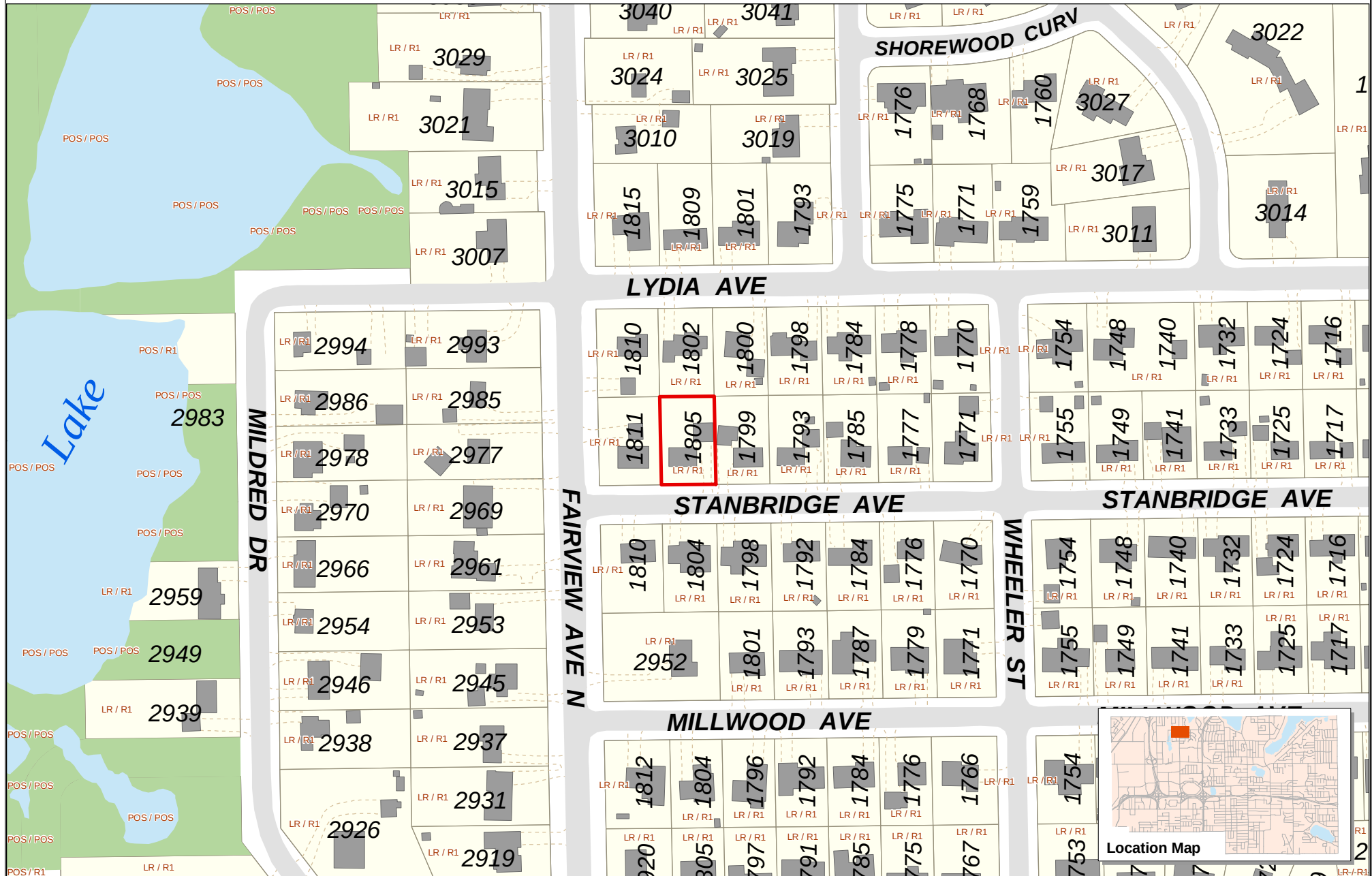
35 Direct Community Development staff to abate the public nuisance violations at 1805 Stanbridge by
36 hiring general contractors to remove junk, debris, and household articles from the yard.

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

39 Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 1805 Stanbridge

1805 Stanbridge Ave W



Prepared by:
Community Development Department
Printed: July 20, 2010



Site Location

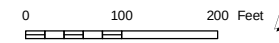
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (7/1/2010)
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 exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



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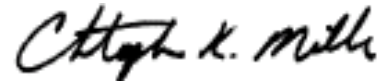
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8-9-10
Item No.: 12 . e

Department Approval



Acting City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 1350 Ryan.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is Charles Buzicky.
- Current violations include:
 - Twenty-four black plastic bags filled with dead leaves piled on the front yard garden (violation of City Code Section 407.02.D).
 - Junk and debris consisting of approximately 200 empty plastic plant containers, old gutter parts, and broken tools (violation of City Code Section 407.02.D and 407.03.H.).
- 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:

- Remove and dispose of the 24 black plastic bags piled on front yard garden.
- Remove and dispose of junk and debris consisting of approximately 200 plastic containers, old gutter parts, and broken tools:

28 Total: Approximately - \$500.00

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

33 **STAFF RECOMMENDATION**

34 Staff recommends that the Council direct Community Development staff to abate the above referenced
35 public nuisance violations at 1350 Ryan.

36 **REQUESTED COUNCIL ACTION**

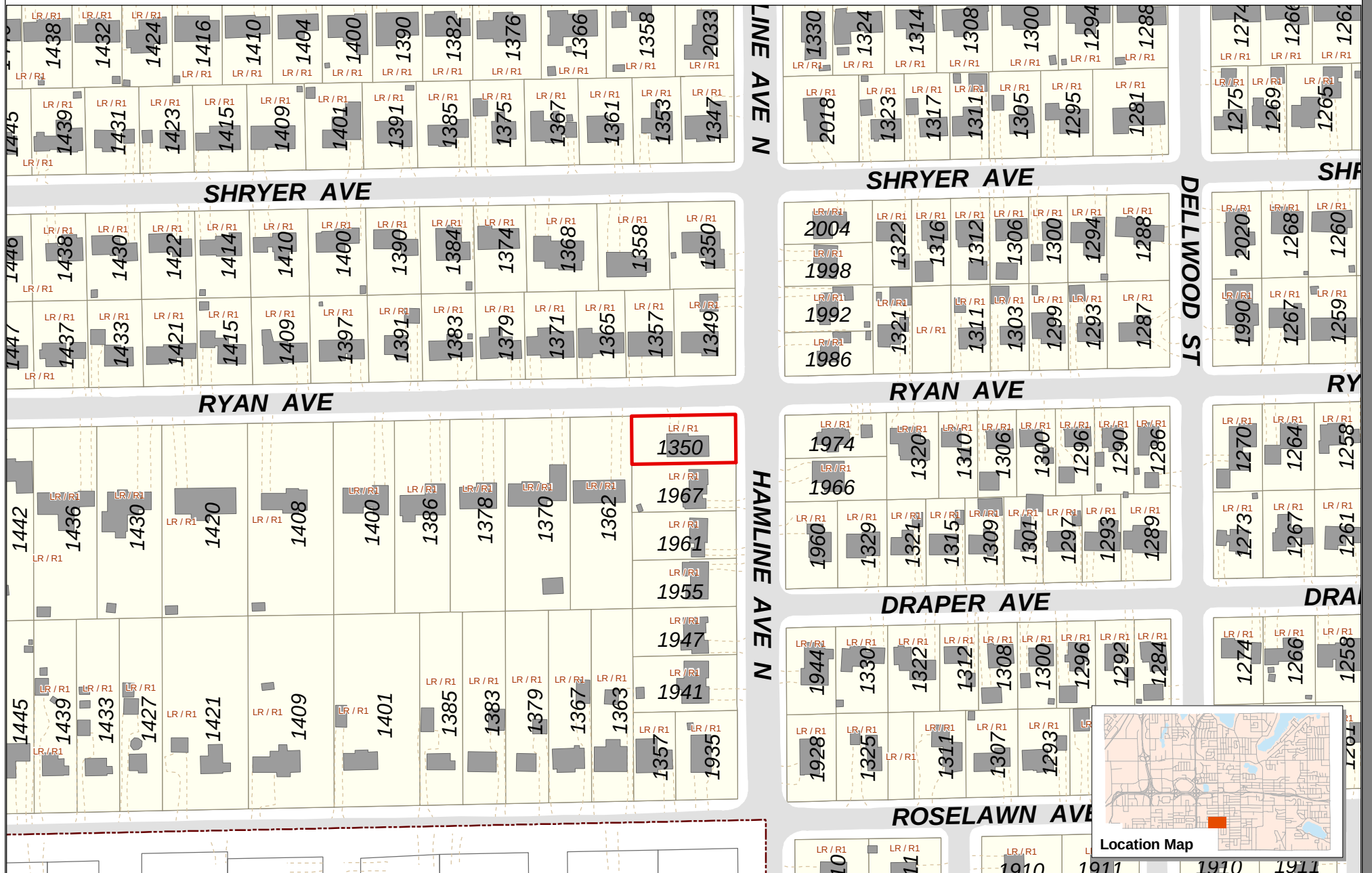
37 Direct Community Development staff to abate the public nuisance violations at 1350 Ryan by hiring
38 general contractors to abate the public nuisance violations by disposing of the bags of leaves, the plastic
39 containers, the old gutter parts and the broken tools.

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 1350 Ryan.

1350 Ryan Ave W



Prepared by:
Community Development Department
Printed: August 21, 2009

Site Location

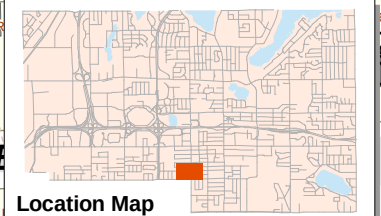
LR / R1 Comp Plan / Zoning
Designations

Data Sources

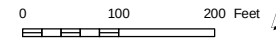
* Ramsey County GIS Base Map (8/4/2009)
For further information regarding the contents of this map contact:
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Location Map



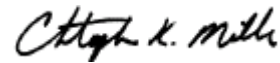
mapdoc: planning_commission_location.mxd

REQUEST FOR COUNCIL ACTION

Date: 8-9-10
Item No.: 13.a

Department Approval

Acting City Manager Approval



Item Description: Parks and Recreation Master Plan Implementation

BACKGROUND

It has been suggested that a referendum to begin the implementation of the parks and recreation master plan be considered for this November 2010. In order to meet that goal, a referendum questions needs to be formulated and submitted by August 20th, 2010. As you consider the possibility, please refer to the following attachments:

- A memo from Lonnie Brokke, Director of Parks and Recreation to Bill Malinen, City Manager outlining some thoughts
- A “hybrid” listing of potential projects totaling \$8M
- An overview of City bond status from Finance Director Chris Miller
- Draft copy of the August 5th Parks and Recreation Commission meeting minutes reflecting the topic discussion and their recommendation

The final scheduled CAT meeting is Thursday, August 5th. Staff will plan to update you with their recommendation at the meeting on Monday, August 9th.

If the City Council does decide that this is the right year to pursue a parks and recreation referendum, a specific question (s) discussion should occur in more depth in order for staff to bring back language to have finalized at your August 16th meeting.

REQUESTED COUNCIL ACTION

Discussion and decision on potential referendum for November, 2010.

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments:

- A. Memo to Bill Malinen from Lonnie Brokke
- B. “Hybrid” listing of projects totaling \$8m
- C. Overview of city bonding status as prepared by Chris Miller
- D. Draft copy of minutes of the August 5th, 2010 Parks and Recreation Commission meeting

ROSEVILLE

Parks and Recreation Department



To: Bill Malinen
 From: Lonnie Brokke
 Date: July 26th, 2010
 Re: Parks and Recreation System Master Plan

Thank you for your interest and enthusiasm in the implementation of the Parks and Recreation System Master Plan and for your suggestion to have a question on the 2010 ballot. As we discussed, the final draft plan is in the process of being completed for review and comment by the Citizen Advisory Team (CAT) on August 5th.

The process continues with the anticipated next steps to be completed in 2010 as follows:

- August 5th - present final draft plan to the CAT
- September /October– review by Technical Advisory Team (TAT)
- September 18th - present final draft plan to the Parks and Recreation Commission
- September 27th - present final draft plan to the City Council
- September - October – receive public comment on final draft plan
- November – Parks and Recreation Commission final recommendation
- November – City Council final adoption
- October - December - conduct a statistically valid survey to compare and contrast final plan details for implementation direction
- October - December – explore implementation options with community/commission to finalize resource path
- 2010/2011 - communicate plan details and implementation strategies to community

Over the past 11 months, the City Council, CAT, Parks and Recreation Commission, volunteers, the community and staff have been working diligently and tirelessly to engage as many citizens and businesses as possible to weigh in to the formulation of the master plan. It has been a very thorough process that has encouraged and allowed every opportunity for folks to get involved. It has been truly value based, listening and hearing from all areas of the community and compiling those results. The process should now include a statistically valid survey, to validate plan details.

In order for the question and/ or questions to be on the election ballot for the fall of 2010, a final question needs to be formulated, approved and submitted by Friday, August 20th. This timeframe would not be reasonable to allow the CAT, Parks and Recreation Commission to weigh into the final package of improvements.

As a part of this process, it was a goal to create a “path to implementation”. As the planning process continued, the CAT had premature discussions about how to fund the plan and appeared to be steering away from the intended “system plan” itself. I believed that a good plan will communicate itself to the community and suggested that the CAT allow the creative process to occur and continue with the completion of a great plan, rather than focus on funding prior to plan completion and understanding the entire scope. Many of the CAT members at that time indicated that they would like to be involved in the subsequent implementation stage, whatever process that entailed. Hence, they have focused on the plan with the understanding that the implementation discussion would come soon after.

I now suggest that the completed plan be further and fully shared with the Community and that implementation options/methods be explored with residents and the Parks and Recreation Commission (implementation team) with the ballot question to be formulated and no later than the fall of 2011.

The CAT and the Parks and Recreation Commission have been heavily vested and involved in this entire process and through the course of developing the plan have suggested that they want to be further involved in the implementation discussion, i.e. what gets implemented, when and how. A tight timeframe of an August 20th deadline for a question to be submitted will not allow reasonable time for them to be involved.

If the City does decide to move forward this fall with a referendum question, based upon interpretation of the community’s communicated interests and priorities, the following package would be suggested for consideration in formulating the question/questions:

ITEM	COST
1. * Develop a Perpetuating Trust Fund to augment existing annual funds for:	
○ Operating and maintenance for parks, programs and facilities	\$5M
○ Annual improvements	\$5M \$10M
2. * Natural Resource Restoration- (\$200K over 10 years)	\$ 2M
○ Including EAB	
3. * Improve/Renovate	\$ 3M
○ Paint Roseville Skating Center - \$100K	
○ Complete a boardwalk loop at HANC - \$500K	
○ Fencing – various locations - \$550K	
○ Tennis/Basket ball Courts - \$150K	
○ Lighting – Lake Bennett - \$500K	
○ 10 Playgrounds (10 x \$70k) = \$700K	
○ Other identified replacements, i.e. irrigation systems, - \$500K	

4. * To begin to implement Constellation Concept (New and/or Replacements)	\$ 3M
○ 4 Neighborhood rink/program/gathering centers (4 x \$500k) = \$2M	
○ 2 Splash pads = \$600K	
○ 4 Shade shelters = \$400K	
5. Pathway/sidewalk connections	\$1M
6. * Implement current existing master plans	
○ Ladyslipper Park = \$1M	
○ Lexington Park = \$1M	
○ Central Park Lexington = \$1M	\$ 3M
7. * Acquisition for Park and Recreation purpose	\$ 4M
○ Dale & C = \$300K	
○ Mounds View = \$900K	
○ Press Gym = \$700K	
○ Owasso School = \$2.1M	
8. *Acquisition for Park and Recreation Purpose	\$13M
○ Unisys (land value)	
9. To continue to work with Community Center details with residents to finalize plan and approach	\$150K
10. Begin to implement the School/Park concept	<u>\$850K</u>
11. TOTAL	\$40 M

****Maintain well what we have***

Hybrid of Director of Parks and Recreation and City Manager Proposal

ITEM	COST
1. Natural Resource Restoration	\$ 555,000
▪ Sandcastle - \$5k ▪ Ladyslipper Park - \$115k ▪ Rosebrook Park - \$35k ▪ Various parks- \$400k	
2. Improve/Renovate	\$6,805,000
○ Begin to implement the Constellation Concept - Shelters ▪ Sandcastle Park – shelter - \$500k ▪ Autumn Grove – shelter - \$500k ▪ Rosebrook Park – shelter - \$500k ▪ Lexington Park – shelter - \$500k ▪ Pocahontas Park – shade shelter - \$30k ▪ Rosebrook Park – splash pad - \$400k	\$2,430,000
○ Tennis/BB Courts ▪ Sandcastle Park – tennis/bb court - \$70k ▪ Howard Johnson Park - Tennis Court - \$60k ▪ Acorn Park – tennis/basketball courts - \$100k ▪ Central Park Lexington – volleyball courts - \$20k ▪ Pocahontas Park – tennis courts - \$60k	\$310,000
○ Playgrounds ▪ Langton Lake – play structure – \$70K ▪ Oasis Park – play structure - \$50k ▪ Howard Johnson Park – play structure - \$70k ▪ Materion Park – play structure - \$50k ▪ Acorn Park – play structure - \$70k ▪ Owasso Fields – play structure - \$50k ▪ Central Park Victoria West – play structure - \$125k ▪ Central Park Victoria Ballfields – play structure - \$70k ▪ Central Park Lexington – play structure - \$125k ▪ Tamarack Park – play structure - \$50k ▪ Villa Park Upper - \$70k	\$ 800,000
○ Field improvements ▪ Autumn Grove – field renovation - \$70k ▪ Howard Johnson Park – back stop/field - \$30k ▪ Mapleview Park – maintenance strip - \$2k ▪ Central Park Victoria Ballfields – fields - \$600k ▪ Central Park Dale Street – Legion Field - \$150k	\$852,000

○ Repair/Renovate/Remove	\$1,245,000
▪ Sandcastle Park – open skating - \$ 3k	
▪ Langton Lake – erosion control - \$25k	
▪ Oasis Park – parking lot - \$50k	
▪ Autumn Grove- remove parking lot on North - \$5k	
▪ Autumn Grove – hockey and free skating - \$15k	
▪ Mapleview Park – shelter roof replacement - \$2k	
▪ Acorn Park – disc golf improvements - \$125k	
▪ Central Park - Muriel Sahlin Arboretum – irrigation - \$15k	
▪ Central Park HANC – single loop boardwalk - \$410k	
▪ Tamarack Park – drainage – \$20k	
▪ Villa Park – bridges (3) - \$75k	
▪ Bennet Lake Lighting - \$500k	
○ All Parks	\$1,168,000
○ Irrigation system upgrades - \$118k	
○ Sign upgrades – all parks - \$300k	
○ Design and construction management – all parks - \$750,000	
3. Pathway/sidewalk connections	\$ 165,000
▪ Reservoir Woods – pathway improvement near Victoria - \$15k	
▪ Central Park Victoria West – pathways - \$50k	
▪ Villa Park – pathway improvements/links - \$100k	
4. Acquisition for Park and Recreation purpose	\$ 45,000
○ Oasis Park tax forfeiture - \$45k	
5. Community Center feasibility study/pre- design	\$125,000
6. Begin to implement the School/Park concept (Fairview and Parkview)	<u>\$405,000</u>
7. TOTAL	\$8,000,000

Attachment C

From: Chris Miller
Sent: Monday, August 02, 2010 10:46 AM
To: Lonnie Brokke; Bill Malinen
Subject: RE: pre-packet questions - 2010 bond referendum

Lonnie and Bill,

The attached file contains an excerpt from the City's 2010 Budget document which depicts remaining debt service obligations. I'll add a couple of notes regarding the attached information.

First, 'Series 29' relates to the bonds issued for Westwood Village I. They will NOT require any tax levy support. 'Series 23 and 25' relate to old Street Improvement bonds whose debt service is funded partially by tax levy and partially by special assessments. 'Series 27' represents the City Hall/Public Works Building bonds, and 'Series 28' represents the Ice Arena Refrigeration system. The debt service for both Series 27 and 28 is fully funded by property taxes.

Total Outstanding Debt (principle) on January 1, 2011 is \$11,520,000. We can expect about \$150,000 in annual tax levy relief beginning in 2013 when the Series 23 bonds are paid off, and another \$160,000 in annual tax levy relief beginning in 2015 when the Series 25 bonds are paid off.

Let me know if you need anything else.

Thanks.

Christopher K. Miller
Finance Director
City of Roseville, MN 55113
651-792-7031

The City currently has three types of debt; 1) general obligation improvement debt, 2) general obligation facility debt, and 3) General Obligation Taxable Housing debt. Improvement debt is used for financing the city's street improvement program. Facility debt accounts for the debt service on City Campus facilities, and the Housing debt accounts for debt issued to finance a public/private partnership with a local townhome association's improvements. The city will have five general obligation debt issues outstanding at the beginning of 2010. The following schedule depicts the City's outstanding debt as of 01/01/2010.

Description	Principal Outstanding	Net Interest Rate	Date of Final Maturity	Eligible Call Date
Series 23	\$ 680,000	4.90 %	03/01/2012	Bi-annually
Series 25	1,070,000	4.24 %	03/01/2014	Bi-annually
Series 27	7,310,000	3.72 %	3/01/2019	3/01/2013
Series 28	2,550,000	3.31 %	3/01/2018	3/01/2016
Series 29	1,155,000	5.06 %	3/01/2025	3/01/2020
Total	\$ 12,765,000			

The following table depicts the City's debt service payments by year.

Year	Principal	Interest	Total
2010	\$ 1,245,000	\$ 446,911	\$ 1,691,911
2011	1,385,000	400,936	1,785,936
2012	1,435,000	356,656	1,791,656
2013	1,230,000	312,830	1,542,830
2014	1,280,000	269,435	1,549,435
2015	1,100,000	226,750	1,326,750
2016	1,145,000	185,158	1,330,158
2017	1,190,000	141,134	1,331,134
2018	1,245,000	94,144	1,339,144
2019	960,000	49,659	1,009,659
2020	80,000	27,625	107,625
2021	85,000	23,500	108,500
2022	90,000	18,900	108,900
2023	95,000	13,813	108,813
2024	95,000	8,540	103,540
2025	105,000	2,940	107,940
Total	\$ 12,765,000	\$ 2,578,931	\$ 15,343,931

DRAFT

ROSEVILLE PARKS AND RECREATION COMMISSION MINUTES OF MEETING OF AUGUST 3, 2010 ROSEVILLE CITY HALL ~ 8:00PM

PRESENT: Azer, Doneen, Etten, Jacobson, Rostow, Stark, Willmus
ABSENT: D.Holt, M.Holt, Pederson (all notified staff prior to meeting)
STAFF: Brokke, Anfang

1. INTRODUCTIONS/ROLL CALL/PUBLIC COMMENT

Public Comment deferred until after the approval of minutes and comments by Commission Chair and Parks and Recreation Director

2. APPROVAL OF MINUTES – MAY 4, 2010 MEETING

Commission Recommendation: Minutes amended with the following; R. Doneen commented that his comments at the May 4th meeting did not reference an “agreement” but rather an update to the Commission that the school district had met with the neighbors and baseball association representatives and informed them that 3 fields were to be built at Fairview, 2 fields to accommodate the Fast pitch Softball Program and one field to be used by Baseball.

Amended Minutes for the May 4, 2010 meeting were approved unanimously.

3. COMMISSION COMMENT / PUBLIC COMMENT

Brokke briefed commissioners on the tragic death of a 12 year old boy in Bruce Russell Park on Sunday, August 1st. Commissioners and Parks and Recreation staff extended their sincere condolences to the family.

Gary Grefenberg addressed the Commission on two community items;

- o As a member of the Roseville Human Rights Commission, Grefenberg informed the Parks and Recreation Commission that the Human Rights Commission has been charged with looking at involvement of Roseville citizens in the local government process. The Human Rights Commission is looking for a volunteer from the Parks and Recreation Commission to take part if a task force that will study the topic over the next eight months. Commission Chair Stark directed Commissioners to consider the task and mentioned that a representative would be named following the next Parks and Recreation Commission Meeting.
- o Grefenberg shared a draft to the upcoming edition of the SouthWest Area Roseville Monitor (SWARM). This newsletter recognizes the extensive community involvement that has taken place over the past eleven months for the Parks and Recreation Master Plan Update. Grefenberg commented that some Southwest residents do not trust government and his experiences with the parks and recreation planning process has resulted in a willingness on this part to assist in sharing information from the Citizen Advisory Team with the Southwest Roseville neighbors.

Grefenberg voiced his concern with the recent bond proposal and feels the completed Master Plan needs to be better reflected in the referendum budget. He is also concerned that the August 20th deadline seems to undercut the role of the CAT in the Master Planning process and the vision and planning process are worthless unless reflected in the implementation budget. Lastly, Grefenberg commented that citizen involvement has been wasted unless the budget is reflected in the Master Plan and resulting implementation. It would be disappointing if on this most critical step of the planning process the City opts to go it alone with a rushed referendum.

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4. REVIEW OF JOINT MEETING WITH CITY COUNCIL

Commission Chair Stark provided Commissioners with summary notes from the June 7, 2010 joint meeting between the Roseville City Council and the Roseville Parks and Recreation Commission. The notes highlighted discussions and direction from the following topics; Master Plan Implementation, Budget and Funding Options, Natural Resource Health and Other Related Topics.

- o Doneen commented that it seemed clear that the Council is looking to the Commission to make strong recommendations in regards to the Master Plan Update.
- o Ristow commented on his disappointment that during his time as a Commissioner there has been a lot of talk and not much action due to budget reductions. Ristow also mentioned the need to sell a local sales tax to support parks and recreation growth.
- o Azer mentioned the Council recommendation to look to neighboring communities for shared resources and cooperative opportunities.
- o Willmus questioned how there can be talk of implementation at this time when the planning process is still going on. We need to see the planning process through to the end before we start talking implementation.
- o Doneen commented on the forestry and the local tree inventory. He inquired into whether Roseville forestry staff might be available to talk at an upcoming meeting and if the Commission would like for him to arrange for an Urban Forester to update the Commission.
- o Commissioners were asked to forward additional comments onto Chairman Stark so that he can incorporate those comments into the joint meeting notes.

5. DISCUSS COMMISSION RETREAT (SATURDAY, SEPT. 18)

Brokke briefed the Commission that the annual retreat is scheduled for Saturday, September 18, 9am-2pm. The agenda was discussed and it was agreed that, as time allows, the topics will be as follows:

- o Presentation on Parks and Recreation Master Plan by Michael Schroeder
- o Review and comment on Master Plan
- o Clarify purpose, role and responsibilities of the Commission
- o Tour of park sites developed as concept plans for the Master Planning process

6. PARKS AND RECREATION MASTER PLAN UPDATE

Brokke briefed the Commission on the process for finalizing the Parks and Recreation Master Plan Update.

- o The latest information includes an implementation consideration for the November 2010 election:
 - o Brokke reviewed his letter to the City Manager on some thoughts on process as well as a list of potential projects that had been discussed during the planning process.
 - o A smaller and scaled back listing was also included fitting into a dollar amount suggested by the City Manager
 - o Staff are looking for Commission comments and advice in regards to a potential fall 2010 ballot question, discussion included the following:
 - Etten talked about how this is not the time frame that has been discussed and considered throughout the planning process. He is concerned that the Citizens of Roseville do not know what they will be voting for and that a referendum question(s) at this time short circuits the process. He believes that we should be looking at what citizens really want and involve them in the process further and that it is not appropriate to put a referendum question forward at this time.
 - Ristow and Azer agreed with Etten's comments.

DRAFT

- Willmus reminded Commissioners that successful past bonding efforts have had a unified front and spent months getting information from residents and incorporating their thoughts into the process. He recognized that the Citizen Advisory Team intentionally set the implementation process aside to focus on creating a very good Master Plan that is reflective of the community. Because of this, there is not time to educate and inform the community by November of this year what that plan entails.
- Stark believes if the \$8 million referendum is supported by the vote it would be difficult to come back in the near future for additional funding for the rest of the Master Plan recommendations. In addition, if the referendum is not supported it would be detrimental to the future of the Parks and Recreation Master Plan.
- Willmus suggested that prioritization and vetting of items needs to take place.
- Etten mentioned that the Citizens of Roseville need to be engaged in the process of identifying the projects of support.
- Willmus sees the \$8 million referendum as a maintenance fix and not a parks and recreation system development plan.
- Azer has seen a lot of interest and enthusiasm for the implementation of the Master Plan and suggests a year of planning and informing could make a difference between good and great projects.
- Ristow suggested holding off on the referendum at this time.

Commission Recommendation: Motion by Ristow, amended by Willmus, seconded by Doneen that The Parks and Recreation Commission recommend to the Roseville City Council to hold off on putting a parks and recreation funding question on the November 2010 ballot. Further, the Commission supports the Citizen Advisory Team (CAT) in their effort to see the planning process through to the end and supports a future implementation process that incorporates the final Master Plan recommendations. Motion passed unanimously.

7. DIRECTORS REPORT

- o Brokke pointed out the local sales tax letter received by Commissioner Ristow from Representative Greiling. It has also been distributed to the City Manager and City Council. City Manager Malinen is part of a League of Minnesota Cities Committee on local sales tax.
- o 2011 Budget Update
 - o September 13 is deadline for the maximum levy to be set
 - o It is thought that the City Manager will be presenting his recommended budget on August 16.
 - o Etten commented on his interpretation and observations of the current budgeting process. The current system is not a ranking system as presented but rather more of a categorization where as a “5” represents only the need for public safety, a “4” represents the City’s financial responsibilities and “3, 2, 1” are used to identify services and mission. Because of the breakdown of categories, Parks and Recreation will not be well represented because the organization provides services but is not recognized for its contributions toward community safety. According to the ranking scale, parks and recreation cannot really receive more than a “3” ranking. Etten asked Commissioners to speak with the Council and push for better representation and systematic ranking in the budgeting process.
- o The Skating Center has been approached to host the Kellogg High School All School Reunion. The event is considered to be scheduled for July 2011. The organizing committee is looking to book the entire facility and hopes to have live entertainment outdoors and serve alcohol throughout the facility. Brokke asked the commission for their thoughts. Commissioners supported pursuing the event and also suggested a policy be considered for the use of alcohol beyond current guidelines.

DRAFT

- o Recent wind storms have resulted in over \$15,000 in tree damage and clean-up expenses in Roseville parks. Jason Etten recognized Jeff Evenson and his staff for their quick and complete response to damages throughout the community.
- o Ramsey County is looking to repurpose some of its ice arenas, including Biff Adams, a facility used by RAYHA and RAHS hockey teams. Ice time availability for Roseville groups is has also changed at the Coliseum. This is an example of how quickly facility needs can change and the importance for a Master Plan that is fluid.
- o The tree inventory is progressing. The inventory of all boulevard trees is nearly completed, after the boulevard trees are completed staff and volunteers will move on to park trees. The updated ordinance will address whose responsibility it is to maintain boulevard trees in the future.
- o Staff are researching EAB treatments and are leaning toward a combined approach that uses an injection process on some and removal of the worst trees. An injector and a tested product called tree-age can be purchased in order to have the ability to perform the application in-house.

8. OTHER

- o Anfang reminded everyone of the Mosquito Bluegrass Jam and Youth Fishing Contest scheduled for Sunday, August 8 at the Frank Rog Amphitheatre.

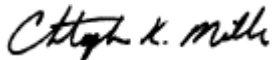
Meeting adjourned at 9:45 pm

Respectfully Submitted,
Jill Anfang, Assistant Director

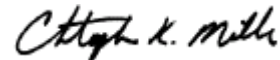
REQUEST FOR COUNCIL ACTION

Date: 8/09/2010
Item No.: 13.b

Department Approval



Acting City Manager Approval



Item Description: Continue Discussion on the 2011 Priority-Based Budgeting Process

BACKGROUND

Over the past couple of months, the City Council has held a number of discussions on the 2011 Priority-Based Budgeting Process. This included a discussion on July 26, 2010 during which the Council reviewed both their individual program rankings as well as the Council's composite score.

The Council is now asked to review a revised list of program rankings that includes preliminary program costs. The revised list also segregates 'mandatory' programs and services from those programs that are considered more discretionary. The revised list is included in *Attachment A*. For background purposes, a copy of the previously agreed upon ranking methodology is included in *Attachment B*, along with program descriptions in *Attachment C*.

The program costs depicted in *Attachment A* total \$18,931,869. This represents the preliminary tax-supported program costs necessary to maintain current service levels. This represents a net increase of \$513,355 from 2010. Detailed information is presented below.

2011 Budget Reductions

For 2011, the City can expect budget reductions in the following areas:

- 1) \$490,000 in reduced debt service
- 2) \$78,000 in reduced Fire Relief Pension obligation

These spending reductions total \$568,000

2011 Budget Increases

For 2011, preliminary budget projections call for an increase of \$1,081,355. This increase can be generally categorized as follows:

- ❖ \$100,000 - New program: Emerald Ash Borer
- ❖ \$165,000 – New program: Code Enforcement (previously funded with building permits)
- ❖ \$62,000 – Contractual obligations
- ❖ \$236,375 – capital improvements and equipment purchases
- ❖ \$195,910 - 1% employee COLA and step increases
- ❖ \$213,200 – PERA and Healthcare increases

- ❖ \$36,000 – Temporary/seasonal wages
- ❖ \$37,000 – Supplies & materials
- ❖ \$35,870 – contract maintenance, professional services, telephone, etc.

As noted above, the net increase in new spending for 2011 is \$513,355.

Tax Levy Impact

In addition to a preliminary net spending increase of \$513,355, the City also expects to realize reduced revenues in the amount of \$243,660. This includes reductions in interest earnings, fire state aid, court fines, and additional loss of market value homestead credit. As a result, the 2011 required tax levy would be \$15,039,419; an increase of \$757,015 (\$513,355 + \$243,660) or 5.3%. The proposed levy increase is within the City's projected 2011 levy limits.

For a median-valued home of \$223,900 that experiences a projected 5% decline in assessed market value, the 2011 city taxes will be \$640, an annual increase of \$24 or \$2 per month. In exchange, residents will receive round-the-clock police and fire protection, well-maintained streets and parks, and continued emphasis on enforcement of the City's Housing Code. In addition, a larger investment will be made to replace the City's aging infrastructure. Finally, the City will take the responsible measure of setting aside monies for the potential infestation of the Emerald Ash Borer or other contingencies.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

See above.

STAFF RECOMMENDATION

Staff recommends that the Council continue evaluating the program rankings and consider the 2011 preliminary, not-to-exceed tax levy and budget.

REQUESTED COUNCIL ACTION

Conduct a preliminary ranking of budget programs and review them at the Council meeting.

Prepared by: Chris Miller, Finance Director
Attachments: A: 2011 City Council Program rankings
B: Ranking methodology
C: Program descriptions

City of Roseville
Priority-Based Budgeting
Tax-Supported Programs
2011

Attachment A

		8/9/2010							
		2011	Composite						
<u>Department / Division</u>	<u>Program / Function</u>	<u>Program Cost</u>	<u>Council</u>	<u>Klausing</u>	<u>Ihlan</u>	<u>Pust</u>	<u>Roe</u>	<u>Johnson</u>	<u>Diff.</u>
		<u>Current</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>+ / -</u>
Administration	Council Support	120,252	-	-	-	-	-	-	-
Administration	Records Management/Data Practices	23,852	-	-	-	-	-	-	-
Administration	Human Resources	108,216	-	-	-	-	-	-	-
Administration	Organizational Management	125,113	-	-	-	-	-	-	-
Code Enforcement	Code Enforcement	165,000	-	-	-	-	-	-	-
Elections	Elections	80,655	-	-	-	-	-	-	-
Finance	Accounts Payable	34,970	-	-	-	-	-	-	-
Finance	Gen. Ledger, fixed assets, financial reporting	149,908	-	-	-	-	-	-	-
Finance	Payroll	74,405	-	-	-	-	-	-	-
Finance	Risk Management	32,122	-	-	-	-	-	-	-
Finance	Cash Receipts	52,204	-	-	-	-	-	-	-
Finance	Lawful Gambling (partial cost)	4,359	-	-	-	-	-	-	-
Finance	Business Licenses	8,719	-	-	-	-	-	-	-
Finance	Workers Compensation Admin.	48,183	-	-	-	-	-	-	-
General Insurance	General Insurance	84,000	-	-	-	-	-	-	-
Fire Relief	Fire Relief	355,000	-	-	-	-	-	-	-
Police Patrol	Dispatch	65,258	-	-	-	-	-	-	-
PW Administration	Storm Water Management	36,424	-	-	-	-	-	-	-
PW Administration	Permitting	49,421	-	-	-	-	-	-	-
Recreation Maint.	Natural Resources	139,601	-	-	-	-	-	-	-
Streets	Traffic Management & Control	99,456	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Streets	310,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - City Hall, PW Bldg.	825,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Arena	355,000	-	-	-	-	-	-	-
** All items listed above are categorized as MANDATORY programs **									
1 Police Patrol	24 x 7 x 365 First Responder	2,397,772	4.80	5.00	5.00	5.00	5.00	4.00	1.00
2 Police Investigations	Criminal Prosecutions	665,395	4.80	5.00	5.00	5.00	5.00	4.00	1.00
3 Fire Fighting / EMS	Emergency Medical Services	666,036	4.80	5.00	5.00	5.00	5.00	4.00	1.00
4 Fire Prevention	Fire Prevention	181,038	4.80	5.00	5.00	5.00	5.00	4.00	1.00
5 Fire Fighting / EMS	Fire Suppression / Operations	415,400	4.80	5.00	5.00	5.00	5.00	4.00	1.00
6 Firefighter Training	Firefighter Training	100,355	4.80	5.00	5.00	5.00	5.00	4.00	1.00
7 Police Investigations	Crime Scene Processing	44,013	4.40	3.00	5.00	5.00	5.00	4.00	2.00
8 Fire Administration	Emergency Management	371	4.40	5.00	3.00	5.00	5.00	4.00	2.00
9 Police Emerg. Mgmt	Police Emergency Management	10,185	4.40	5.00	2.00	5.00	5.00	5.00	3.00
10 Streets	Pavement Maintenance	562,881	4.20	4.00	4.00	5.00	4.00	4.00	1.00
11 Streets	Pathways & Parking Lots	187,242	4.00	4.00	3.00	5.00	4.00	4.00	2.00
12 Police Lake Patrol	Police Lake Patrol	1,900	4.00	5.00	3.00	5.00	3.00	4.00	2.00
13 Legal	Prosecuting Attorney	138,925	4.00	3.00	5.00	4.00	5.00	3.00	2.00
14 PW Administration	Street Lighting	219,447	4.00	3.00	3.00	5.00	5.00	4.00	2.00
15 Central Garage	Vehicle Repair	136,821	4.00	4.00	4.00	4.00	4.00	4.00	-
16 Streets	Winter Road Maintenance	222,237	4.00	3.00	3.00	5.00	5.00	4.00	2.00
17 Police Patrol	Animal Control	204,842	3.80	3.00	3.00	4.00	5.00	4.00	2.00
18 Finance	Budgeting / Financial Planning	77,995	3.80	3.00	4.00	3.00	4.00	5.00	2.00
19 Recreation Maint.	Facility Maintenance	329,779	3.80	4.00	3.00	5.00	4.00	3.00	2.00
20 PW Administration	Project Delivery	352,877	3.80	4.00	3.00	5.00	3.00	4.00	2.00
21 Police Investigations	Response to Public Requests	10,802	3.80	3.00	3.00	5.00	3.00	5.00	2.00
22 Street Lighting	Street Lighting capital items	64,000	3.80	3.00	4.00	4.00	4.00	4.00	1.00
23 Finance	Banking & Investment Management	11,012	3.60	4.00	4.00	3.00	4.00	3.00	1.00
24 Police Administration	Community Liaison	161,338	3.60	3.00	3.00	5.00	3.00	4.00	2.00
25 Miscellaneous	Emerald Ash Borer	100,000	3.60	4.00	3.00	3.00	3.00	5.00	2.00
26 Police Administration	Response to Public Requests	225,245	3.60	3.00	3.00	3.00	5.00	4.00	2.00
27 Recreation Programs	Volunteer Management	83,631	3.60	4.00	2.00	3.00	4.00	5.00	3.00
28 Skating Center	Arena	493,320	3.40	3.00	3.00	4.00	3.00	4.00	1.00
29 Skating Center	Banquet Area	135,998	3.40	3.00	3.00	4.00	3.00	4.00	1.00
30 Police Comm Services	Community Services	65,955	3.40	3.00	3.00	5.00	3.00	3.00	2.00
31 Rec Administration	Financial Management	58,814	3.40	3.00	2.00	5.00	3.00	4.00	3.00
32 Fire Administration	Fire Administration & Planning	166,325	3.40	4.00	2.00	5.00	2.00	4.00	3.00
33 Fire Prevention	Fire Administration & Planning	10,197	3.40	4.00	2.00	5.00	2.00	4.00	3.00
34 Skating Center	OVAL	407,038	3.40	3.00	3.00	4.00	3.00	4.00	1.00
35 Police Administration	Police Records / Reports	217,766	3.40	3.00	2.00	5.00	3.00	4.00	3.00
36 Police Patrol	Police Reports (by officer)	596,960	3.40	3.00	2.00	5.00	3.00	4.00	3.00
37 Rec Administration	Community Services	253,549	3.20	3.00	3.00	3.00	3.00	4.00	1.00
38 Fire Fighting / EMS	Fire Administration & Planning	107,294	3.20	3.00	2.00	5.00	2.00	4.00	3.00
39 PW Administration	General Engineering/Customer Service	132,157	3.20	3.00	3.00	3.00	3.00	4.00	1.00
40 Police Administration	Organizational Management	330,236	3.20	3.00	2.00	5.00	2.00	4.00	3.00
41 Police Patrol	Organizational Management	416,974	3.20	3.00	2.00	5.00	2.00	4.00	3.00
42 Police Investigations	Organizational Management	43,207	3.20	3.00	2.00	5.00	2.00	4.00	3.00
43 Fire Administration	Organizational Management	39,159	3.20	3.00	2.00	5.00	2.00	4.00	3.00
44 PW Administration	Organizational Management	112,143	3.20	3.00	2.00	5.00	2.00	4.00	3.00
45 Streets	Organizational Management	41,501	3.20	3.00	2.00	5.00	2.00	4.00	3.00
46 Recreation Programs	Personnel Management	67,734	3.20	3.00	2.00	5.00	2.00	4.00	3.00

Attachment A

		8/9/2010							
		2011	Composite						
<u>Department / Division</u>	<u>Program / Function</u>	<u>Program Cost</u> <u>Current</u>	<u>Council</u> <u>Rank</u>	<u>Klausing</u> <u>Rank</u>	<u>Ihlan</u> <u>Rank</u>	<u>Pust</u> <u>Rank</u>	<u>Roe</u> <u>Rank</u>	<u>Johnson</u> <u>Rank</u>	<u>Diff.</u> <u>+ / -</u>
47 Police Patrol	Public Safety Promo / Community Interaction	642,899	3.20	3.00	1.00	4.00	3.00	5.00	4.00
48 Police Investigations	Public Safety Promo / Community Interaction	125,603	3.20	3.00	1.00	5.00	3.00	4.00	4.00
49 Streets	Streetscape & ROW Maintenance	275,093	3.20	3.00	3.00	3.00	3.00	4.00	1.00
50 Miscellaneous	Building Replacement	25,000	3.00	4.00	3.00	-	4.00	4.00	4.00
51 Finance	Contract Administration	7,799	3.00	4.00	2.00	3.00	3.00	3.00	2.00
52 Administration	Customer Service	38,590	3.00	3.00	3.00	3.00	3.00	3.00	-
53 Recreation Programs	Facility Management	237,591	3.00	3.00	2.00	4.00	3.00	3.00	2.00
54 Administration	General Communications	64,732	3.00	3.00	3.00	3.00	3.00	3.00	-
55 Recreation Maint.	Grounds Maintenance	326,279	3.00	2.00	3.00	3.00	3.00	4.00	2.00
56 Advisory Comm.	Human Rights Commission	2,250	3.00	3.00	3.00	3.00	3.00	3.00	-
57 Central Garage	Organizational Management	54,222	3.00	3.00	2.00	5.00	2.00	3.00	3.00
58 Recreation Programs	Organizational Management	64,345	3.00	3.00	2.00	5.00	2.00	3.00	3.00
59 Miscellaneous	Park Improvement Program	185,000	3.00	3.00	3.00	-	4.00	5.00	5.00
60 Rec Administration	Planning & Development	78,051	3.00	3.00	2.00	3.00	3.00	4.00	2.00
61 Recreation Programs	Program Management	787,975	3.00	3.00	2.00	3.00	3.00	4.00	2.00
62 Finance	Utility Billing (partial cost)	7,572	3.00	4.00	4.00	-	4.00	3.00	4.00
63 City Council	Business Meetings	79,810	2.80	3.00	2.00	3.00	3.00	3.00	1.00
64 Rec Administration	City-wide Support	28,365	2.80	3.00	2.00	3.00	2.00	4.00	2.00
65 Legal	Civil Attorney	154,500	2.80	3.00	2.00	4.00	2.00	3.00	2.00
66 City Council	Community Support / Grants	62,490	2.80	4.00	3.00	1.00	3.00	3.00	3.00
67 Skating Center	Department-wide Support	42,986	2.80	3.00	2.00	2.00	3.00	4.00	2.00
68 Recreation Maint.	Department-wide Support	116,543	2.80	3.00	2.00	3.00	3.00	3.00	1.00
69 Advisory Comm.	Ethics Commission	2,500	2.80	3.00	3.00	3.00	2.00	3.00	1.00
70 Rec Administration	Organizational Management	31,515	2.80	3.00	2.00	3.00	2.00	4.00	2.00
71 City Council	Recording Secretary	12,000	2.80	2.00	2.00	5.00	2.00	3.00	3.00
72 Recreation Maint.	City-wide Support	52,403	2.60	3.00	2.00	3.00	2.00	3.00	1.00
73 Finance	Debt Management	7,799	2.60	3.00	4.00	3.00	-	3.00	4.00
74 Finance	Economic Development	7,799	2.60	4.00	1.00	2.00	3.00	3.00	3.00
75 Miscellaneous	Equipment Replacement	50,000	2.60	4.00	2.00	-	4.00	3.00	4.00
76 Bldg Maintenance	Organizational Management	28,688	2.60	3.00	2.00	3.00	2.00	3.00	1.00
77 Rec Administration	Personnel Management	90,357	2.60	3.00	1.00	3.00	2.00	4.00	3.00
78 Finance	Receptionist Desk	36,482	2.60	2.00	3.00	3.00	2.00	3.00	1.00
79 Legal	Special Services	-	2.60	3.00	2.00	3.00	2.00	3.00	1.00
80 Bldg Maintenance	General Maintenance	358,955	2.40	1.00	4.00	3.00	2.00	2.00	3.00
81 Central Services	Central Services	73,500	2.20	3.00	2.00	1.00	2.00	3.00	2.00
82 Finance	Contractual Services (RVA, Cable)	9,519	2.20	3.00	2.00	1.00	2.00	3.00	2.00
83 Finance	Organizational Management	29,823	2.20	3.00	2.00	1.00	2.00	3.00	2.00
84 City Council	Intergovernmental Affairs / Memberships	29,490	2.00	3.00	1.00	1.00	2.00	3.00	2.00
85 Bldg Maintenance	Custodial Services	88,360	1.60	1.00	1.00	3.00	1.00	2.00	2.00
		\$ 18,931,869							

2011 Budget Ranking Methodology

5 - Items in this category, if not funded, are those that could potentially compromise the physical well-being of individuals or property. Examples are the inability of police or fire to respond to calls.

4 - Items in this category, if not funded, are those that could result in substantial increases in the financial burden on the community in subsequent years. Examples of this would be a failure to repair a street or replace a capital asset.

3 - Items in this category, if not funded, are those that could impede the city's ability to provide the type of services that contribute to the quality of life. Examples of this would be funding for the cultural or social events.

2 - Items in this category, if not funded, are those that wouldn't likely affect individuals in the community, but would impede the ability of the city to fulfill its mission. An example of this would be reduced office maintenance.

1 - Items in this category, if not funded, are those that would have little or no impact either on the community, or the city's ability to fulfill its mission. An example of this would be deferred mowing.

City Council

City Council: Business Meetings - City Council salaries and cost of City audit.

City Council: Community Support/Grants - Annual Grants to NWFYS and Roseville Senior Program.

City Council: Intergovernmental Affairs / Memberships - Annual memberships: League of Minnesota Cities; Ramsey County League of Local Governments, Suburban Rate Authority; and National League of Cities

City Council: Recording Secretary – Contract for recording and preparation of city council meeting minutes.

Advisory Commissions

Human Rights Commission – Expenses related to hosting a forum, member training, essay contest member conference attendance and other misc expenses

Ethics Commission - Expenses related to annual Ethics Training and other misc expenses.

Administration & Legal

Administration: Customer Service - Time spent responding to phone, email and in person inquiries.

Administration: Council Support - Time spent preparing City Council packets; preparing official documents; Codification of Ordinances; and Administrative support of Ethics and Human Rights Commissions.

Administration: Records Management/Data Practices - Administration of city-wide electronic Records Management system to collect, archive, and retrieve records. Administration of city-wide Data Practices procedures to assure privacy of certain data and appropriate dissemination of public information.

Administration: General Communications - Provide public information via *Roseville City News*; website; news releases, and other materials. Educate the public via tapes/dvds and special events.

Administration: Human Resources - Administration of human capital; benefits and wellness; compensation; employee/labor bargaining and relations; employee training and development; communications; and, legal compliance and record keeping.

Administration: Organizational Management - Time spent planning, leading, and organizing the City and department; participating in general training or meetings, conducting performance evaluations, etc.

134 **Elections**

135

136 Elections - Administration and clerical support for the education, recruitment and training of judges and
137 staff; absentee and Election Day voter support; and precinct preparation. Election Day supplies and annual
138 maintenance fees.

139

140 **Legal**

141

142 Civil Attorney – Annual retainer plus out-of-pocket expenses.

143

144 Prosecuting Attorney – Annual retainer plus out-of-pocket expenses.

145

146 Special Services - Contingency amount budgeted for legal suits and/or other actions.

147

148 **Finance, Central Services, Insurance**

149

150 Banking & Investment Management - Manage the City's investment portfolio and banking relationships
151 including buying and selling investments, transferring cash among city accounts.

152

153 Budgeting / Financial Planning – Coordinate the City's Budget and capital planning function including; the
154 preparation of the annual budget and CIP, and regular preparation of materials for the City Council, City
155 Manager, and Department Heads.

156

157 Business Licenses - Process all tasks related to the issuance of business licenses including; application
158 review and submittals to the City Council.

159

160 Cash Receipts - Process all tasks related to the cash receipts function including; entering cash receipts,
161 balancing the cash drawer, etc.

162

163 Contract Administration - Assist in the coordination of IT JPA's, wireless lease agreements and License
164 Center lease.

165

166 Contractual Services (RVA, Cable) - Provide contractual accounting-related services to the Roseville
167 Visitor's Association, and Cable Commission.

168

169 Debt Management - Coordinate the City's debt management function including the issuance of all debt
170 including conduit financing offerings.

171

172 Economic Development - Assist in the City's Economic Development function.

173

174 Accounts Payable - Process all tasks related to the accounts payable function including; processing
175 invoices, issuing 1099's and sales tax filings.

176

177 Gen. Ledger, Fixed Assets, Financial Reporting - Process all tasks related to the general accounting and
178 financial reporting functions including; journal entries, financial statement preparation, bank reconciliation,
179 etc.

180

181

Lawful Gambling - Process all tasks related to the issuance of lawful gambling licenses including; application review and submittals to the City Council.

Payroll - Process all tasks related to the payroll function including; entering timesheets, managing benefit withholdings, general processing, federal and state reporting, etc.

Reception Desk - Process all tasks related to the receptionist function including; answering phones, directing lobby traffic, issuing pet licenses, etc.

Risk Management - Coordinate the City's risk management function including; property/liability, serving as Chair of the Safety Committee, and serving as the City's Agent of Record.

Utility Billing - Process all tasks related to the utility billing function including; entering meter reads, processing invoices, and servicing accounts.

Workers Compensation Administration - Administer the City's workers compensation program including managing First Report of Injury forms, and claims administration.

Organizational Management – Time spent planning, leading, and organizing the department; participating in general training or meetings, conducting performance evaluations, etc.

Central Services – Includes all general City Hall copier supplies (paper, toner, etc.), letterhead and envelopes, and postage machine lease payments.

General Insurance - The General Fund's share of the City's workers compensation and property/casualty insurance costs.

Police

Admin: Response to Public Requests - The foremost function of the police department is to serve and protect the public. Background checks through the Minnesota Bureau of Criminal of Apprehension (BCA) for new hires, gun purchase permits, clearance letters, investigations, business licensing; performed by front office staff trained by the BCA. Copies of police reports are available to the public upon request. The police counter front window is covered Monday-Friday, 8:00 to 4:30 to serve the public. There is also a 24 x 7 x 365 entry available to the public.

Admin: Police Records / Reports - Approximately 25,000 police reports are written by Patrol annually. Record Technicians review and code all reports and then enter the reports into the records management system. Staff scans any media pertaining to the reports and files a hard copy of 25,000 reports. Copies of police reports are available to the public upon request. Police reports are also forwarded to the City/County Attorneys and the Court.

Admin: Community Liaison - National & Family Night Out, Citizens Academy, Neighborhood Block Watch, volunteer Citizens Park Patrol, Shop with a Cop, Senior Safety Camp, Bike Rodeos, Crime Free Multi-Housing, crime alerts, business/residential premise safety reviews, and statistical crime reporting.

229 Admin: Organizational Management - Personnel supervision, strategic planning, budget
230 planning/management, grant procurement/management, internal investigations, compliance with data
231 practices and state statutes, web site maintenance, policy and procedure development, union deliberation,
232 tactile planning (SWAT) and training.

233
234 Patrol: 24x7x365 First Responder - 24 hour day/seven days week patrol entire City; first responder on the
235 scene of all 911 calls.

236
237 Patrol: Public Safety Promo/Community Interaction - Volunteer Reserve Officer unit, volunteer Citizen's
238 Emergency Response Team (CERT), Explorer's, Officer Friendly, Bike Rodeos, Citizens Academy, Shop
239 with a Cop, and participation in many community events. Patrol by district to become familiar to residents.

240
241 Patrol: Dispatch - Dispatch through Ramsey County Sheriff's Office – 24 x 7 x 365 days/year; billed by
242 number of calls for service.

243
244 Patrol: Police Reports (by Officers) - Approximately 25,000 police reports are written by Patrol annually.
245 All reports are reviewed by a sergeant and then the records technicians for thoroughness and accuracy. A
246 good percentage of incidents require all officers involved write a report on the incident—the first officer on
247 the scene generates the original report and other officers called to the scene generate a supplemental report
248 under the same case number.

249
250 Patrol: Animal Control - The Patrol Division holds the primary responsibility for animal control in the City
251 unless a part-time Community Service Officer is available.

252
253 Patrol: Organizational Management - Personnel supervision, training, compliance with ordinances and
254 statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency;
255 define/establish/attain overall goals and objectives. Sworn officers are mandated by the state to attend
256 several trainings on a regularly scheduled basis—many civil judgments across county (deliberate
257 indifference), constitutional violations.

258
259 Investigations: Crime Scene Processing - On scene collection of evidence; secured filing of evidence in
260 police department; submission of evidence to BCA and courts. May include the writing of search warrants,
261 getting judicial approval of warrant and then execution of said warrant (may include SWAT).

262
263 Investigations: Public Safety Promo/Community Interaction - Officer Friendly, Bike Rodeos, Citizens
264 Academy, Shop With A Cop, "lemonade stand," focused Rosedale surveillance, and participation in many
265 community events. Assist with crime alerts to notify community of criminal activity. Investigation of all
266 major cases that continues until the case is closed. Under contract, the school district pays 2/3 salary of a
267 detective to act as school liaison officer at RAHS during the school year.

268
269 Investigations: Response to Public Requests - To function efficiently the police department needs to see
270 active and continual collaboration with the public, the State, County, other city departments, other law
271 enforcement agencies, the courts, local businesses, the schools, vendors, and unions. Investigation of all
272 major cases (incidents) by the department's detectives that occur in the City of Roseville; investigation
273 continues until case is cleared.

274
275 Investigations: Criminal Prosecutions - Present and forward cases to City/County Attorney, Probation,

276 Child Protection, and other law enforcement/public safety agencies.
277 Investigations: Organizational Management - Personnel supervision, training, compliance with ordinances
278 and statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency;
279 define/establish/attain overall goals and objectives. Reviewing cases to determine which cases require
280 follow-up or review by detectives based on solvability and case load. Coordination and supervision of
281 major investigations and crime scenes.

282
283 Community Services: Community Services – Salary of two part-time temporary CSO’s and annual
284 community service officer budget that includes the cost of the City’s contract with Brighton Vet Clinic—
285 takes in strays and attempts to find owner, also disposes of dead animals.

286
287 Emergency Management: Emergency Management - City-wide emergency siren maintenance, cost of
288 training for designated emergency manager, and cost to support the Department’s volunteer reserve officer
289 program.

290
291 Lake Patrol – Lake Patrol - Ramsey County Sheriff’s Office to patrol Lake Owasso (water issues only).

292 293 **Fire**

294
295 Admin: Fire Administration and Planning - Administrative staff time related to department operations,
296 planning, payroll processing, budgets, meeting, state, local, and federal requirements.

297
298 Admin: Emergency Management - Fire Department staff time for planning and operations related to City
299 wide emergency management.

300
301 Admin: Organizational Management - Fire Department staff time related to daily department operations.

302
303 Prevention: Fire Administration and Planning - Full-time administrative and prevention personnel time for
304 daily operations, personnel management, and planning.

305
306 Prevention: Fire Prevention - Prevention staff to perform prevention, plan review, inspections, fire
307 investigations.

308
309 Fire Fighting/EMS: Fire Administration and Planning - Full-time administrative and operational personnel
310 time for daily operations, personnel management, and planning.

311
312 Fire Fighting/EMS: Fire Suppression/Operations - On-duty staffing available to provide fire related
313 response- General supplies, and equipment- Firefighter uniforms- Vehicle replacement.

314
315 Fire Fighting/EMS: Emergency Medical - On-duty staffing available to provide EMS response- General
316 supplies, and equipment- Firefighter uniforms- Vehicle replacement.

317
318 Fire Fighter Training: Training - Firefighting, EMS, HAZ MAT, OSHA, leadership, rescue, vehicle
319 operations, vehicle driving, equipment operations, report writing, new hire training, all areas of department
320 training.

321
322

Public Works

Admin: Project Delivery – Planning, designing, organizing & managing engineering resources to ensure successful completion 2.5-4.0 million of projects. Construction staking, administration, and inspection of construction process.

Admin: Street Lighting – Maintain 1300+ street lights & traffic signals, electrical costs for lighting. Manage contract maintenance.

Admin: Permitting – Issue ROW & erosion permits, review plans, inspection, coordinate with applicants. Take corrective action, as needed. Planning & building permit review.

Admin: General Engineering/Customer Service – Assist customers (phone, walk-up, online) with inquiries regarding public utilities, property lines, past & future projects, city services. Design, maintain, and update the City's organized collection of maps using computer hardware, software, geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information

Admin: Storm Water Management – Customer service, engineering, review, and management/coordination of stormwater issues and outside agencies involved in Storm Water Management.

Admin: Organizational Management – Supervise PW Staff, develop and manage the budget. General oversight & planning of the department. Prepare for, participate in, and follow up to Council & Commission meetings.

Streets: Pavement Maintenance – Preventative maintenance & repair of all City pavement to achieve an average condition rating of 75-80. Crackseal and sealcoat on a regular schedule to ensure safe & adequate transportation, and to extend life of the pavement in the most cost effective manner.

Streets: Winter Road Maintenance – Keeping roads and streets accessible through the winter is a priority for the City. Full plow after 2 or more inches, ice control as needed to keep roads safe.

Streets: Traffic Management & Control – Design, fabrication, installation and maintenance of City traffic control signs for City streets and parking lots. Street & parking lot striping, including crosswalks, arrows, lane markings, school & parking lots to ensure compliance.

Streets: Streetscape and ROW Maintenance – Regular tree-trimming program to ensure visibility and clearance for safety. Mowing, watering, weeding, picking trash, tree maintenance in all streetscape areas. Mowing & weeding ROW areas.

Streets: Pathways & Parking Lots – Maintain pathways & parking lots to ensure safety to all users and achieve an average pavement condition of 75-80. Sustain an aesthetically pleasing appearance through repairs & various types of sealants. Repair quickly to avoid higher costs or injury.

Streets: Organizational Management – Supervise/oversee street staff, street purchases, manage budget, departmental planning of street division to maintain services.

Street Lighting: Street Lighting – Maintain /replace as needed.

Bldg Maintenance: Custodial services – Provide cleaning of City buildings & contract maintenance to medium level, order supplies, resolve issues to ensure buildings are kept clean and acceptable.

Bldg Maintenance: General Maintenance – Oversee two-person contract custodial staff, HVAC management & monitoring, maintenance, manage summer seasonals.

Bldg Maintenance: Organizational Management – Supervision, budgetary control, planning, leading, and organizing.

Central Garage: Vehicle Repair - Maintenance & repair of City fleet to maintain safe, working condition, minimize downtime, and regular scheduled maintenance and repairs.

Central Garage: Organizational Management - Budgetary control, supervision, and organizing workplan for fleet maintenance division

Parks & Recreation

Admin: Personnel Management – Personnel Management includes direct staffing costs to process and track bi-weekly payroll for 25 FTE employees and over 300 part-time seasonal staff. Personnel Management is responsible for the training and development of 25 FTE employees. Personnel Management includes promoting employment opportunities, recruiting qualified candidates, processing needed personnel paperwork, training to insure high level of delivery and responsibility, supervising to assure quality experiences and services and policy and procedure adherence and evaluating to manage professional and community expectations.

Admin: Financial Management – preparing, executing and monitoring all aspects of the department budgets including revenues and expenses whereby more than 50% is generated through non-tax dollar revenue. Include: planning and coordinating outside funding, administer financial matters on a continual bases. Financial Management involves intensive monitoring of 68 program budgets, 11 facility budgets and 8 event budgets. Financial Management includes the costs to supervise both expense and revenue budgets, to develop annual budgets and to report budget outcomes. Financial Management also includes staffing costs to process, track and report daily cash receipts and credit transactions.

Admin: Planning & Development – Includes: reporting for information and decision making, research, policy development and execution, short term and long term planning, best practice/accreditation maintenance, and special and routine projects and committees. Develop goals and activities, conduct program research and development, legal and legislative work, analyze and plan for program and facility needs, prepare for capital improvements, etc. Planning and Development expenses are connected to department wide and community based policy relations, research and reporting and project management. Often times these projects are at the request of Council, Commission or Administration or involve improved department operations.

Admin: Community Services – includes department customer service, make presentations to local groups, participate with and support more than 20 affiliated groups, resident communications of offerings, special event support and guidance, incorporating technology into operations including website updates and timely e-mail responses. Community Services covers a range of community wide benefits from staff involvement with community organizations and agencies to providing excellent customer service, to offering a wide range of community events to producing communication materials that promote recreational opportunities and facilities and educate and inform the community to serving the community using current technology based tools for registration and communication.

Admin: Citywide Support – Includes projects, tasks, time spent not directly related to parks and recreation, i.e. department head meetings, city council meetings, community presentations, commission support, attending meetings and serving on city committees, coordinating with other city departments, etc. City-Wide Support includes personnel costs for staff involved in inter-department meetings and projects and community programs and events that involve multi city operations.

Skating Center: OVAL – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The OVAL portion reflects the cost of building maintenance, ice and equipment maintenance, personnel management and building and grounds maintenance. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the OVAL for the winter ice season and summer skate park.

Skating Center: Arena – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Indoor Arena portion reflects the cost of building maintenance, ice and equipment maintenance and personnel management. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the year round operation of the Arena.

Skating Center: Banquet Area – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Banquet Area portion reflects the cost of personnel management, program/event management and financial management. The amount reflected in the Banquet portion includes the cost of equipment and building maintenance for the estimated 50,000 users of the banquet facility at the Skating Center. Also included in this budget are the costs of personnel, equipment and supplies and overall facility management to host weddings, class reunions and hundreds of community group meetings and events.

Skating Center: Department wide Support – The amount in this portion of the Skating Center budget reflects the time spent by Skating Center staff working in other areas of the Parks and Recreation Department, i.e. parks and grounds, golf course, recreation, etc.

Programs: Program Management - Recreation Program Management involves all direct costs necessary to provide Roseville with 1850 recreation programs, events and opportunities annually. Program Management services all sectors of the community from the very young to older adults; provides opportunities in the arts, athletics, enrichment, wellness and leisure; and involves individuals, families and groups. Recreation Program Management includes all development, implementation and evaluation responsibilities including planning, communications and promotions, supervision and post program evaluations and reporting.

463 Programs: Personnel Management - Personnel Management is responsible for the training and development
464 of part-time seasonal staff. Over 300 part-time seasonal employees deliver front line recreation services as
465 activity leaders, customer service representatives and facility managers. Personnel Management includes
466 promoting employment opportunities, recruiting qualified candidates, processing needed personnel
467 paperwork, training to insure high level of delivery and responsibility and supervising to assure quality
468 experiences and recreation services.

469
470 Programs: Facility Management - Includes the costs to facilitate current community programming at the
471 following facilities: Brimhall and Central Park Community Gymnasiums, Gymnastic Center, Fairview
472 Community Center, Harriet Alexander Nature Center, ballfields, picnic shelters and the Muriel Sahlin
473 Arboretum. Facility Management provides oversight and direct management for eleven community
474 resources. Facility Management includes direct costs for: scheduling usage, part-time seasonal staffing to
475 supervise facility use, provides needed resources to maintain clean, safe and desirable community facilities.

476
477 Programs: Volunteer Management - The cost to recruit, train, supervise, communicate and recognize the
478 current level of volunteers. Volunteer Management is responsible for recruitment, training and development
479 of parks and recreation volunteer team. Over 3,000 volunteer experiences annually account for 30,000
480 hours of community service as sport coaches, park maintenance, facility support, event support, activity
481 leaders, advisors and advocates. Volunteer Management encompasses all aspects of the volunteer
482 experience from promotion and communication to recruitment and training to supervision and support to
483 recognition and appreciation.

484
485 Programs: Organizational Management - Includes a compilation of program liability insurance and credit
486 card/on-line fees, direct costs for providing credit card use, online services and insurance coverage for
487 recreation programs, facilities, events and services.

488
489 Maintenance: Grounds Maintenance - Grounds maintenance activities include all maintenance and
490 management of activities performed on all City parkland areas, i.e. mowing/trimming, landscape
491 repair/maintenance and construction, pathways maintenance, etc.. This does not include athletic field areas,
492 Muriel Sahlin Arboretum, Harriet Alexander Nature Center, Cedarholm GC and the Roseville Skating
493 Center.

494
495 Maintenance: Facility Maintenance - Facility and Equipment Maintenance includes all maintenance and
496 management of activities performed on all City park facilities, i.e. play equipment, athletic fields, hard
497 surface courts, Muriel Sahlin Arboretum, HANC, park shelters, park ice rinks, wading pool, etc. This does
498 not include the Roseville Skating Center and Cedarholm Golf Course.

499
500 Maintenance: Natural Resources Maintenance - Natural Resources activities include implementation and
501 management of the City Diseased and Hazard Tree program and all natural resource implementation and
502 management activities.

503
504 Maintenance: Department wide support Maintenance - Department-wide support is maintenance for
505 recreation and includes all direct activities and management of those activities to support 1850 Roseville
506 Parks and Recreation Programs and activities and numerous affiliated group efforts.

507
508

509 Maintenance: City wide Support - City-Wide Support includes all activities and management for city-wide
510 events the Parks and Recreation Department Planning and Maintenance Division supports such as National
511 Night Out, Election Support, Roseville Home and Garden Fair, etc. This also includes support for various
512 City committees such as The Development Review Committee, Safety Committee, etc.