City of
ROSEVILLE
Minnesota, USA

City Council Agenda

Monday, November 22, 2010
6:00 p.m.
City Council Chambers
(Times are Approximate)

6:00 p.m.	**1.**	**Roll Call**
		Voting & Seating Order for November: Pust, Johnson, Roe, Ihlan, Klausing
	Closed Executive Session	
6:05 p.m.		Discuss City Manager Performance Evaluation
6:35 p.m.		Land Acquisition Update for 1885-1915 County Road C W
6:50 p.m.	**2.**	**Approve Agenda**
6:55 p.m.	**3.**	**Public Comment**
7:05 p.m.	**4.**	**Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report**
		a. HRA Quarterly Report
	5.	**Recognitions, Donations, Communications**
7:15 p.m.	**6.**	**Approve Minutes**
		a. Approve Minutes of November 15, 2010 Meeting
7:20 p.m.	**7.**	**Approve Consent Agenda**
		a. Approve Payments
		b. Approve Business Licenses
		c. Approve a Recycling Services Contract
7:30 p.m.	**8.**	**Consider Items Removed from Consent**
	9.	**General Ordinances for Adoption**
7:40 p.m.		a. Consider Adopting an Ordinance Amending Title Five Section 506.03 User Fees regarding False Alarms
7:50 p.m.		b. Consider Adopting an Ordinance establishing the 2011 Fee Schedule
	10.	**Presentations**
	11.	**Public Hearings**

8:05 p.m. a. Public Hearing for 2011 Liquor License Renewals

8:15 p.m. b. Public Hearing to Certify Delinquent Utilities

12. Business Items (Action Items)

8:20 p.m. a. Consider Approving 2011 Liquor License Renewals

8:25 p.m. b. Consider a Resolution Certifying Unpaid Utility and Other Charges to the Property Tax Rolls

8:30 p.m. c. Consider Reclassifying one Code Enforcement Officer Position into a Code Enforcement Officer – Housing Position

8:40 p.m. d. Consider a Resolution Adopting the 2011 Utility Rate Adjustments Adopting 2011 Water and Sewer Rates

13. Business Items – Presentations/Discussions

8:50 p.m. a. Discuss Questions for a Resident Survey

9:00 p.m. b. Continue Budget Discussion

1. Review 2011 Capital Items
2. Continue Discussion on the 2011 Tax Levy and Recommended Budget

9:45 p.m. c. Discuss 2011 City Council Meeting Schedule

9:50 p.m. **14. City Manager Future Agenda Review**

9:55 p.m. **15. Councilmember Initiated Items for Future Meetings**

10:00 p.m. **16. Adjourn**

Some Upcoming Public Meetings………

Tuesday	Nov 23	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Dec 1	6:30 p.m.	Planning Commission
Monday	Dec 6	6:00 p.m.	City Council Meeting
Tuesday	Dec 7	6:30 p.m.	Parks & Recreation Commission
Monday	Dec 13	5:15 p.m. 6:00 p.m.	Public Reception for Outgoing Mayor & Council Member City Council Meeting
Tuesday	Dec 14	6:30 p.m.	Human Rights Commission
Tuesday	Dec 28	6:30 p.m.	Public Works, Environment & Transportation Commission

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

Date: 11/22/10
Item: 4.a

HRA Quarterly Report

No Attachment

Date: 11/22/10
Item: 6.a
11/15/10 Minutes

No Attachment

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/2010
Item No.: 7.a

Department Approval

City Manager Approval

Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	$34,420.51
60601-60839	$47,586.02
Total	$82,006.53

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: mary.jenson
Printed: 11/17/2010 - 9:10 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	11/16/2010	Community Development	Office Supplies	S & T Office Products-ACH		108.86
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		0.99
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		23.92
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		7.13
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		23.92
0	11/16/2010	General Fund	Operating Supplies	S & T Office Products-ACH		23.34
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-ACH		77.13
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		25.01
0	11/16/2010	Storm Drainage	Operating Supplies	Menards-ACH		35.97
0	11/16/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware-ACH		8.14
0	11/16/2010	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-ACH		22.21
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Sherwin Williams - ACH		104.88
0	11/16/2010	General Fund	Clothing	AAFES-ACH		98.82
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		7.63
0	11/16/2010	General Fund	Conferences	MN GIS-ACH		235.00
0	11/16/2010	General Fund	Operating Supplies	RadioShack-ACH		33.29
0	11/16/2010	General Fund	Operating Supplies	Diamond Vogel Paints-ACH		251.53
0	11/16/2010	Police Forfeiture Fund	Professional Services	CC Military Surplus- ACH		107.91
0	11/16/2010	Police Forfeiture Fund	Professional Services	Crown Awards-ACH		106.14
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Certified Laboratories-ACH		376.21
0	11/16/2010	Water Fund	Water Meters	Menards-ACH		17.64
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Suburban Ace Hardware-ACH		54.67
0	11/16/2010	Water Fund	Operating Supplies	North Hgts Hardware Hank-ACH		94.85
0	11/16/2010	Police Forfeiture Fund	Professional Services	Kwik Trip-ACH		109.36
0	11/16/2010	General Fund	Operating Supplies	Sherwin Williams - ACH		51.41
0	11/16/2010	License Center	Office Supplies	S & T Office Products-ACH		42.32
0	11/16/2010	Police Forfeiture Fund	Professional Services	MCC Main St Gas-ACH		81.07
0	11/16/2010	Boulevard Landscaping	Operating Supplies	Certified Laboratories-ACH		139.98
0	11/16/2010	General Fund	Operating Supplies	Certified Laboratories-ACH		150.86
0	11/16/2010	Sanitary Sewer	Operating Supplies	Menards-ACH		35.96
0	11/16/2010	Telecommunications	Furniture and Fixtures	Suburban Ace Hardware-ACH		14.99
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-ACH		12.16
0	11/16/2010	Recreation Fund	Operating Supplies	Target- ACH		10.89
0	11/16/2010	Police Forfeiture Fund	Professional Services	Kwik Trip-ACH		61.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Sherwin Williams - ACH		85.11
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		177.52
0	11/16/2010	Police Forfeiture Fund	Professional Services	Ground Round-ACH		250.00
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Menards-ACH		53.05
0	11/16/2010	General Fund	Operating Supplies City Garage	Suburban Ace Hardware-ACH		14.99
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-ACH		20.75
0	11/16/2010	Solid Waste Recycle	Operating Supplies	Walgreens-ACH		39.53
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		65.75
0	11/16/2010	General Fund	Training	Druma Workplace Safety-ACH		111.79
0	11/16/2010	General Fund	209001 - Use Tax Payable	Druma Workplace Safety-ACH		-7.19
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Damico & Sons-ACH		165.97
0	11/16/2010	General Fund	Operating Supplies	Menards-ACH		128.11
0	11/16/2010	General Fund	Operating Supplies	Suburban Ace Hardware-ACH		34.26
0	11/16/2010	P & R Contract Mantenance	Miscellaneous	North Hgts Hardware Hank-ACH		17.19
0	11/16/2010	P & R Contract Mantenance	Miscellaneous	Twin City Saw-ACH		39.78
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Cub Foods- ACH		6.03
0	11/16/2010	Recreation Fund	Operating Supplies	Target- ACH		16.77
0	11/16/2010	General Fund	Operating Supplies	Rainbow Foods-ACH		27.54
0	11/16/2010	General Fund	Office Supplies	S & T Office Products-ACH		48.23
0	11/16/2010	General Fund	Op Supplies - City Hall	Butler Vacuum-ACH		32.11
0	11/16/2010	General Fund	Operating Supplies	Menards-ACH		19.04
0	11/16/2010	General Fund	Operating Supplies	Suburban Ace Hardware-ACH		46.35
0	11/16/2010	General Fund	Miscellaneous	PTS Tool Supply-ACH		94.38
0	11/16/2010	Recreation Fund	Operating Supplies	Medco Supply-ACH		218.32
0	11/16/2010	Golf Course	Vehicle Supplies	Home Depot- ACH		9.67
0	11/16/2010	General Fund	Training	Best Buy- ACH		21.41
0	11/16/2010	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-ACH		13.90
0	11/16/2010	Water Fund	Operating Supplies	Suburban Ace Hardware-ACH		59.42
0	11/16/2010	Recreation Fund	Office Supplies	Staples-ACH		19.26
0	11/16/2010	General Fund	Operating Supplies	Staples-ACH		107.11
0	11/16/2010	P & R Contract Mantenance	Operating Supplies	Marathon Oil-ACH		39.69
0	11/16/2010	Police Forfeiture Fund	Professional Services	MCC Main St Gas-ACH		101.63
0	11/16/2010	Police Forfeiture Fund	Professional Services	Crossroads-ACH		149.65
0	11/16/2010	Police Forfeiture Fund	Professional Services	Re Petes Grill-ACH		377.20
0	11/16/2010	General Fund	Operating Supplies	Survey Monkey.com-ACH		19.95
0	11/16/2010	Water Fund	Operating Supplies	USPS-ACH		62.50
0	11/16/2010	Recreation Fund	Office Supplies	Office Depot- ACH		68.27
0	11/16/2010	Solid Waste Recycle	Operating Supplies	Walgreens-ACH		17.10
0	11/16/2010	Recreation Fund	Operating Supplies	Rainbow Foods-ACH		73.74
0	11/16/2010	Recreation Fund	Operating Supplies	Jimmy John's Sandwiches- ACH		88.45
0	11/16/2010	Recreation Fund	Operating Supplies	Staples-ACH		72.30
0	11/16/2010	General Fund	Operating Supplies	Inkhead-ACH		954.97
0	11/16/2010	General Fund	209001 - Use Tax Payable	Inkhead-ACH		-61.43
0	11/16/2010	General Fund	Operating Supplies	USPS-ACH		3.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	11/16/2010	Recreation Fund	Operating Supplies	Suburban Ace Hardware-ACH		35.34
0	11/16/2010	Recreation Fund	Office Supplies	Office Depot- ACH		71.69
0	11/16/2010	General Fund	Operating Supplies	UPS Store-ACH		42.69
0	11/16/2010	Recreation Fund	Operating Supplies	Designs for Dance-ACH		362.25
0	11/16/2010	General Fund	Office Supplies	Staples-ACH		33.19
0	11/16/2010	Recreation Fund	Miscellaneous Expense	Guthrie Theater-ACH		19.41
0	11/16/2010	Solid Waste Recycle	Operating Supplies	Roseville Bakery-ACH		5.47
0	11/16/2010	General Fund	Operating Supplies	Suburban Ace Hardware-ACH		33.72
0	11/16/2010	Recreation Fund	Operating Supplies	Office Depot- ACH		92.06
0	11/16/2010	Recreation Fund	Operating Supplies	Home Depot- ACH		67.42
0	11/16/2010	Recreation Fund	Operating Supplies	Davis Lock & Safe-ACH		8.03
0	11/16/2010	General Fund	Conferences	Arrowwood Resort-ACH		396.50
0	11/16/2010	Recreation Fund	Operating Supplies	Mikes Pro Shop - ACH		255.20
0	11/16/2010	General Fund	Operating Supplies	Promotions Now-ACH		161.17
0	11/16/2010	General Fund	209001 - Use Tax Payable	Promotions Now-ACH		-10.37
0	11/16/2010	General Fund Donations	Supplies - Target Corp Grant	Promotions Now-ACH		534.38
0	11/16/2010	General Fund Donations	Use Tax Payable	Promotions Now-ACH		-34.38
0	11/16/2010	General Fund	Miscellaneous	Certified Laboratories-ACH		42.40
0	11/16/2010	License Center	Office Supplies	Office Depot- ACH		21.41
0	11/16/2010	Recreation Fund	Operating Supplies	Rainbow Foods-ACH		13.97
0	11/16/2010	Info Tech/Contract Cities	North Oaks	Network Solutions-ACH		114.95
0	11/16/2010	Water Fund	Miscellaneous Expense	Inn On Lake Superior-ACH		321.98
0	11/16/2010	Information Technology	Operating Supplies	Newegg.Com-ACH		1,025.91
0	11/16/2010	Information Technology	Use Tax Payable	Newegg.Com-ACH		-65.99
0	11/16/2010	Information Technology	Operating Supplies	CDW-Government- ACH		277.21
0	11/16/2010	Information Technology	Operating Supplies	Newegg.Com-ACH		1,618.14
0	11/16/2010	Information Technology	Use Tax Payable	Newegg.Com-ACH		-104.09
					Check Total:	11,798.66
0	11/10/2010	General Fund	Operating Supplies	MES, Inc.		41.82
0	11/10/2010	General Fund	209001 - Use Tax Payable	MES, Inc.		-2.69
0	11/10/2010	General Fund	Clothing	MES, Inc.		1,030.11
0	11/10/2010	General Fund	Operating Supplies	MES, Inc.		121.48
0	11/10/2010	Telecommunications	Printing	Greenhaven Printing		6,027.75
0	11/10/2010	Telecommunications	Use Tax Payable	Greenhaven Printing		-387.75
0	11/10/2010	Recreation Fund	Operating Supplies	Deborah Cash		161.49
0	11/10/2010	Recreation Fund	Operating Supplies	Deborah Cash		34.50
0	11/10/2010	Recreation Fund	Operating Supplies	Deborah Cash		29.99
0	11/10/2010	General Fund	211402 - Flex Spending Health	[redacted]		281.01
0	11/10/2010	Community Development	Electrical Inspections	Tokle Inspections, Inc.		4,306.24
0	11/10/2010	General Fund	211402 - Flex Spending Health	[redacted]		530.42
0	11/10/2010	Housing & Redevelopment Agency	Training	Jeanne Kelsey		48.00
0	11/10/2010	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey		10.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
0	11/10/2010	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey		8.00
0	11/10/2010	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey		73.50
0	11/10/2010	License Center	Rental	Gaughan Properties		4,452.00
0	11/10/2010	General Fund	211403 - Flex Spend Day Care	[redacted]		221.54
0	11/10/2010	General Fund	Contract Maintenance	City of St. Paul		675.00
0	11/10/2010	General Fund	Operating Supplies	Advanced Graphix Inc		107.00
0	11/10/2010	General Fund	Contract Maintenance	Alex Air Apparatus, Inc.		20.87
0	11/10/2010	General Fund	Contract Maintenance	Alex Air Apparatus, Inc.		695.00
0	11/10/2010	General Fund	Printing	Resolution Graphics, Inc		523.69
0	11/10/2010	General Fund	Contract Maintenance	Mister Car Wash		5.60
0	11/10/2010	General Fund	Contract Maintenance Vehicles	Mister Car Wash		100.80
0	11/10/2010	General Fund	Contract Maintenance	Mister Car Wash		5.60
0	11/10/2010	General Fund	Contract Maintenance Vehicles	Mister Car Wash		72.80
0	11/10/2010	General Fund	Operating Supplies	ARAMARK Services		335.43
0	11/10/2010	General Fund	Operating Supplies	ARAMARK Services		64.00
0	11/10/2010	Recreation Fund	Utilities	Xcel Energy		311.89
0	11/10/2010	General Fund	Utilities	Xcel Energy		44.67
0	11/10/2010	General Fund	Utilities	Xcel Energy		26.36
0	11/10/2010	General Fund	Utilities	Xcel Energy		15.78
0	11/10/2010	General Fund	Utilities	Xcel Energy		15.88
0	11/10/2010	General Fund	Utilities	Xcel Energy		130.96
0	11/10/2010	General Fund	Operating Supplies	Grainger Inc		71.62
0	11/10/2010	Storm Drainage	Operating Supplies	Grainger Inc		46.63
0	11/10/2010	General Fund	Operating Supplies	Grainger Inc		46.63
0	11/10/2010	General Fund	Clothing	Streicher's		399.23
0	11/10/2010	General Fund	Clothing	Streicher's		1,919.00
					Check Total:	22,621.85
60601	11/10/2010	General Fund	Professional Services	Howard Anderson		142.50
					Check Total:	142.50
60602	11/10/2010	General Fund	Professional Services	Sheila Anderson		165.00
					Check Total:	165.00
60603	11/10/2010	General Fund	Professional Services	Warren Anderson		90.00
					Check Total:	90.00
60604	11/10/2010	General Fund	Professional Services	Sharell Babin		129.38
					Check Total:	129.38
60605	11/10/2010	General Fund	Professional Services	Beverly Bail		67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name		Void	Amount
					Check Total:		67.50
60606	11/10/2010	General Fund	Professional Services	Ed Bailen			127.50
					Check Total:		127.50
60607	11/10/2010	General Fund	Professional Services	Iris Baird			52.50
					Check Total:		52.50
60608	11/10/2010	General Fund	Professional Services	Shirley Barber			144.50
					Check Total:		144.50
60609	11/10/2010	General Fund	Professional Services	Joan Bean			129.38
					Check Total:		129.38
60610	11/10/2010	General Fund	Professional Services	Darlene Belka			63.75
					Check Total:		63.75
60611	11/10/2010	General Fund	Professional Services	Catherine Bell			82.50
					Check Total:		82.50
60612	11/10/2010	General Fund	Professional Services	Marlys Benshoof			52.50
					Check Total:		52.50
60613	11/10/2010	General Fund	Professional Services	Lois Berns			67.50
					Check Total:		67.50
60614	11/10/2010	General Fund	Professional Services	Kathryn Bitney			67.50
					Check Total:		67.50
60615	11/10/2010	General Fund	Professional Services	Joanne Bittner			127.50
					Check Total:		127.50
60616	11/10/2010	General Fund	Professional Services	Jan Boehlke			71.25
					Check Total:		71.25
60617	11/10/2010	General Fund	Professional Services	John Borden			114.38
					Check Total:		114.38
60618	11/10/2010	General Fund	Professional Services	Gloria Boyer			148.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		148.75
60619	11/10/2010	General Fund	Professional Services	Kenneth Boyer		82.50
				Check Total:		82.50
60620	11/10/2010	General Fund	Professional Services	Paul Braun		127.50
				Check Total:		127.50
60621	11/10/2010	General Fund	Professional Services	Sandy Brennom		216.75
				Check Total:		216.75
60622	11/10/2010	General Fund	Professional Services	Andrea Brodtmann		112.50
				Check Total:		112.50
60623	11/10/2010	General Fund	Professional Services	Ernest Brodtmann		123.75
				Check Total:		123.75
60624	11/10/2010	General Fund	Professional Services	Shirley Buerkle		223.13
				Check Total:		223.13
60625	11/10/2010	General Fund	Professional Services	Patrick Burns		67.50
				Check Total:		67.50
60626	11/10/2010	General Fund	Professional Services	Joan Carchedi		71.25
				Check Total:		71.25
60627	11/10/2010	General Fund	Professional Services	Laurel Cederberg		82.50
				Check Total:		82.50
60628	11/10/2010	General Fund	Professional Services	Rose Chamblee		82.50
				Check Total:		82.50
60629	11/10/2010	General Fund	Professional Services	Robin Chattopadhyay		131.25
				Check Total:		131.25
60630	11/10/2010	General Fund	Professional Services	Chuck Cochrane		82.50
				Check Total:		82.50
60631	11/10/2010	General Fund	Professional Services	Jan Cooper		67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		67.50
60632	11/10/2010	General Fund	Professional Services	Catherine Croghan		50.63
				Check Total:		50.63
60633	11/10/2010	General Fund	Professional Services	Carolyn Cushing		140.25
				Check Total:		140.25
60634	11/10/2010	General Fund	Professional Services	Janet Dahle		45.00
				Check Total:		45.00
60635	11/10/2010	General Fund	Professional Services	Janice Daire		52.50
				Check Total:		52.50
60636	11/10/2010	General Fund	Professional Services	Maureen Dalnes		67.50
				Check Total:		67.50
60637	11/10/2010	General Fund	Professional Services	Delores Degraw		161.50
				Check Total:		161.50
60638	11/10/2010	General Fund	Professional Services	Herbert Dickhudt		116.25
				Check Total:		116.25
60639	11/10/2010	General Fund	Professional Services	Laverne Dickhudt		100.75
				Check Total:		100.75
60640	11/10/2010	General Fund	Professional Services	Leah Doherty		82.50
				Check Total:		82.50
60641	11/10/2010	General Fund	Professional Services	Mary J. Drache		112.50
				Check Total:		112.50
60642	11/10/2010	General Fund	Professional Services	Jean Drake		54.38
				Check Total:		54.38
60643	11/10/2010	General Fund	Professional Services	Marilyn Dunshee		114.38
				Check Total:		114.38
60644	11/10/2010	General Fund	Professional Services	George Edwards		212.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
					Check Total:	212.50
60645	11/10/2010	General Fund	Professional Services	Vernon R Eidman		67.50
					Check Total:	67.50
60646	11/10/2010	General Fund	Professional Services	Wanda Emanuel-Woods		52.50
					Check Total:	52.50
60647	11/10/2010	General Fund	Professional Services	Brent Engebretson		112.50
					Check Total:	112.50
60648	11/10/2010	General Fund	Professional Services	Margaret Enloe		114.38
					Check Total:	114.38
60649	11/10/2010	General Fund	Professional Services	Sally Ennis		97.50
					Check Total:	97.50
60650	11/10/2010	General Fund	Professional Services	Carole Erickson		199.75
					Check Total:	199.75
60651	11/10/2010	General Fund	Professional Services	Clarise Erickson		150.00
					Check Total:	150.00
60652	11/10/2010	General Fund	Professional Services	Laverne Esch		71.25
					Check Total:	71.25
60653	11/10/2010	General Fund	Professional Services	Norma Ethen		138.75
					Check Total:	138.75
60654	11/10/2010	General Fund	Professional Services	Lorraine Fait		116.25
					Check Total:	116.25
60655	11/10/2010	General Fund	Professional Services	Charlotte Ferlic		67.50
					Check Total:	67.50
60656	11/10/2010	General Fund	Professional Services	Bryant Ficek		52.50
					Check Total:	52.50
60657	11/10/2010	General Fund	Professional Services	Phyllis Frechette		65.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
					Check Total:	65.63
60658	11/10/2010	General Fund	Professional Services	Kay Frederickson		52.50
					Check Total:	52.50
60659	11/10/2010	General Fund	Professional Services	Mary Lou Gavin		112.50
					Check Total:	112.50
60660	11/10/2010	General Fund	Professional Services	Sharon Gerber		127.50
					Check Total:	127.50
60661	11/10/2010	General Fund	Professional Services	Susan Gilbertson		67.50
					Check Total:	67.50
60662	11/10/2010	General Fund	Professional Services	Gary Grefenberg		67.50
					Check Total:	67.50
60663	11/10/2010	General Fund	Professional Services	Wayne Griesel		112.50
					Check Total:	112.50
60664	11/10/2010	General Fund	Professional Services	Linda Groth		60.00
					Check Total:	60.00
60665	11/10/2010	General Fund	Professional Services	Larua Grundtner		67.50
					Check Total:	67.50
60666	11/10/2010	General Fund	Professional Services	Lyn Grunewald		116.25
					Check Total:	116.25
60667	11/10/2010	General Fund	Professional Services	Ardeth Gutzmann		67.50
					Check Total:	67.50
60668	11/10/2010	General Fund	Professional Services	Gordon Gutzmann		67.50
					Check Total:	67.50
60669	11/10/2010	General Fund	Professional Services	Carole Hamre		52.50
					Check Total:	52.50
60670	11/10/2010	General Fund	Professional Services	Betty Hanson		52.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		52.50
60671	11/10/2010	General Fund	Professional Services	Sandra Hanson		127.75
				Check Total:		127.75
60672	11/10/2010	General Fund	Professional Services	Liz Harper		67.50
				Check Total:		67.50
60673	11/10/2010	General Fund	Professional Services	Lenore Hartmann		52.50
				Check Total:		52.50
60674	11/10/2010	General Fund	Professional Services	Linda Hebert		82.50
				Check Total:		82.50
60675	11/10/2010	General Fund	Professional Services	Quintin Heckert		67.50
				Check Total:		67.50
60676	11/10/2010	General Fund	Professional Services	Elaine Heisterkamp		52.50
				Check Total:		52.50
60677	11/10/2010	General Fund	Professional Services	Mitchell Helle-Morrissey		131.75
				Check Total:		131.75
60678	11/10/2010	General Fund	Professional Services	James Hennessy		52.50
				Check Total:		52.50
60679	11/10/2010	General Fund	Professional Services	James Heuer		69.38
				Check Total:		69.38
60680	11/10/2010	General Fund	Professional Services	Merry Anne Hodge		156.63
				Check Total:		156.63
60681	11/10/2010	General Fund	Professional Services	Donna Huberty		114.38
				Check Total:		114.38
60682	11/10/2010	General Fund	Professional Services	Carol Ingersoll		133.13
				Check Total:		133.13
60683	11/10/2010	General Fund	Professional Services	Stephen Jackson		67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		67.50
60684	11/10/2010	General Fund	Professional Services	Florence Jaeger		67.50
				Check Total:		67.50
60685	11/10/2010	General Fund	Professional Services	Charles Johnson		63.75
				Check Total:		63.75
60686	11/10/2010	General Fund	Professional Services	George Johnson		54.38
				Check Total:		54.38
60687	11/10/2010	General Fund	Professional Services	Gloria Johnson		52.50
				Check Total:		52.50
60688	11/10/2010	General Fund	Professional Services	Rosemary Johnson		52.50
				Check Total:		52.50
60689	11/10/2010	General Fund	Professional Services	Mary Johnston		52.50
				Check Total:		52.50
60690	11/10/2010	General Fund	Professional Services	Mary Ann Jurney		82.50
				Check Total:		82.50
60691	11/10/2010	General Fund	Professional Services	Kenneth Kaden		148.75
				Check Total:		148.75
60692	11/10/2010	General Fund	Professional Services	Karen Keeney		82.50
				Check Total:		82.50
60693	11/10/2010	General Fund	Professional Services	Alexander Kennedy		114.38
				Check Total:		114.38
60694	11/10/2010	General Fund	Professional Services	Bruce Kennedy		112.50
				Check Total:		112.50
60695	11/10/2010	General Fund	Professional Services	Shirley Kennedy		176.38
				Check Total:		176.38
60696	11/10/2010	General Fund	Professional Services	Thomas Kennedy		52.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		52.50
60697	11/10/2010	General Fund	Professional Services	Gail Kenney		127.50
				Check Total:		127.50
60698	11/10/2010	General Fund	Professional Services	Mary Kepke		71.25
				Check Total:		71.25
60699	11/10/2010	General Fund	Professional Services	Juliana Kimball		112.50
				Check Total:		112.50
60700	11/10/2010	General Fund	Professional Services	Jerry Ann King		174.25
				Check Total:		174.25
60701	11/10/2010	General Fund	Professional Services	Pat Kloss		67.50
				Check Total:		67.50
60702	11/10/2010	General Fund	Professional Services	Carol Kough		112.50
				Check Total:		112.50
60703	11/10/2010	General Fund	Professional Services	Bill Krause		63.75
				Check Total:		63.75
60704	11/10/2010	General Fund	Professional Services	Wanda Krause		108.75
				Check Total:		108.75
60705	11/10/2010	General Fund	Professional Services	Ed Langan		116.25
				Check Total:		116.25
60706	11/10/2010	General Fund	Professional Services	Lisa Lemay		86.25
				Check Total:		86.25
60707	11/10/2010	General Fund	Professional Services	Vicky Lorenz		78.75
				Check Total:		78.75
60708	11/10/2010	General Fund	Professional Services	Jill Lund		78.75
				Check Total:		78.75
60709	11/10/2010	General Fund	Professional Services	Patricia Lund		67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		67.50
60710	11/10/2010	General Fund	Professional Services	Marilyn Maguire		52.50
				Check Total:		52.50
60711	11/10/2010	General Fund	Professional Services	Lynn Maier-Belair		127.50
				Check Total:		127.50
60712	11/10/2010	General Fund	Professional Services	Lee Mallin		52.50
				Check Total:		52.50
60713	11/10/2010	General Fund	Professional Services	Dorothy Manke		82.50
				Check Total:		82.50
60714	11/10/2010	General Fund	Professional Services	Joyce Markham		67.50
				Check Total:		67.50
60715	11/10/2010	General Fund	Professional Services	Charles McJilton		52.50
				Check Total:		52.50
60716	11/10/2010	General Fund	Professional Services	Betty McNulty		48.75
				Check Total:		48.75
60717	11/10/2010	General Fund	Professional Services	Susan Melville		67.50
				Check Total:		67.50
60718	11/10/2010	General Fund	Professional Services	Barb Meyer		108.75
				Check Total:		108.75
60719	11/10/2010	General Fund	Professional Services	Edgar Meyer		52.50
				Check Total:		52.50
60720	11/10/2010	General Fund	Professional Services	Kami Miller		127.50
				Check Total:		127.50
60721	11/10/2010	General Fund	Professional Services	Maureen Misgen		52.50
				Check Total:		52.50
60722	11/10/2010	General Fund	Professional Services	Elizabeth Montour		129.38

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		129.38
60723	11/10/2010	General Fund	Professional Services	Elizabeth Murray		112.50
				Check Total:		112.50
60724	11/10/2010	General Fund	Professional Services	Robert Nelson		52.50
				Check Total:		52.50
60725	11/10/2010	General Fund	Professional Services	Nancy Neumann		60.00
				Check Total:		60.00
60726	11/10/2010	General Fund	Professional Services	Barb Obeda		30.00
				Check Total:		30.00
60727	11/10/2010	General Fund	Professional Services	Ed Obeda		112.50
				Check Total:		112.50
60728	11/10/2010	General Fund	Professional Services	Joanne Odegard		67.50
				Check Total:		67.50
60729	11/10/2010	General Fund	Professional Services	Linda Olson		228.75
				Check Total:		228.75
60730	11/10/2010	General Fund	Professional Services	Kathy Ortloff		178.50
				Check Total:		178.50
60731	11/10/2010	General Fund	Professional Services	Janette Ostendorf		82.50
				Check Total:		82.50
60732	11/10/2010	General Fund	Professional Services	Richard Oswald		67.50
				Check Total:		67.50
60733	11/10/2010	General Fund	Professional Services	Sharon Oswald		78.75
				Check Total:		78.75
60734	11/10/2010	General Fund	Professional Services	Eleanor Palmer		52.50
				Check Total:		52.50
60735	11/10/2010	General Fund	Professional Services	Mary Ann Palmer		52.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
					Check Total:	52.50
60736	11/10/2010	General Fund	Professional Services	Karyl Petersen		129.38
					Check Total:	129.38
60737	11/10/2010	General Fund	Professional Services	E. Anita Peterson		221.00
					Check Total:	221.00
60738	11/10/2010	General Fund	Professional Services	Jane Peterson		238.00
					Check Total:	238.00
60739	11/10/2010	General Fund	Professional Services	Joanne Peterson		67.50
					Check Total:	67.50
60740	11/10/2010	General Fund	Professional Services	Norman Peterson		67.50
					Check Total:	67.50
60741	11/10/2010	General Fund	Professional Services	Mary Poeschl		67.50
					Check Total:	67.50
60742	11/10/2010	General Fund	Professional Services	Helen Pritchett		86.25
					Check Total:	86.25
60743	11/10/2010	General Fund	Professional Services	Charlie Quick		116.25
					Check Total:	116.25
60744	11/10/2010	General Fund	Professional Services	Karen Rajcic		71.25
					Check Total:	71.25
60745	11/10/2010	General Fund	Professional Services	Deborah Rankin-Moore		82.50
					Check Total:	82.50
60746	11/10/2010	General Fund	Professional Services	Kimberlee Redington		136.00
					Check Total:	136.00
60747	11/10/2010	General Fund	Professional Services	Colleen Reinert		127.50
					Check Total:	127.50
60748	11/10/2010	General Fund	Professional Services	Mary Rhode		67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name		Void	Amount
					Check Total:		67.50
60749	11/10/2010	General Fund	Professional Services	Peter Rhode			52.50
					Check Total:		52.50
60750	11/10/2010	General Fund	Professional Services	Ken Rhodes			67.50
					Check Total:		67.50
60751	11/10/2010	General Fund	Professional Services	Nestor Riano			52.50
					Check Total:		52.50
60752	11/10/2010	General Fund	Professional Services	Betty Richards			127.50
					Check Total:		127.50
60753	11/10/2010	General Fund	Professional Services	Joanne Robbins			82.50
					Check Total:		82.50
60754	11/10/2010	General Fund	Professional Services	Mary Robbins			48.75
					Check Total:		48.75
60755	11/10/2010	General Fund	Professional Services	Marvin Root			116.25
					Check Total:		116.25
60756	11/10/2010	General Fund	Professional Services	Mike Rose			52.50
					Check Total:		52.50
60757	11/10/2010	General Fund	Professional Services	Patricia Rose			52.50
					Check Total:		52.50
60758	11/10/2010	General Fund	Professional Services	Linda Ruesch			116.25
					Check Total:		116.25
60759	11/10/2010	General Fund	Professional Services	Paula Rusterholz			133.13
					Check Total:		133.13
60760	11/10/2010	General Fund	Professional Services	Duane Sanocki			112.50
					Check Total:		112.50
60761	11/10/2010	General Fund	Professional Services	Derek Schramm			170.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		170.00
60762	11/10/2010	General Fund	Professional Services	Marlys Schwab		114.38
				Check Total:		114.38
60763	11/10/2010	General Fund	Professional Services	Cheryl Sharp		67.50
				Check Total:		67.50
60764	11/10/2010	General Fund	Professional Services	Victor Shepperd		114.38
				Check Total:		114.38
60765	11/10/2010	General Fund	Professional Services	Geraldine Skogen		67.50
				Check Total:		67.50
60766	11/10/2010	General Fund	Professional Services	Dorothy Sonnack		67.50
				Check Total:		67.50
60767	11/10/2010	General Fund	Professional Services	Charles Stene		52.50
				Check Total:		52.50
60768	11/10/2010	General Fund	Professional Services	June Stewart		127.50
				Check Total:		127.50
60769	11/10/2010	General Fund	Professional Services	Art Stoeberl		90.00
				Check Total:		90.00
60770	11/10/2010	General Fund	Professional Services	Duane Stolpe		82.50
				Check Total:		82.50
60771	11/10/2010	General Fund	Professional Services	Sheila Stolpe		82.50
				Check Total:		82.50
60772	11/10/2010	General Fund	Professional Services	Ervin Stoss		52.50
				Check Total:		52.50
60773	11/10/2010	General Fund	Professional Services	Ann Thelen		52.50
				Check Total:		52.50
60774	11/10/2010	General Fund	Professional Services	Theodore Thompson		82.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		82.50
60775	11/10/2010	General Fund	Professional Services	Gerry Tierney		112.50
				Check Total:		112.50
60776	11/10/2010	General Fund	Professional Services	Sharon Trout		69.38
				Check Total:		69.38
60777	11/10/2010	General Fund	Professional Services	Gloria Tymesen		112.50
				Check Total:		112.50
60778	11/10/2010	General Fund	Professional Services	Jean Urie		97.50
				Check Total:		97.50
60779	11/10/2010	General Fund	Professional Services	Anne Venne		127.50
				Check Total:		127.50
60780	11/10/2010	General Fund	Professional Services	Peggy Verkuilen		293.25
				Check Total:		293.25
60781	11/10/2010	General Fund	Professional Services	Kathryn Vilendrer		67.50
				Check Total:		67.50
60782	11/10/2010	General Fund	Professional Services	David Voss		67.50
				Check Total:		67.50
60783	11/10/2010	General Fund	Professional Services	Kim Voss		67.50
				Check Total:		67.50
60784	11/10/2010	General Fund	Professional Services	Elise Walster		67.50
				Check Total:		67.50
60785	11/10/2010	General Fund	Professional Services	Mychael Walter		127.50
				Check Total:		127.50
60786	11/10/2010	General Fund	Professional Services	Francia Weber		116.25
				Check Total:		116.25
60787	11/10/2010	General Fund	Professional Services	Pat Weber		82.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		82.50
60788	11/10/2010	General Fund	Professional Services	Henry H. Webster		63.75
				Check Total:		63.75
60789	11/10/2010	General Fund	Professional Services	Harry Wernecke		26.25
				Check Total:		26.25
60790	11/10/2010	General Fund	Professional Services	Janet Wilke		52.50
				Check Total:		52.50
60791	11/10/2010	General Fund	Professional Services	Manuel Woods		52.50
				Check Total:		52.50
60792	11/10/2010	General Fund	Professional Services	John Wottrich		170.00
				Check Total:		170.00
60793	11/10/2010	General Fund	Professional Services	Merrie Zakaras		127.50
				Check Total:		127.50
60794	11/10/2010	General Fund	Professional Services	Rita Zoff		52.50
				Check Total:		52.50
60795	11/10/2010	General Fund	Professional Services	Arlene Zwickel		52.50
				Check Total:		52.50
60796	11/10/2010	General Fund	Operating Supplies	Advanced Waterjet Technologies, LLC		786.85
				Check Total:		786.85
60797	11/10/2010	General Fund	Operating Supplies	Alert All Corp.		256.50
60797	11/10/2010	General Fund	209001 - Use Tax Payable	Alert All Corp.		-16.50
				Check Total:		240.00
60798	11/10/2010	General Fund	Clothing	Aspen Mills Inc.		532.80
60798	11/10/2010	General Fund	Clothing	Aspen Mills Inc.		31.74
60798	11/10/2010	General Fund	Clothing	Aspen Mills Inc.		87.00
60798	11/10/2010	General Fund	Clothing	Aspen Mills Inc.		119.50
				Check Total:		771.04
60799	11/10/2010	Recreation Fund	Professional Services	Linnea Cederberg		54.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		54.00
60800	11/10/2010	General Fund	Rental	Centennial United Methodist Ch		50.00
				Check Total:		50.00
60801	11/10/2010	Information Technology	Telephone	Comcast Cable		73.55
				Check Total:		73.55
60802	11/10/2010	General Fund	Operating Supplies	Fast Signs		5.34
				Check Total:		5.34
60803	11/10/2010	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Inc.		126.11
				Check Total:		126.11
60804	11/10/2010	Information Technology	Contract Maintenance	FWR Communication Networks		200.00
				Check Total:		200.00
60805	11/10/2010	General Fund	Rental	Galilee Evangelical Lutheran Church		50.00
				Check Total:		50.00
60806	11/10/2010	General Fund	Operating Supplies	Har Mar Lock		159.51
				Check Total:		159.51
60807	11/10/2010	General Fund	Professional Services	IFP, Test Services		1,275.00
				Check Total:		1,275.00
60808	11/10/2010	Storm Drainage	Printing	Impressive Print		1,533.66
				Check Total:		1,533.66
60809	11/10/2010	Street Construction	P-10-04 Mill & Overlays	International Paper Company		1,400.00
				Check Total:		1,400.00
60810	11/10/2010	Equipment Replacement Fund	Rental - Copier Machines	Konica Minolta Business Solutions, Inc		2,101.84
60810	11/10/2010	Equipment Replacement Fund	Rental - Copier Machines	Konica Minolta Business Solutions, Inc		64.99
				Check Total:		2,166.83
60811	11/10/2010	Recreation Fund	Professional Services	Lennartson Referee Services		4,248.00
				Check Total:		4,248.00
60812	11/10/2010	Community Development	Advertising	Lillie Suburban Newspaper Inc		30.92

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
60812	11/10/2010	General Fund	Advertising	Lillie Suburban Newspaper Inc		139.10
60812	11/10/2010	General Fund	Advertising	Lillie Suburban Newspaper Inc		343.98
				Check Total:		514.00
60813	11/10/2010	Recreation Fund	Professional Services	Amy Lonsky		54.00
				Check Total:		54.00
60814	11/10/2010	Recreation Fund	Professional Services	Bridget Lonsky		54.00
				Check Total:		54.00
60815	11/10/2010	Telecommunications	Conferences	MAGC		75.00
				Check Total:		75.00
60816	11/10/2010	General Fund	Memberships & Subscriptions	Metro Fire Chiefs Association		100.00
				Check Total:		100.00
60817	11/10/2010	General Fund	Op Supplies - City Hall	MIDC Enterprises		132.80
60817	11/10/2010	General Fund	209001 - Use Tax Payable	MIDC Enterprises		-8.54
				Check Total:		124.26
60818	11/10/2010	Community Development	Building Surcharge	MN Dept of Labor and Industry		2,315.73
60818	11/10/2010	Community Development	Miscellaneous Revenue	MN Dept of Labor and Industry		-46.31
				Check Total:		2,269.42
60819	11/10/2010	Non Motorized Pathways	NESCC-Fairview Pathway	MN Dept of Natural Resources		90.00
				Check Total:		90.00
60820	11/10/2010	General Fund	Memberships & Subscriptions	MPERLA		150.00
				Check Total:		150.00
60821	11/10/2010	Recreation Fund	Professional Services	Max Netterberg		54.00
				Check Total:		54.00
60822	11/10/2010	General Fund	211402 - Flex Spending Health	[redacted]		1,129.80
				Check Total:		1,129.80
60823	11/10/2010	General Fund	Rental	North Heights Lutheran Church		50.00
				Check Total:		50.00
60824	11/10/2010	Recreation Fund	Professional Svcs	Northeast Metro School Dist 916		1,368.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
				Check Total:		1,368.00
60825	11/10/2010	General Fund	Operating Supplies	Plaisted Co		5,269.19
				Check Total:		5,269.19
60826	11/10/2010	General Fund	Rental	Prince of Peace Lutheran Church		50.00
				Check Total:		50.00
60827	11/10/2010	Street Construction	P-10-04 Mill & Overlays	Ramsey County Recorder		46.00
				Check Total:		46.00
60828	11/10/2010	General Fund	Rental	Rosepointe		50.00
				Check Total:		50.00
60829	11/10/2010	General Fund	Rental	Roseville Covenant Church		50.00
				Check Total:		50.00
60830	11/10/2010	General Fund	Rental	Roseville Lutheran Church		50.00
				Check Total:		50.00
60831	11/10/2010	Recreation Fund	Professional Services	Tyler Schmidt		54.00
				Check Total:		54.00
60832	11/10/2010	Equipment Replacement Fund	Other Improvements	Springbrook Software, Inc.		2,223.65
				Check Total:		2,223.65
60833	11/10/2010	General Fund	Rental	St. Christopher Episcopal Church		50.00
				Check Total:		50.00
60834	11/10/2010	General Fund	Operating Supplies	Staples Business Advantage, Inc.		261.97
				Check Total:		261.97
60835	11/10/2010	General Fund	Professional Services	Sheila Stowell		299.00
60835	11/10/2010	General Fund	Professional Services	Sheila Stowell		4.35
60835	11/10/2010	Housing & Redevelopment Agency	Professional Services	Sheila Stowell		97.75
60835	11/10/2010	Housing & Redevelopment Agency	Professional Services	Sheila Stowell		4.35
				Check Total:		405.45
60836	11/10/2010	General Fund	Telephone	T Mobile		39.99
60836	11/10/2010	Sanitary Sewer	Telephone	T Mobile		39.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Void	Amount
					Check Total:	79.98
60837	11/10/2010	Boulevard Landscaping	Operating Supplies	Trugreen L.P.		133.60
					Check Total:	133.60
60838	11/10/2010	Recreation Fund	Petty Cash	US Bank		1,000.00
					Check Total:	1,000.00
60839	11/10/2010	General Fund	Telephone	Verizon Wireless		260.20
					Check Total:	260.20
					Report Total:	82,006.53

[redacted]

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 7.b

Department Approval

City Manager Approval

Item Description: Approval of 2010/2011 Business Licenses

BACKGROUND

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

<u>Sale of Christmas Trees License</u>
Jim's Trees
17 Lock & Dam Lane
Minnesota City, MN 55959

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
Attachments: A: Application
B:

City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 4792-7036

Sale of Christmas Trees License Application

Business Name Jim's Trees

Business Address 17 Lock & Dam Lane - Minn City, MN 55959

Business Phone 612-868-2377

Email Address

Person to Contact in Regard to Business License:

Name Jim Marsh

Address

Phone

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2010, and ending June 30, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required	Fee	Quantity	Total
Sale of Christmas Trees	$65.00		

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Jim Marsh

Date 11/15/10

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

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 7.c

Department Approval | City Manager Approval

Item Description: Approving a Recycling Services Contract

BACKGROUND

At its September 27, 2010 meeting the City Council approved awarding a contract for Recycling Service to Eureka Recycling.

The majority of the contract reflects the contents of the Request for Proposals issued in August. The portions of the RFP that pertain to the scope of work to be provided are included in the contract which is an attachment to this Request.

The contract also spells out the compensation to Eureka Recycling and the revenue share provisions included in Eureka's Proposal submitted to the City in September. And it includes language defining pizza boxes - the new item Eureka Recycling will begin collecting in 2011.

The contract has been reviewed and approved by the City Attorney.

REQUESTED COUNCIL ACTION

A council motion approving the three-year recycling services contract with Eureka Recycling.

Prepared by: Tim Pratt, Recycling Coordinator
Attachments: A: Recycling Contract

Agreement for Comprehensive Recycling Services

This Agreement ("Agreement") is made on the ______ day of _________________, 20 _____, between the City of Roseville, a municipal corporation (hereinafter "City"), and The Neighborhood Recycling Corporation d.b.a. Eureka Recycling, a Minnesota Corporation, with its principal place of business at 2828 Kennedy Street Northeast, Minneapolis, Minnesota 55413 (hereinafter "Contractor").

Preliminary Statement

The City has adopted a policy regarding the selection and hiring of contractors to provide a variety of professional services for City projects. That policy requires that persons, firms or corporations providing such services enter into written agreements with the City. The purpose of this Agreement is to set forth the terms and conditions for the performance of professional services by the Contractor.

The City and Contractor agree as follows:

1. ***Scope of Work Proposal.*** The Contractor agrees to provide the comprehensive recycling services shown in Section 5 (General Requirements for All Collections), Section 6 (Annual Reporting and Promotional Activities), Section 7 (Materials Processing and Marketing), and Section 8.05 Liquidated Damages of the Request for Proposals as illustrated in Section Three of the Contractor's Proposal attached hereto ("Work") in consideration for the compensation set forth in Provision 3 below. The Contractor also agrees to collect, process and market pizza boxes as part of the work to be performed. Pizza boxes are defined as cardboard material with double wall construction and corrugated separation between walls used in delivery or pick-up of pizza restaurants. Does not include frozen food boxes containing plastic, waxed or other coated cardboard used to package pizza obtained from grocery stores. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Contractor.

   The City and the Contractor shall develop a work plan annually. The work plan shall include initiatives the Contractor will undertake to improve the City's recycling program.

2. ***Term.*** The term of this Agreement shall be from January 1, 2011, through December 31, 2013, the date of signature by the parties notwithstanding.

3. ***Compensation for Services.*** The City agrees to pay the Contractor the following compensation:

   City agrees to pay Contractor $2.53 per residential dwelling unit per month in 2011 for weekly curbside collection, processing and marketing of recyclables. For 2011 the City certifies that there are 9,429 residential curbside units that will receive service. The City will notify the Contractor by December 1 of each year what the certified number of curbside units will be for the subsequent year. In 2012 the City will pay Contractor $2.58 per residential dwelling unit per month; and $2.63 per residential dwelling unit in 2013.

The City agrees to pay Contractor $2.53 per certified multi-family dwelling unit per month in 2011. City shall determine the number of units that will receive service during a given month by the last Monday of the previous month. For 2011 the City certifies that there are 5,902 residential multi-family dwelling units. In 2012 the City will pay Contractor $2.58 per multi-family dwelling unit per month; and $2.63 per multi-family dwelling unit in 2013.

Compensation will be subject to the following:

A. Any changes in the Work which may result in an increase to the compensation due the Contractor shall require prior written approval of the City. The City will not pay additional compensation for Work that does not have such prior written approval.

B. Third party independent contractors and/or subcontractors may be retained by the Contractor when required by the complex or specialized nature of the Work when authorized in writing by the City. The Contractor shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.

4. ***City Assistance.*** The City agrees to provide the Contractor with the following assistance concerning the Work to be performed hereunder:

A. Depending on the nature of the Work, Contractor may from time to time require access to public and private lands or property. To the extent the City is legally and reasonably able, the City shall provide access to and make provisions to enable the Contractor to enter upon public and private land and property as required for the Contractor to perform and complete the Work.

B. The City shall furnish the Contractor with a copy of any special standards or criteria promulgated by the City relating to the Work that is needed by the Contractor in order to prepare for the performance of the Work.

C. The Recycling Coordinator Tim Pratt shall act as the City's representative with respect to the Work to be performed under this Agreement. Such representative shall have authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Work to be performed under this Agreement, but shall not have the right to enter into contracts or make binding agreements on behalf of the City with respect to the Work or this Agreement.

5. ***Method of Payment.*** The Contractor shall submit to the City, on a monthly basis, an itemized invoice for Work performed under this Agreement. The Contractor shall verify

all statements submitted for payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. Invoices submitted shall be paid in the same manner as other claims made to the City. To receive any payment pursuant to this Agreement, invoices shall contain the following:

A. The current billing and past payments.

B. The following statement dated and signed by the Contractor: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."

The payment of invoices shall be subject to the following provisions:

A. The City shall have the right to suspend the Work to be performed by the Contractor under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Contractor is suspended in whole or in part by the City, the Contractor shall be paid for any services performed prior to the delivery upon Contractor of written notice from the City of such suspension.

B. The Contractor shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.

Contractor shall, each quarter, pay the City fifty percent of the net revenue from the sale of the recyclables. Net revenue will be calculated by multiplying the tons of individual material collected by the agreed upon market indices (indicated in the RFP) minus the processing fee for each type of recyclable material ($60 per ton for all paper grades and $90 per ton of all containers).

For commodities where revenue is based on Market pricing the Contractor shall provide copies of Load Verification Forms detailing the amount of material sold, the vendor, and the price paid. The Load Verification Forms shall be included with the Contractor's monthly report to the City.

6. ***Project Manager and Staffing.*** The Contractor has designated Christopher Goodwin, Director of Customer Relations ("Project Contact") as the person for the City to contact and communicate with regarding the performance of the Work. The Project Contact shall be assisted by other employees of the Contractor as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. Contractor may not remove or replace Project Contact without 30 days written notice to the City. Contractor designates (651) 222-SORT (7678) as the number for residents to call with questions, concerns and complaints.

7. ***Standard of Care.*** All Work performed by the Contractor under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind.

8. ***Audit Disclosure.*** Any reports, information, data and other written documents given to, or prepared or assembled by the Contractor under this Agreement which the City requests to be kept confidential shall not be made available by the Contractor to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Contractor or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Contractor shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Contractor.

9. ***Termination.*** This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Contractor at the address of the Contractor set forth on page 1, a written notice at least seven (7) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Contractor shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Contractor through and until the date of termination so long as the Contractor is not in default under this Agreement. If however, the City terminates the Agreement because the Contractor is in default of its obligations under this Agreement, no further payment shall be payable or due to the Contractor following the delivery of the termination notice, and the City may, in addition to any other rights or remedies it may have, retain another contractor to undertake or complete the Work to be performed hereunder.

10. ***Subcontractor.*** The Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Contractor shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.

11. ***Independent Contractor.*** At all times and for all purposes herein, the Contractor is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Contractor an employee of the City.

12. ***Non-Discrimination.*** During the performance of this Agreement, the Contractor shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Contractor shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Contractor shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing

such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Contractor further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.

13. ***Assignment***. The Contractor shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City. The Contractor shall demonstrate that any party that they choose to assign some or all of the services of this contract has demonstrated the ability to perform such services successfully and to the satisfaction of the City.

14. ***Services Not Provided For***. No claim for services furnished by the Contractor not specifically provided for herein shall be paid by the City.

15. ***Compliance with Laws and Regulations.*** The Contractor shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Contractor and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Contractor of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.

16. ***Waiver.*** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

17. ***Indemnification.*** The Contractor agrees to defend, indemnify and hold the City, its Council, officers, agents and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Contractor, its agents, employees, and/or subcontractors pertaining to the performance of the Work provided pursuant to this Agreement and against all losses by reason of the failure of said Contractor to fully perform, in any respect, all of the Contractor's obligations under this Agreement.

18. ***Insurance.***

A. General Liability. Prior to starting the Work, the Contractor shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Contractor or by any subcontractor of the Contractor, or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Provision 18 or required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Contractor's coverage shall be primary and noncontributory in the event of a loss.

B. The Contractor shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability	$500,000 each accident
Commercial General Liability:	$1,500,000 per occurrence $2,000,000 general aggregate $2,000,000 Products – Completed Operations Aggregate $100,000 fire legal liability each occurrence $5,000 medical expense
Comprehensive Automobile Liability:	$1,000,000 combined single limit (shall include coverage for all owned, hired and non-owed vehicles.

C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:

a. Personal injury with Employment Exclusion (if any) deleted;

b. Broad Form Contractual Liability coverage; and

c. Broad Form Property Damage coverage, including Completed Operations.

D. Contractor shall maintain in effect all insurance coverages required under this Provision 18 at Contractor's sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless otherwise agreed to by the City in writing. In addition to the requirements stated above, the following applies to the insurance policies required under this Provision:

a. All policies shall be written on an "occurrence" form ("claims made" and "modified occurrence" forms are not acceptable);

b. All policies, except the Worker's Compensation Policy, shall contain a waiver of subrogation naming "the City of Roseville";

c. All policies, except the Worker's Compensation Policy, shall name "the City of Roseville" as an additional insured;

d. All policies, except the Worker's Compensation Policy, shall insure the defense and indemnify obligations assumed by Contractor under this Agreement; and

e. All policies shall contain a provision that coverages afforded thereunder shall not be canceled or non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the City.

A copy of the Contractor's insurance declaration page, Rider and/or Endorsement, as applicable, which evidences the compliance with this Paragraph 18, must be filed with City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Contractor has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Contractor of any deficiencies in such documents and receipt thereof shall not relieve Contractor from, nor be deemed a waiver of, City's right to enforce the terms of Contractor's obligations hereunder. City reserves the right to examine any policy provided for under this Provision 18.

E. If Contractor fails to provide the insurance coverage specified herein, the Contractor will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Contractor, its contractors, subcontractors, agents, employees or delegates. Contractor agrees that this indemnity shall be construed and applied in favor of indemnification. Contractor also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

Contractor shall execute and deliver to City a Performance and Payment Bond with a corporate surety in the sum of $25,000.00 or equal ("equal" may include a Letter of Credit from a banking institution approved by City). This Contract will not become effective until such a bond, in a form acceptable to City, has been delivered to City and approved by the City Attorney.

19. ***Ownership of Documents.*** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of the City, but the Contractor may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Contractor for such use. The Contractor shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

20. ***Dispute Resolution/Mediation.*** Each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. Cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

21. ***Annual Review.*** Prior to each anniversary of the date of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Contractor under this Agreement. The Contractor agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the parties shall, if requested by the City, meet and discuss the performance of the Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

22. ***Conflicts.*** No salaried officer or employee of the City and no member of the Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

23. ***Governing Law.*** This Agreement shall be controlled by the laws of the State of Minnesota.

24. ***Counterparts.*** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

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

26. ***Entire Agreement.*** Unless stated otherwise in this Provision 26, the entire agreement of the parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

____
Mayor

____
City Manager

EUREKA RECYCLING

By: ________________________________

Its: ________________________________

City of
ROSEVILLE
Minnesota

Scope of Work from

Specifications and Request For Proposal

for

Comprehensive Recycling Service

August 4, 2010

5. GENERAL REQUIREMENTS FOR ALL COLLECTIONS

5.01. Contractor Service Requirements

The Contractor agrees to provide comprehensive recycling services described herein and as described in the Proposal and Exhibit A "Garbage and Recycling Collection Zones" map.

5.02. Collection Vehicle Equipment Requirements

All collection vehicles used in performance of the Contract shall be duly licensed and inspected by the State of Minnesota and meet all applicable federal, state, and local rules, regulations and standards.

All vehicles must be clearly identified on both sides with Contractor's name and telephone number. In addition, all Collection vehicles used in performance of the Contract shall:

- Be duly licensed and inspected by the State of Minnesota;
- Operate within the weight allowed by Minnesota Statutes and local ordinances;
- Be Minnesota Department of Transportation (DOT)-compliant at all times;
- Have a maximum loaded weight not to exceed 40,000 pounds; and
- Be kept clean and as free from offensive odors as possible.

Each Collection vehicle shall be equipped with the following:

1. Two-way communications device
2. First aid kit
3. An approved fire extinguisher
4. Warning flashers
5. Warning alarms to indicate movement in reverse
6. Sign on the rear of the vehicle which states "This Vehicle Makes Frequent Stops."
7. A broom and shovel for cleaning up spills
8. Receptacle for driver's cigarette or cigar butts and tobacco ashes

5.03. Personnel Requirements

Contractor shall retain sufficient personnel and equipment to fulfill the requirements and specifications of this Agreement. The Contractor will provide a Route Supervisor to oversee the recycling route drivers servicing the City. The Route Supervisor will be available to address customer complaints by cell phone or voice mail at minimum 4 hours per day. The Contractor shall have on duty Monday through Friday from 7:00 a.m. to 5:00 p.m. a dispatch customer service representative to receive customer calls and route issues. The Contractor shall provide a 24 hour answering service line or device to receive customer calls. The Route Supervisor and all collection vehicles must be equipped with 2-way communication devices.

Contractor's personnel will be trained both in program operations and in customer service and insure that all personnel maintain a positive attitude with the public and in the work place and shall:

1. Conduct themselves at all times in a courteous manner and use no abusive or foul language.
2. Perform their duties in accordance with all existing laws and ordinances and future amendments thereto of the Federal, State of Minnesota, and local governing boards.
3. Be clean and presentable in appearance, as so far as possible.
4. Wear a uniform and employee identification badge or name tag.
5. Drive in a safe and considerate manner.
6. Manage containers in a careful manner, by picking them up, emptying their contents into the collection vehicle, and placing – not throwing or sliding – the container back in its curbside location so as to avoid spillage and littering or damage to the container.
7. Monitor for any spillage and be responsible for cleaning up any litter or breakage.
8. Avoid damage to property.
9. Not perform their duties or operate vehicles while consuming alcohol or illegally using controlled substances or while under the influence of alcohol and/or such substances.
10. Only discard cigarette or cigar butts and tobacco ash in a proper receptacle on the collection vehicle.
11. Not smoke while inside garages, multifamily complexes or other enclosed buildings.

5.04. Recycling Containers

The Driver is required to record and report to Contractor Dispatch the location of any cart or bin that is damaged and that cart or bin shall be repaired or replaced by the Contractor or designated subcontractor within one (1) week of the report of damage.

Curbside Dual Sort

Contractor shall annually provide 500 blue plastic recycling bins for distribution to participants in the dual sort curbside recycling program. Recycling containers shall not be a prerequisite to participation. Other container types such as kraft grocery bags, boxes, and bins are acceptable to the extent that route drivers readily recognize recyclables.

Multi Family
Contractors shall provide containers for all Multi-family Dwellings as specified in definition 4.25 in sufficient quantity to adequately contain the materials between weekly collections, to be placed in recycling stations as specified in definition 4.28.

The Driver is required to record and report to Contractor Dispatch the location of any cart that is damaged and that cart shall be repaired or replaced by the Contractor or designated subcontractor within one (1) week of the report of damage.

Curbside Single Stream
Contractors or designated subcontractor shall provide containers for use in single stream collection programs.

The Contractor or designated subcontractor will maintain a sufficient new and replacement cart inventory, service and repair carts to meet supply and demand needs for the entire term of the contract.

The City maintains the right to use its own designated company to provide carts, cart maintenance and repair service. If the City exercises this option, the City will adjust payment to the Contractor to reflect only the collection and processing cost of the Contractor's proposal.

The standard 64-gallon cart shall be approximately 26" x 26" x 41" in dimension, and be smooth for ease in cleaning. Carts shall be consistent in color and design with a recycling symbol that is at least 4" tall on two sides and approved instruction label on each lid, so as to be easily identified by the resident/customer and the Contractor Driver as the container for recyclable materials collection.

Thirty-two and ninety-six gallon carts of similar design shall be provided to residents who request a different level of service. Additional carts will be provided at no extra charge to residents who request them.

Each cart will be delivered with a package of recycling information provided by the Contractor and approved by the City as detailed in

6.06 and 6.07 explaining what and how to recycle using the single-stream method.

5.05. <u>Collection</u>

Curbside Dual Sort
Items shall be placed in paper kraft bags, blue recycling bins, designated recycling carts or any other container that can reasonably be identified as containing recyclable material to be collected.

Containers shall be placed at the curbside, as specified in 4.13, by 7:00 a.m. on the designated collection day.

On the designated collection day as specified in 5.08 and Attachment A, contractor shall empty all acceptable materials from container and any acceptable materials that are placed adjacent to container, and shall replace container at curbside as defined in 4.10 (not in the street).

Free walk-up service as specified in 4.45 shall be provided for all customers who request it.

The Contractor must conduct at least twice per year, or as agreed upon by the City and the Contractor, curbside recycling bin checks. For each recycling zone, the Contractor shall audit the contents of bins from at least 25 households and leave education tags if any Non-Targeted Materials are found in the bins. A log shall be kept of all resident addresses where education tags were left and the addresses shall be included in the monthly report to the City.

Multi Family
Contractor will use containers as specified in 4.26. They shall be located in multi family recycling stations as specified in 4.28.

Contractor shall empty all acceptable materials from inside the containers and acceptable materials that may be set adjacent to the containers. The Contractor shall replace containers in their appropriate locations.

Multi Family Complexes shall receive service once a week unless a difference service frequency is agreed to by the City and the Contractor. The City does not regulate the day of the week Multi Family Complexes shall receive service. Contractor shall inform the City and each complex owner or manager the day and approximate time the complex is scheduled to receive service.

Curbside Single Stream
Recycling carts shall be placed at curbside on collection day, placing cart with the handle toward the house and the lid opening toward street. The Contractor shall collect from each participation household all acceptable materials that have been prepared according publicized procedures. The Driver is required to place the emptied cart back down in the same curbside location as set by the resident. In no case is the cart to be left in the street.

Free walk-up service as specified in 4.45 shall be provided for all customers who request it.

The Contractor must conduct at least once per quarter, or as agreed upon by the City and the Contractor, curbside recycling cart checks. For each recycling zone, the Contractor shall audit the contents of carts from at least 25 households and leave education tags if any Non-Targeted Materials are found in the bins. A log shall be kept of all resident addresses where education tags were left and the addresses shall be included in the monthly report to the City.

Organics
Roseville holds four Zero Waste events each year at which organic material is collected for composting. Roseville staff and volunteers monitor the collection stations during the events. Material collected shall be shared with the Contractor for disposal at a permitted organics composting facility.

Proposers are encouraged to address their potential for curbside collection of organics.

5.06. <u>City Retains Right to Specify Resident Preparation Instructions</u>

The Contractor shall agree that it is the City's sole right to clearly specify the resident sorting and setout requirements. Such information shall be included in the annual public education flyer as detailed in 4.05.

5.07. <u>Procedure for Unacceptable Recyclables</u>

If Contractor determines that a resident has set out unacceptable recyclables, the driver shall use the following procedures:

Curbside

Contractor shall leave the unacceptable recyclables and leave an "education tag" indicating acceptable materials and the proper method of preparation (Note: a copy of the tag is to be included with the proposal).

The driver shall record the address on forms acceptable to the City. Contractor shall report the addresses to the City Recycling Coordinator at the end of each month (Note: a copy of the form is to be included with the proposal).

Upon request, the City Recycling Coordinator will undertake efforts to educate the resident or owner regarding proper materials preparation.

Multi Family
Contaminated carts of material will not be collected and a tag will be left indicating the reason the material is unacceptable. The Contractor shall also notify the City Recycling Coordinator by phone that the material was left and the reason that the material was unacceptable. It will be the responsibility of the Recycling Coordinator to obtain cooperation from the building owner/manager in removal of trash and separation of acceptable materials so that the carts can be serviced.

5.08 Collection Zones

By Ordinance the City of Roseville is divided into five zones, each with its own day of the week for collection of refuse and recycling as detailed in Attachment A. The number of housing units in each collection zone is detailed in Attachment B.

5.09. Collection Hours

Contractor shall maintain sufficient equipment and personnel to assure that all collection operations commence no earlier than 7 a.m. and are completed by 6:00 p.m. on the scheduled collection day.

5.10. Cleanup Responsibilities

Contractor shall adequately clean up any materials spilled or blown during the course of collection and/or hauling operations. Any unacceptable materials left behind should be secured within resident's recycling container, if provided. Driver shall take all precautions possible to prevent littering of unacceptable recyclables. Contractor shall have no responsibility to remove any items that are not recyclable materials and have been properly dealt with as specified in 5.07.

5.11. Missed Collection Policy & Procedures

Contractor shall have a duty to pick up missed collections. Contractor agrees to pick up all missed collections on the same day that the Contractor receives notice of a missed collection, provided notice is received by Contractor before 11:00 a.m. on a business day. With respect to all notices of a missed collection received after 11:00 a.m. on a business day, Contractor agrees to pick up that missed collection before 6:00 p.m. on the business day immediately following.

Contractor shall provide staffing of a telephone-equipped office to receive missed collection complaints between the hours of 7:00 a.m.-5:00 p.m. on weekdays, except holidays, and on Saturdays during weeks in which a holiday has delayed pickup in the Friday zone until Saturday. The Contractor shall have an answering machine or voice mail system activated to receive phone calls after hours. Contractor shall keep a log of all calls, including the subject matter, the date and time received, the Contractor's response, and the date and time of response. This information shall be provided to the City in a monthly report.

5.12. Non-Completion of Collection and Extension of Collection Hours

If Contractor determines that the collection of recyclables will not be completed by 6:00 p.m. on the scheduled collection day, Contractor shall notify the City Recycling Coordinator by 4:00 p.m., and request an extension of the collection hours. Contractor shall inform the City of the areas not completed, the reason for non-completion, and the expected time of completion. If the Recycling Coordinator cannot be reached, the Contractor will request the City Manager. If the City Manager cannot be reached, the Contractor shall contact the Public Works Director.

5.13. Severe Weather

Recycling collections may be postponed due to severe weather at the sole discretion of the Contractor. *"Severe Weather"* shall include, but shall not be limited to, those cases where the temperature at 6:00 a.m. is –20 degrees F or colder. Upon postponement, collection will be made the following business day. The City will be responsible for notifying the residents by municipal cable TV, email notification and any other means identified by the City.

5.14. Holidays

Holidays means any of the following: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and any other holidays mutually agreed to by the City and Contractor. In no instance will there be more than one holiday during a collection week. When the scheduled collection day falls on a holiday, collection in that day's zone and subsequent days' zones will be collected one day later, with Friday being collected on Saturday. The Contractor shall assist the City in publicizing the yearly calendar including alternate collection days.

5.15. Weighing of Loads

Contractor will keep accurate records consisting of the date, time, collection route, driver's identification, vehicle number, tare weight, gross weight, net weight, and number of recycling stops for each loaded vehicle. Collection vehicles will be weighed empty before collection to obtain a tare weight and weighed after completion of a route or at the end of the day, whichever occurs first. These records shall be maintained on file by the contractor for at least three years in the event of an audit by the City or County.

5.16. Ownership

Ownership of the recyclables shall remain with the person placing them for collection until Contractor's personnel physically touches the recyclables for collection, at which time ownership shall transfer to the Contractor. Any person or persons taking recyclable materials from a curbside container without explicit permission of the residential dwelling unit will be in violation of local ordinance (City Code 403.03) and subject to penalty. The Contractor shall report to the City any instances of suspected scavenging or unauthorized removal of recyclable materials from any collection containers.

5.17. Scavenging Prohibited

It is unlawful for any person other than the City's recycling Contractor or the Multi Family Complex owner's independent hauler to collect, remove, or dispose of designated recyclables after the materials have been placed or deposited for collection in the recycling containers (City Code 403.03). The owner, owner's employees, owner's independent hauler's employees, or City's recycling Contractor's employees may not collect or scavenge through recycling in any manner that interferes with the contracted recycling services.

Contractor will immediately report all witnessed scavenging to Roseville's Police dispatch at 651-767-0640.

5.18. Utilities

The Contractor shall be obligated to protect all public and private utilities whether occupying street or public or private property. If such utilities are damaged by reason of the Contractor's operations, under the executed contract, he/she shall repair or replace same, or failing to do so promptly, the City shall cause repairs or replacement to be made and the cost of doing so shall be deducted from payment to be made to the Contractor.

5.19. Damage To Property

The Contractor shall take all necessary precautions to protect public and private property during the performance of this Agreement. The Contractor shall repair or replace any private or public property, including, but not limited to sod, mailboxes, or recycling bins/carts, which are damaged by the Contractor. Such property damage shall be addressed for repair or replacement, at no charge to the property owner, within forty-eight (48) hours with property of the same or equivalent value at the time of the damage.

If the Contractor fails to address the repair or replacement damaged property within forty-eight (48), the City may, but shall not be obligated to, repair or replace such damaged property, and the Contractor shall fully reimburse the City's for any of its reasonably incurred expenses. The Contractor shall reimburse the City for any such expenses within thirty (30) days of receipt of the City's invoice.

5.20. Street Improvements

This Contract is subject to the right of State of Minnesota, Ramsey County or the City of Roseville to improve its highways and streets. The Contractor accepts the risk that such improvements may prevent the Contractor from traveling its accustomed route or routes for the purpose of collecting recyclables. The Contractor agrees not to make any claim for compensations against a City for such interference. The City of Roseville shall, whenever possible, advance information and instructions about how the Contractor may best provide services in the improvement area.

5.21 Municipal Facilities

Contractor will provide free weekly recycling service to:

1. City Hall – 2660 Civic Center Drive
2. Roseville Skating Center – 2661 Civic Center Drive
3. Public Works Maintenance Facility – 1140 Woodhill Drive
4. License Center – 2737 Lexington Avenue
5. Fire Station One – 2701 Lexington Avenue
6. Fire Station Two – 2501 Fairview Avenue (currently not in service)
7. Fire Station Three – 2335 Dale Street
8. Cedarholm Golf Course – 2395 Hamline Avenue
9. Harriet Alexander Nature Center/Wildlife Rehabilitation Center – 2520 Dale Street
10. Evergreen Park Concession stand (in season) – 1810 County Road B
11. Owasso Ballfields Concession stand (in season) – 2659 Victoria Avenue
12. Other mutually agreed upon City facilities.

Contractor will provide carts or other mutually agreed upon containers to facilitate that service.

5.22. Purchase of Bins, Lids and Wheel Kits

If the City accepts the Contractor's single-stream proposal, the Contractor agrees to purchase the City's remaining blue recycling bins, lids and wheel kits. The Contractor will reimburse the City at a rate of $8.50 for each bin, $3.25 for each lid and $4.50 for each wheel kit. As of June 30, 2010 the City has 400 bins, 200 lids and 150 wheel kits.

The Contractor will coordinate the pick up of used bins, lids and wheel kits from resident's homes with the delivery of the new carts. Buckthorn brand bins distributed before 1996 (blue, ribbed and have the recycling symbol in four corners) will be considered scrap. The Contractor will reimburse the City for all A-1 and Busch Systems bins (blue, smooth with Roseville recycling logo on two sides), lids and wheel kits collected at a rate of $1.00 for each bin, lid and wheel kit combo.

6. ANNUAL REPORTING AND PROMOTIONAL ACTIVITIES

6.01. Monthly and Annual Materials Reports

The Contractor will submit to the City monthly reports and annual reports dealing with the City's recycling program. At a minimum, the Contractor shall include in each report the following information:

1. Gross amounts of materials collected, by recyclable material (in tons)
2. Net amounts of materials marketed, by recyclable material (in tons)
3. Amounts stored, by recyclable material, with any notes as to unusual conditions (in tons)
4. The markets generally used for the sale of recyclables
5. Amounts of process residuals disposed (in tons)
6. Revenue share credits back to the City (if any)
7. Total number of stops
8. End Market Certification as specified in 7.06
9. Monthly reports shall be due to the City by the 15th day of each month

Annual reports shall be due by January 31. The Contractor will be encouraged to include in its annual report recommendations for continuous improvement in the City's recycling program (e.g., public education, multifamily recycling, etc.). Examples of monthly and annual reports shall be included with the Contractor's proposal.

6.02. Customer Relations Report

Annually the Contractor shall provide the City with

1. A list of all customer complaints, including a description of how each complaint was resolved.
2. A list of all addresses where education tags were left for residents and why the tags were left.
3. A list of all missed pick ups reported to the Contractor.

6.03. Annual Report to MFD Building Owners

The City's Contractor shall provide an annual report by January 31 of each year to the MFD building owners served by the City's contractor. A copy of each report to the MFD building owners shall also be submitted to the City. The report shall contain, at a minimum, the following information:

1. Name of owner, building manager and contact information (mailing address, phone numbers, e-mail, etc.)
2. Street address of each MFD served.
3. Number of dwelling units for each MFD.
4. Description of collection services made available to occupants, including number of MFD recycling stations, number of MFD recycling containers, location of stations and dates of collection.
5. Description of public education tools used to inform occupants of availability of services.
6. Tonnage estimates for each building.
7. Recommendations for future improvements (e.g., specific public education tools).

A copy of the Contractor's annual report to MFD building owners shall be included with the proposal.

6.04 Annual Performance Review Meeting to Discuss Recommendations for Continuous Improvement

Upon receipt of the Contractors annual report, the City shall schedule an annual meeting with the Contractor and the City's Public Works Environment and Transportation Committee.

The objectives of this annual meeting will include (but not limited to):

- Review Contractor's annual report, including trends in recovery rate and participation.
- Efforts the Contractor has made to expand recyclable markets.
- Review Contractor's performance based on feedback from residents to the Committee members and/or City staff.
- Review Contractor's recommendations for improvement in the City's recycling program, including enhanced public education and other opportunities.
- Review staff and Committee recommendations for improving Contractor's service.

- Discuss other opportunities for improvement with the remaining years under the current contract.
- Discuss actions Contractor is taking to reduce vehicle emissions from its fleet.

6.05. Publicity, Promotion, and Education

The Contractor and the Recycling Coordinator shall work together in the preparation and distribution of educational materials to insure accurate information and program directions. Contractor shall pay for the annual design, printing and mailing of at least 9,429 copies of a curbside program flyer. The Contractor will provide a PDF or other mutually agreed upon electronic format version of the flyer to the City.

The Contractor will also be required to provide annually a one-page multi-family complex recycling flyer to Multi Family Complex owners, landlords or other designated contact person in sufficient number that one copy may be distributed to each tenant. The Contractor will provide a PDF or other mutually agreed upon electronic format version for the City.

The Contractor must be able to provide public education material in languages other than English (e.g., Spanish, Hmong, Somali, etc.). The City will work with the Contractor regarding the quantities needed and the locations for distribution.

During the term of the contract the Contractor may be asked by the City to make public appearances, provide information for local environmental groups, or attend public events sponsored by the City. Proposers shall describe their experience in providing Collection services and Zero Waste services at community events and what, if any, Collection opportunities could be provided at Roseville community events or City-sponsored events, and whether there would be a cost associated with the service.

In addition, proposers are encouraged to specify other public education tools that they are willing to provide (e.g., recycling education materials targeted for a specific neighborhood, targeting a specific material type, etc.).

As part of this proposal, proposers shall provide examples of public education materials they have developed for other municipalities.

6.06. <u>City Shall Approve Contractor's Public Education Literature</u>

The Contractor shall conduct its own promotions and public education to increase participation. The Contractor shall submit a draft of any public education literature for approval by the City, at least one (1) month before printing and release of any such literature.

6.07. <u>Annual Work Plan</u>

The City and the Contractor shall develop a work plan annually. The work plan shall include initiatives the Contractor will undertake to improve the City's recycling program.

7. MATERIALS PROCESSING AND MARKETING

7.01. <u>Processing Facilities Must Be Specified</u>

It is intended that all recyclables collected by the Contractor will go to recycling markets to be manufactured into recycled content goods.

The Contractor shall assure the City that adequate recyclable material processing capacity will be provided for City material collected. The proposals must clearly specify the location(s) of its recyclables processing facility (or subcontractor's facility) where material collected from the City will be delivered and / or processed. The Contractor shall provide written notice to the City at least 60 days in advance of any substantial change in these or subsequent plans for receiving and processing recyclables collected from the City.

Upon collection by the City's recycling Contractor, the City's Contractor shall deliver the designated recyclables to a recyclable material processing center, an end market for sale or reuse, or to an intermediate collection center for later delivery to a processing center or end market. It is unlawful for any person to transport for disposal or to dispose of designated recyclables in a mixed municipal solid waste disposal facility.

Contractor shall assure that all recyclables collected in the City are not landfilled or incinerated except for process residuals as designated in 4.29 or with written authorization from the City and the Minnesota Pollution Control Agency.

7.02 <u>Lack of Adequate Market Demand</u>

If the Contractor determines that there is no market for a particular recyclable or that the market has become economically unfeasible, the Contractor shall immediately give written notice to the City. Said notice shall include information demonstrating the effort the Contractor has made to find market sources, and the financial information justifying the conclusion that the market is economically unfeasible. Upon receipt of said notice, the Contractor and the City shall have 30 days to attempt to find a feasible market. During this period the Contractor shall continue to pick up the particular recyclable.

If the Contractor or the City is not able to find a market within 30 days, the City has the option to:

a) Require the Contractor to continue to collect the particular recyclable. In such case, the City would pay the Contractor, as additional compensation, the tipping fee at the Newport RDF plant or a mutually agreeable alternative site. The Contractor is required to keep accurate records of said fees and provide the City receipts of payment.

b) Notify the Contractor to cease collection of the particular recyclable until a feasible market is located, either by the Contractor or by the City. The Contractor would then be responsible for the cost of printing and distributing educational materials explaining the market situation to residents.

If the City notifies the Contractor to cease collection of a particular recyclable, the parties shall immediately meet to renegotiate the per unit fee for service.

In the event that the parties disagree on the question of whether there is a market for a particular recyclable or on the economic feasibility of that market, the disagreement shall be submitted to binding arbitration. In this case, each party shall name an arbitrator, and the two shall select a third person to serve as chairperson of the arbitration panel. The arbitration panel shall meet and decide said question within 60 days following agreement by the arbitrators to serve on the panel. The arbitration panel shall operate in accordance with the Rules of the American Arbitration Association to the extent consistent with this section and judgment upon the award by the Arbitrator(s) may be entered in any court with jurisdiction thereof. Meanwhile, collection of said material shall continue pending outcome of arbitration.

7.03. Estimating Materials Composition as Collected

The Contractor shall conduct at least one materials composition analysis of the City's recyclables each year to estimate the relative amount by weight of each recyclable commodity by grade. The results of this analysis shall include: (1) percent by weight of each recyclable commodity by grade as collected from the City; (2) relative change compared to the previous year's composition; and (3) a description of the methodology used to calculate the composition, including number of samples, dates weighed, and City route(s) used for sampling. The Contractor shall provide the City with a copy of each analysis.

7.04. Estimating Process Residuals

The Contractor shall provide the City a written description of the means to estimate process residuals, as defined in 4.36, derived from the City's recyclables. This written description shall be reviewed and approved in writing by the City. This written description shall be updated by the Contractor immediately after any significant changes to the processing facilities used by the Contractor.

7.05. Performance Monitoring

The City will monitor the performance of the Contractor against goals and performance standards required within this RFP and in the contract. Substandard performance as determined by the City will constitute non-compliance. If action to correct such substandard performance is not taken by the Contractor within 60 days after being notified by the City, the City will initiate the contract termination procedures.

The City shall have the right, during the term of the Contract, to have a representative on Contractor's premises to monitor the operation of the Contract. Such representative shall only be allowed on Contractor's premises during normal business hours.

7.06. End Market Certification

The Contractor shall provide written certification to the City that all recyclable commodities identified are indeed recycled and not disposed. Such written certification shall identify all end markets used for each of the recyclable commodities. The Contractor shall attach written certification from each end market. The Contractor shall specify the percentage of material that goes to each end market.

8. PAYMENT AND DAMAGES

8.05. Liquidated Damages

The Contractor shall agree, in addition to any other remedies available to the City, that the City may withhold payment from the Contractor in the amounts specified below as liquidated damages for failure of the Contractor to fulfill its obligations.

The following acts or omissions shall be considered a breach of the Agreement:

a) **Missed Curbside Collection**

$50 for each missed collection above two misses per collection day, to be assessed at the end of each collection month. A missed collection would be defined as a report by a resident that their material was out by 7:00 a.m. and the address did not appear on the Contractor's conveyance sheet as a "Late Set Out" and the recyclables were properly sorted.

b) **Missed Walk Up Collection**

$50 per missed collection address above two misses at that address in any four consecutive collection weeks.

c) **Missed Multi Family Complex Collection**

$50 per missed collection

d) **Throwing or Dropping Containers**

$50 for each witnessed report of a driver throwing rather than placing, the curbside recycling container or deliberately dropping the container when the bottom of the container is more than four feet above the ground.

e) **Failure to Collect Material on a Block**

$500 for each incident of the Contractor failing to pick up material on a block. A missed block is defined as one side of a street between cross streets or an entire cul de sac where residents from at least three households on that street report that they had their material out before 7:00 a.m., the material was not picked up, the recyclables were properly sorted, and the addresses did not appear on the Contractor's conveyance sheets as "Late Set Outs.”

f) **Failure to Collect an Entire Zone**

$1,000 for each incident of failure to complete collection of a collection zone on its designated day as defined in Exhibit A when the Contractor has not received an extension of collection hours from the Recycling Coordinator or designated alternate.

g) **Failure to Complete a Majority (50%) of the Collection District**

$2,500 for each incident.

h) **Failure to clean up material spilled by Contractor within six (6) hours of verbal or written notification**

$250 each incident

i) **Failure to leave an education tag when non-recyclable material or material that is inappropriately prepared according to specifications in Item 5.08 is not collected**

$100 each incident

j) **Failure or neglect to collect recycling from a missed pickup location according to specifications in 5.11**

$250 each incident

k) **Distributing recycling carts without recycling symbols or labels that include text and graphics depicting what materials may be placed in the carts**

$100 each incident

l) **Failure to maintain recycling carts in proper working order as specified in 5.05**

$100 each incident

m) **Failure to provide a complete monthly report as specified in 6.01 and 6.02.**

$250 each incident

n) **Failure to return bin/cart to curbside location**

$100 each incident

o) **Employees smoking in enclosed structures while performing duties or extinguishing smoking material anywhere other than in container as specified in 5.02**

$50 each incident

p) **Failure to collect recyclables according to specifications in 5.05 and 5.08**

$250 for each witnessed report of a driver inappropriately collecting recyclable material

The Contractor shall be liable for liquidated damages amount(s) upon determination of the City of Roseville that performance has not occurred consistent with the provisions of the contract. The City shall notify Contractor in writing or electronically of each act or omission in this Agreement reported to or discovered by the City. It shall be the duty of Contractor to take whatever steps or action may be necessary to remedy the cause of the complaint.

The City may deduct the full amount of any damages from any payment due to the Contractor. The remedy available to the City under this paragraph shall be in addition to all other remedies which the City may have under law or at equity.

<u>Exceptions:</u> For the purposes of this Proposal, the Contractor shall not be deemed to be liable for penalties where its inability to perform recycling collection service is the result of conditions beyond the control of the Contractor, including but not limited to civil disorder, acts of God, inclement weather severe enough that trucks cannot safely take collections, provided however, that the Contractor shall obtain the approval for the delay from the Recycling Coordinator or their designee prior to 4:00 p.m. of the scheduled Collection Day.

Recycling Collection

(651) 222-SORT (7678)
www.eurekarecycling.org

Our mission is to reduce waste today through innovative resource management and to reach a waste-free tomorrow by demonstrating that waste is preventable, not inevitable.

Two-Stream Collection

Eureka Recycling currently offers two-stream collection and processing. In 2001, Eureka Recycling conducted a 14-month study, funded in part by the Minnesota Pollution Control Agency (formerly the Office of Environmental Assistance), to determine the best collection system that balances program costs and convenience with the environmental benefits of recycling. Two-stream recycling proved to provide the best balance and resulted in more of the materials that were collected actually getting recycled.

Material is collected in trucks with two compartments that do not compact the material. Papers and cardboards are collected separately from bottles, cans, and containers. This maintains high material values by preventing contamination. For example, paper quality suffers when glass and plastic become embedded in it. Continual separation ensures that each material can be recycled to its highest and best use.

Two-stream collection with curbside bins also maintains the most efficient and effective education system. As the drivers collect materials from each residence they have the opportunity to see what is in the bin and determine if any non-recyclable materials are present. If any are, the driver leaves that material behind with a tag explaining why that material cannot be recycled and encouraging the resident to call our zero-waste hotline with any additional questions. Educating only the recyclers who need extra information prevents the need to send postcards to every household in the city or place ads and articles in local papers or newsletters in the hope that the messages get to the right people. This saves the city money and time while ensuring that residents receive a straightforward message that maintains material quality for the recycling program. Two-stream collection is the most convenient sorting method that provides these direct educational opportunities.

Why We Don't Offer Single-Stream Collection

Environmentalists and recycling experts from around the country are concerned with the negative impacts of single-stream recycling on the quality of materials. Single-stream technology simply does not adequately address quality concerns at this time.

- **More material gets recycled in a two-stream recycling program than a single-stream program because less has to be thrown away after processing.**

A common argument in favor of single-stream collection is that resident participation will rise once the necessity of sorting is eliminated. However, several recent studies have confirmed what Eureka Recycling's 14-month study of collection methods discovered in 2001: that container capacity, rather than less sorting, was the significant factor in determining the amount of materials set out for collection. When recyclers were given larger containers or more frequent collection, they recycled more material in both a two-stream and single-stream system. For most people and communities, the switch to a single-stream service provider is accompanied by a cut in collection frequency—from weekly to every other week—making it less convenient for recyclers.

- **Just because more materials are being collected does not mean more materials are being recycled.**
  In fact, several studies show that more material gets recycled in two-stream recycling programs than in single-stream programs because less has to be thrown away after processing. The residual rate (the contaminated amount that needs to be thrown away) for a single-stream program can be as high as 27%—meaning almost one-third of the materials collected for recycling in a single-stream program are thrown out as trash, even though it was once recyclable. According to a report released by the Minnesota Pollution Control Agency in 2006 about the differences in single-stream and two-stream recycling facilities (which was cited in an August 5, 2008 *Star Tribune* article), "two-stream operations lost 6.4 percent of their materials to contamination, compared with 27.7 percent for single-stream operations." Eureka Recycling's two-stream facility does even better and has a residual rate of less than 2%.

- **Two-stream recycling results in higher quality materials, meaning it is better for the environment.**
  The environmental benefits of recycling are dramatically reduced in a single-stream recycling program. For example, the quality of glass in single-stream programs is highly compromised and, in the metro area, is most often used for landfill cover instead of recycling. Paper quality suffers as well, since glass and plastic become embedded in the paper. According to the MPCA report, "Over 70% of the end-markets interviewed reported they are seeing more contamination in their recycled feedstock today than they were five years ago. Most of the mills and all of the plastics recyclers cited single-stream recycling as a contributing factor to the decline in feedstock quality."

  Glass is one example.
  The way in which glass—or any material—is collected and sorted impacts the quality of that material and the ability for that material to be recycled. For glass bottles to be recycled back into glass bottles, they must be sorted (usually by hand) and separated by color. In single-stream programs, glass is collected with other materials like cardboard and paper. These materials are often compacted during collection and must go through more processing machinery, resulting in higher amounts of broken glass that are too small to sort by hand. This mixed glass then cannot be used to make new glass bottles. Much of the glass collected in single-stream programs is not recycled but is instead used as an aggregate, a sandblasting medium, or in landfill operations as roadbed.

Not recycling glass back into glass bottles is contrary to what residents want for their glass and is a great environmental loss. Compared to landfilling or using glass as an aggregate, recycling 11 tons of glass saves the equivalent of 13,200,000 to 30,800,000 BTUs of energy. The pollution savings from recycling glass are significant, and can be assigned a dollar value in the range of $18 to $68 per ton. The dollar amount saved is even higher when one accounts for a wide range of environmental impacts beyond the 29 pollutants considered in this calculation. For example, for every ton of glass recycled, over a ton of raw materials are saved, including 1,300 pounds of sand, 433 pounds of soda ash, 433 pounds of limestone, and 151 pounds of feldspar. These environmental and economic benefits can only be realized when glass is recycled back into glass bottles.

Technology does exist to mechanically separate glass by color so that even mixed glass can be sorted for recycling. This equipment—called optical sorting—utilizes color recognition technology that sorts glass by color as well as separates contaminants from the finished product that are incompatible with the glass manufacturing process. However, even if single-stream facilities added optical sorting for glass, this does not solve all of the problems. Single-stream still significantly decreases the value of the paper and cardboard because glass (and plastic) becomes embedded into those materials. This means that the quality of the paper being sent to the mill for recycling is lower and the amount of recyclable paper being wasted increases.

- **Two-stream recycling is cheaper than single-stream recycling.**
  Across the metro area and the country, communities using single-stream collection are paying more than most other recycling communities. Haulers often assert that single-stream is the best system because it is cost-effective for collection, which is their focus. Single-stream collection allows haulers to collect recyclables using existing garbage trucks, which reduces their costs for collection, but those savings are not necessarily passed along to the customer. According to a study released by the American Forest and Paper Association in 2004, "single-stream did not save money on a system-wide basis. If anything it was somewhat more expensive than dual-stream. A cost savings for collection was more than offset by increases in costs to processors and mills."

Results of Independent Recycling Industry Studies of the Impacts of Single-Stream

Eureka Recycling completed one of the first studies in the nation comparing different curbside collection methods in 2001, including two-stream and single-stream collection. The findings of the report can be found on our website www.eurekarecycling.org.

Since that time, several other studies have been completed about the impacts of single-stream collection. We have included the first two in this proposal for your review:

- In February 2010, ***Resource Recycling*** published "Single-Stream Uncovered: A new study presents some surprising findings on the economic and environmental impacts of single-stream recycling." *Resource Recycling* is an independent, Oregon-based magazine not affiliated with a trade association or other organizations that has published industry periodicals for more than 26 years.

- In December 2009, the **Container Recycling Institute** published "Understanding economic and environmental impacts of single-stream collection systems." The Container Recycling Institute is a nonprofit organization that studies and promotes policies and programs that increase recovery and recycling of beverage containers.

- In January 2006, **The Minnesota Pollution Control Agency published "**Single-stream and Dual-stream Recycling: Comparative Impacts of Commingled Recyclables Processing."

- **Conservatree's** website page entitled **"**Single Stream Collection: Done Deal or Good Deal?" chronicles its study of single stream from 2003 to present. Conservatree, which began as a privately-owned, for-profit paper distribution company, is now a nonprofit dedicated to providing the technical, strategic, and informational tools, as well as implementation assistance, necessary for paper buyers to convert to environmental papers. They provide an end-market perspective, focusing on the challenges paper companies face when dealing with the ramifications of single-stream recycling.

Personal Physical Barriers to Recycling Participation

It is very important for Eureka Recycling that all residents who wish to take part in the city's recycling program have the opportunity to do so. However, some residents may have temporary or permanent physical limitations that make it difficult to bring recycling to their curb each week. This can be true for both two-stream recycling bins and for large trash or recycling carts. To aid residents with physical limitations, Eureka Recycling offers special pickup service free of charge to any resident who needs it. This service allows residents to leave their recycling on their porch, outside their garage or any other location on their property. Our drivers will then collect the material from a location that works best for the resident making it totally unnecessary for the resident to bring the recycling all the way to the curb. While this service may only be needed by a small percentage of residents (currently 110 of Roseville's residents, 1.2% of households), we believe it is an important service we can provide to help all residents take part in protecting their environment and be proud to participate in the city's recycling program.

In addition to our special pickup service, the curbside recycling bins used by residents can be fitted with wheel kits that allow residents to roll the bins to the curb rather than carrying them. Eureka Recycling orders these kits at the same time we order additional bins for the city and residents can pick them up right at City Hall when they pick up recycling bins.

Multifamily Recycling

(651) 222-SORT (7678)
www.eurekarecycling.org

Our mission is to reduce waste today through innovative resource management and to reach a waste-free tomorrow by demonstrating that waste is preventable, not inevitable.

Eureka Recycling started one of the first multifamily recycling programs in the nation in Saint Paul, which today serves over 1,000 buildings. This program has been recognized by the U.S. EPA as the best multifamily recycling program in the country.

In 2004, Eureka Recycling published a best practices toolkit for multifamily recycling based on a two-year study funded by the Minnesota Pollution Control Agency (formerly the Office of Environmental Assistance). We have made this toolkit available free of charge to the recycling staff of any community and we have worked closely with Roseville, Lauderdale, and Maplewood to apply these practices to multifamily programs with great success. We welcome the opportunity to continue to work with the City of Roseville to ensure that these practices, which have been so successful in building and improving the city's multifamily program for the last five years, continue to be used to make it even stronger in the future.

Multifamily Education and Outreach

Eureka Recycling works closely with the city to initiate improvements that will increase service levels, quality, and resident participation in the multifamily program. We work closely with city staff to structure your multifamily recycling program to allow the city to determine and enforce environmental and service standards. We provide necessary information and feedback to the city to build a multifamily program with a strong foundation based on proven best practices. Some of the ways we will partner with Roseville to continue managing a solid multifamily program include:

- Working with each individual building owner to site recycling carts and gather information that can be used to determine the best service for each building based on specifics of that building.
- Providing clear, easy-to-read stickers for recycling carts that distinguish them from trash containers.
- Providing flyers and posters for property managers to distribute.
- Tracking information about each building, and developing and providing targeted outreach based on building information.
- Creating additional signage for the recycling area, direct mailings, posters for specific issues and postcards mailed to building management about specific problems.

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 9.a

Department Approval | City Manager Approval

Item Description: Consider Adopting an Ordinance Amending Title Five Section 506.03 User Fees regarding False Alarms

BACKGROUND

It is the responsibility of the Roseville Police Department to respond to any alarm call in the City of Roseville. By the end of 2010, the Roseville Police Department will respond to 1,200 residential and business alarm calls. 1,176 (98%) of these alarm calls will be false alarms. False alarm calls make it more difficult for police to respond to real emergencies and are costly to the Roseville tax payer. Council asked staff to review the “rolling calendar” rather then the current yearly calendar. Staff has determined this would cause undo burden on current resources assigned to tracking and invoicing false alarms. Staff recommends maintaining our current tracking system.

POLICY OBJECTIVE

To more accurately reflect the actual cost of false alarm calls, the Roseville Police Department is requesting that the Council approve updating Roseville Ordinance 506.03: User Fees, as noted in *Attachment A*. Updating Roseville Ordinance 506.03: User Fees, would establish false alarm fees as set forth in city code, Section 314.05, Fee Schedule.

FINANCIAL IMPACTS

Based on current 2010 false alarm calls, increasing the fee as recommended in *Attachment A* would generate an increase of $7,200 false alarm fees annually. This dollar amount does not reflect the additional fees incurred by users for the fourth or subsequent false alarm responses.

STAFF RECOMMENDATION

Update Roseville Ordinance 506.03: User Fees, to establish false alarm fees as set forth by the city fee schedule in city code Section 314.05.

REQUESTED COUNCIL ACTION

Approve updating Roseville Ordinance 506.03: User Fees, to establish false alarm fees as set forth by the city fee schedule in city code Section 314.05.

Prepared by: **Lorne Rosand Patrol Lieutenant**

Attachments:
- A: Chapter 506 False Alarms
- B: Ordinance 506.3
- C: Alarm Fees

Attachment "A"

Chapter 506 False Alarms - Security and Alarm Systems

SECTION:

506.01: Purpose
506.02: Definitions
506.03: User Fees
506.04: Payment of Fees

506.01: PURPOSE:

The purpose of this Chapter is to provide regulations for the use of burglary, fire and safety alarms, including establishment of use fees for false alarms. (Ord. 1076, 4-23-90)

506.02: DEFINITIONS:

As used in this Chapter, the following words and terms shall have the meanings ascribed to them in this Section:

ALARM SYSTEM: Any alarm installation designed to be used for the prevention or detection of burglary, robbery or fire on the premises which contains an alarm installation. Automobile alarm devices shall not be considered an alarm system under the terms of this Chapter.

ALARM USER: The person, firm, partnership, association, corporation, company or organization of any kind in control of any building, structure or facility where an alarm system is maintained.

FALSE ALARM: An alarm signal eliciting a response by public safety personnel when a situation requiring a response does not exist and which is caused by the activation of the alarm system through mechanical failure, alarm malfunction, improper installation or the inadvertence of the user of an alarm system or its employees or agents. False alarms do not include alarms caused by climatic conditions such as tornadoes, thunderstorms, utility line mishaps or violent conditions of nature nor do they include alarms caused by third persons over whom the user has no control.

PUBLIC SAFETY PERSONNEL: Duly authorized City employees. (Ord. 1076, 4-23-90)

506.03: USER FEES:

A. False Alarms: The user of an alarm system who reports multiple false alarms to the Police Department or Fire Department in a single calendar year will be charged a fee as established by the City Fee Schedule in Section 314.05.

B. Appeal: An alarm user required by the City to pay a user fee as a result of a false alarm may make a written appeal of the false alarm user fee to the Chief of Police or Fire Chief, as appropriate, within ten days of notice by the City of the false alarm charge. An adverse decision by the Chief of Police or Fire Chief may be appealed to the City Manager within ten days of receipt of the Chief of Police's or Fire Chief's decision. The City Manager will have authority to make a final determination as to whether or not the user is to be charged a user fee for the false alarms. (Ord. 1076, 4-23-90)

506.04: PAYMENT OF FEES:

A. Payment of user fees provided for herein must be paid to the City Treasurer within 30 days from the date of notice by the City to the alarm user. Failure to pay the fee within 30 days will result in the imposition of a penalty of ten percent of the user fee.

B. All unpaid user fees and penalties shall be certified as an assessment against the property on which the alarm was located and shall be collected each year along with the taxes on such property. (Ord. 1076, 4-23-90)

Attachment B

City of Roseville
ORDINANCE NO.

AN ORDINANCE AMENDING TITLE FIVE, FALSE ALARMS – SECURITY AND ALARM SYSTEMS, SECTION 506.03 USER FEES

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title Five, Section 506.03 of the Roseville City Code is amended to read as follows:

506.03: USER FEES:
A. False Alarms: The user of an alarm system who reports multiple ~~more than three~~ false alarms to the Police Department or ~~more than two false alarms to the~~ Fire Department in a single calendar year ~~(and who has received notice of such false alarms)~~ will be charged a fee ~~for each subsequent false alarm(s)~~ as established by the City Fee Schedule in Section 314.05.
B. Appeal: An alarm user required by the City to pay a user fee as a result of a false alarm may make a written appeal of the false alarm user fee to the Chief of Police or Fire Chief, as appropriate, within ten days of notice by the City of the false alarm charge. An adverse decision by the Chief of Police or Fire Chief may be appealed to the City Manager within ten days of receipt of the Chief of Police's or Fire Chief's decision. The City Manager will have authority to make a final determination as to whether or not the user is to be charged a user fee for the false alarms. (Ord. 1076, 4-23-90)

SECTION 2: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ___ day of ______ 200_.

(SEAL)

CITY OF ROSEVILLE

BY: ______________________________
Craig D. Klausing, Mayor

ATTEST:

____
William J. Malinen, City Manager

Sample Ordinance Amending Text

City of Roseville

ORDINANCE NO.

AN ORDINANCE AMENDING
TITLE THREE, SECTION 309.03
MASSAGE THERAPY ESTABLISHMENTS

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title Three, Section 309.03 of the Roseville City Code is amended to read as follows:

309.03: GRANTING, DENYING OR RESCINDING OF LICENSES:

A. Zoning Compliance: Licenses may be granted only to establishments associated with and operating within the confines of and incidental to a properly zoned beauty parlor or health club.

B. ~~Number of Therapists Per Establishment: No more than four (4) massage therapist individual licenses will be issued to any business establishment. (Ord. 1180, 4-28-1997)~~

C. Building, Safety and Sanitation Regulations: Licenses may be denied or rescinded if the premises of the massage therapy establishments do not meet the requirements of the City Council, and of the building, safety and sanitation regulations of the City and State.

D. Fraud or Deception: Licenses may be denied or rescinded if there is any fraud or deception involved in the license application.

E. History of Violations: Licenses may be denied or rescinded if the applicant, licensee or employee of the same fails to comply with, or have a history of violations of the laws or ordinances which apply to health, safety or moral turpitude.

F. Additional Conditions: The City Council may attach such reasonable conditions to the license as it, in its sole discretion, deems to be appropriate. (Ord. 1142, 6-13-1994)

G. ~~Number of Establishments: The number of licensed massage therapy establishments shall not exceed eight (8). (Ord. 1205, 6-8-1998)~~

SECTION 2: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this 16th day of June, 2003.

Sample Council Action Requested

Adopt an Ordinance amending Title ___ Section ____, <u>title of the Title and Section</u>, brief description of the amendment.

Summary of Alarm Costs

Agency	License/Permit	Free Alarms	1st Alarm	2nd Alarm	3rd Alarm	4th Alarm	5th Alarm	6th Alarm	7th Alarm
Roseville	No	3	Free	Free	Free	$100.00	$135.00	$170.00	$205.00
Roseville PROPOSED	**No**	**2**	**Free**	**Free**	**$100.00**	**$200.00**	**$300.00**	**$400.00**	**$500.00**
Maplewood	Yes	2	Free	Free	$25.00	$40.00	$50.00	$100.00	$100.00
St. Anthony	Yes	1	Free	$75.00	$100.00	$125.00	$150.00	$175.00	$200.00
Edina	No	0	$25.00	$110.00	$110.00	$110.00	$200.00	$200.00	$200.00
New Brighton	No	2	Free	Free	$180.00	$360.00	$540.00	$720.00	$900.00
St. Paul	Yes	2	Free	Free	$25.00	$50.00	$75.00	$100.00	$150.00
White Bear Lake	No	3	Free	Free	Free	$50.00	$75.00	$100.00	$125.00
North St. Paul	No	3	Free	Free	Free	Free	Free	Free	Free
Lino Lakes	No	3	Free	Free	Free	$50.00	$50.00	$50.00	$50.00
Minneapolis	Yes	0	$30.00	$100.00	$200.00	$300.00	$400.00	$500.00	$600.00
Average									
Minimum									
Maximum									

Summary of Alarm Costs

End of Calender Year Total
$610.00
$1,500.00
$315.00
$825.00
$955.00
$3,780.00
$400.00
$350.00
$0.00
$200.00
$2,130.00
$1,005.91
$0.00
$3,780.00

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 9.b

Department Approval

City Manager Approval

Item Description: Adopting the 2011 Fee Schedule by Ordinance

BACKGROUND

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

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

- Amusement device
- Erosion control permit fees
- Police and Fire false alarm fees
- Vehicle forfeiture impound fee
- Administrative fines for animal/pet Code violations
- Building/demolition permit fees
- Grading plan review/permit fees
- Manufactured home permit fee
- Mechanical/Moving/Plumbing/Sewer Connection/Water Connection/Swimming Pool permit fees
- Land use permit and miscellaneous fees

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

- Erosion control permit renewal fees
- Residential stormwater permit/renewal permit fee

A brief description of these new fees is shown below.

Erosion Control Permit Renewal Fees

This fee would be collected when an erosion control permit is not closed out within one year of issuance. To establish the fee for this permit, Staff has reviewed actual hours spent on erosion control permit inspection in comparison to the fees collected we have also looked at the number of permits that have taken more than one year to close out. The fee is set based on the estimated staff time for additional site visits when a permit it in place for over one year.

Residential Stormwater Permit Fee

With the implementation of the new zoning code, there will be the ability by residential property owners to propose excess impervious coverage as long as they implement on site Storm water Best Management Practices (BMPs). These permits require additional Engineering staff time to review and approve. This includes meeting with property owners, visiting the site, reviewing site plans and BMP calculations, drafting a maintenance agreement, attorney time, filing agreements at the County, and final inspection of the installed BMP.

There is also the need to track and verify that these BMPs stay in place over the long term, this would be accomplished through the recertification of the BMP every 5 years. As a result, we propose that new fees be added to the fee schedule for these "Residential storm water permits" and Residential storm permit recertification.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

Based on the recommended fee adjustments, it is projected that revised fees will generate revenues sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been included in the 2011 Budget.

STAFF RECOMMENDATION

Staff recommends that the City Council adopt the 2011 Fee Schedule as attached.

REQUESTED COUNCIL ACTION

Approve the attached Ordinance adopting the 2011 Fee Schedule, which shall go into effect as of January 1, 2011.

Prepared by: Chris Miller, Finance Director

Attachments: A: Ordinance adopting the 2011 Fee Schedule

B: Proposed 2011 Fee Schedule

CITY OF ROSEVILLE
ORDINANCE NO. ____

AN ORDINANCE ADOPTING THE 2011 FEE SCHEDULE

THE CITY OF ROSEVILLE HEREBY ORDAINS:

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

SECTION 2. Other Fee References
By enacting this ordinance, all fee amounts previously established and contained herein are hereby amended as submitted.

SECTION 3. Authority
The authority to enact the fees identified herein is established by City Code.

SECTION 4. Penalty
Failure to pay the fees identified herein is subject to penalties and interest as established by City Code.

SECTION 5. Fee Schedule
The 2011 Fee Schedule is as shown in *Attachment A*.

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

Passed this 22nd day of November, 2010.

CITY OF ROSEVILLE

BY: ________________________ **ATTEST:________________________________**
Craig Klausing, Mayor **William J. Malinen, City Manager**

City of ROSEVILLE
Minnesota, USA

2011 Fee Schedule

Effective January 1, 2011

Prepared by the Department of Finance

City of Roseville 2011 Fee Schedule

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City of Roseville 2011 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Amusement device – per machine	**303**	**$ 75.00**	**$ 15.00**
Benches in right-of-way	703	40.00	40.00
Assessment searches			
Deferred / Pending		**25.00**	**0.00**
Historical		100.00	100.00
Bowling alley			
First alley	303	70.00	70.00
Each additional alley	303	20.00	20.00
Burial Permit	401	100.00	100.00
Building Permits	901	see Appendix A	see Appendix A
Christmas trees, sale of	305	65.00	65.00
Cigarettes, sale of	306	200.00	200.00
Construction noise variance	405.03	300.00	300.00
Conversation parlors	308	10,000.00	10,000.00
Copy charges	N/A	0.25 / page	0.25 / page
CPR Training	N/A	$80 / student	$80 / student
Daycare facility inspection fee	N/A	40.00	40.00
Dog and cat license			
2 year – sterilized	501	10.00	10.00
2 year – sterilized and micro chipped	501	5.00	5.00
2 year – non sterilized	501	35.00	35.00
2 year – non sterilized and micro chipped	501	25.00	25.00
Lifetime license – sterilized	501	30.00	30.00
Lifetime license – sterilized and micro chipped	501	5.00	5.00
Lifetime license – non sterilized	501	150.00	150.00
Lifetime license – non sterilized, but micro chipped	501	100.00	100.00
Duplicate / address change	501	5.00	5.00
Special multiple – 2 year	501	40.00	40.00
Dog kennels	501	75.00	75.00
DVD / VHS Copy		0.00	5.00
Encroachment Agreement Application fee	N/A	275.00	275.00
Erosion control inspection permit			
Less than 1 acre	**1017**	**550.00**	**600.00**
1 to 5 acres	**1017**	**800.00**	**880.00**
More than 5 acres	**1017**	**1,200.00**	**1,320.00**
Erosion control permit *renewal*			
Less than 1 acre	**1017**	**0.00**	**220.00**
1 to 5 acres	**1017**	**0.00**	**320.00**
More than 5 acres	**1017**	**0.00**	**480.00**
Erosion control escrow fee	1017	3,000/acre	3,000/acre
Excavation, grading, and surfacing	705	see Appendix A	see Appendix A

City of Roseville 2011 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
False alarm fees – Police			
Third false alarm	506	**0.00**	**100.00**
Fourth false alarm	506	**100.00**	**200.00**
Fifth false alarm	506	**25.00**	**300.00**
Sixth false alarm	506	**25.00**	**400.00**
Seventh and all subsequent false alarm	506	**25.00**	**500.00**
False alarm fees – fire			
Third false alarm	506	300.00	300.00
Fourth false alarm	506	**100.00**	**400.00**
Fifth and all subsequent false alarm fees	506	500.00	500.00
Construction-related	N/A	150.00	150.00
Fertilizer, sale of	408	30.00	30.00
Fertilizer, applicator	408	100.00	100.00
Firearms, sale of	310	30.00	30.00
Fireworks, sale of consumer (existing retail)	N/A	100.00	100.00
Fireworks, sale of consumer (stand-alone, temporary)	N/A	350.00	350.00
Fire rescue and extrication fee	N/A	400.00	400.00
Fire safety training	N/A	80.00 / hr	80.00 / hr
Fuel storage tank inspection	N/A	100.00	100.00
Game room	303	175.00	175.00
Gas pumps – private business	310	60.00	60.00
Gasoline stations	310	130.00	130.00
Horse	501	5.00	5.00
Hospitals-veterinary	310	80.00	80.00
Lawful gambling			
One time event permit	304	25.00	25.00
Premises permit	304	3% of gross receipts	3% of gross receipts
Required contributions	304	10% of net profits	10% of net profits
Leaf Pickup fee		30.00	30.00

City of Roseville 2011 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Liquor licenses:			
On sale intoxicating liquor license	302	7,000.00	7,000.00
On sale wine license (establishments with 75 seats or less)	302	750.00	750.00
On sale wine license (establishments with 75 seats or more)	302	1,500.00	1,500.00
Temporary on sale (3 days)	302	50.00	50.00
Temporary on sale in Central Park	302	20.00	20.00
Sunday on sale license	302	200.00	200.00
Special club license (dependent on the Number of members):			
51 – 200	302	300.00	300.00
201 – 500	302	500.00	500.00
501 – 1,000	302	650.00	650.00
1,000 – 2,000	302	800.00	800.00
2,001 – 4,000	302	1,000.00	1,000.00
4,001 – 6,000	302	2,000.00	2,000.00
More than 6,000	302	3,000.00	3,000.00
Off sale intoxicating liquor license	302	300.00	300.00
Liquor License – investigation fee	302	300.00	300.00
Liquor License – sale outside of premises	302	25.00	25.00
Massage therapist	309	100.00	100.00
Massage therapy business establishment	309	150.00 / 300.00	150.00 / 300.00
Open burning permit	N/A	90.00	90.00
Park Dedication – residential	1103	3,000.00/unit	3,000.00/unit
Park Dedication – other (c)	1103	5.0 % of fmv	5.0% of fmv
Pawn Shop license	311	10,000.00	10,000.00
Pathway patching fee			
Concrete sidewalk – 2 panels		675.00	675.00
Bituminous (12’ x 8’)		500.00	500.00
Pawn shop and precious metal dealer license	311	13,000.00	13,000.00
Pawn shop fee (per transaction)	N/A	3.00	3.00
Pool and billiards			
First table	303	70.00	70.00
Each additional table	303	20.00	20.00
Precious metal dealer	311	10,000.00	10,000.00
Public improvement contract application fee (b)	N/A	525.00	525.00
Recycling contractor	403	125.00	125.00
Rental Registration (Housing)	907	25.00	25.00
Right-of-way permits	703, 707	325.00	325.00
Sewer connection fees	802	see Appendix A	see Appendix A
Sewer usage fees	802	separate resolution	separate resolution

City of Roseville 2011 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Soil contamination	406	$1/cu.yd. up to $300	$1/cu.yd. up to $300
Solid waste hauler	402	125.00	125.00
Stormwater drainage fees	803	separate resolution	separate resolution
Stormwater residential permit **Stormwater residential permit renewal (5-years)**	**n/a**	**0.00** **0.00**	**250.00** **100.00**
Street patching fee (d)	n/a	600 / 1,200	600 / 1,200
Theaters – per viewing screen	310	70.00	70.00
Tree planting and removal	706	separate ordinance	separate ordinance
Utility service location fee	N/A	100.00	100.00
Vehicle forfeiture impound fee (per day)	**N/A**	**15.00**	**20.00**
Water connection fees	801	see Appendix A	see Appendix A
Water usage fees	801	separate resolution	separate resolution
Water tower permit – private use	801	separate resolution	separate resolution
Well permit	801	separate resolution	separate resolution
Wireless permit fee	1205	Negotiated	Negotiated

(b) In addition to the $500 base fee, a charge of 3% (increased from 1-2%) of the total improvement cost is also assessed.
(c) Calculation is made on 5% of the fair market value of unimproved land.
(d) Street patching fee is $600 without a curb, and $1,200 with a curb

City of Roseville 2011 Fee Schedule

Administrative Fines

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

City of Roseville 2011 Fee Schedule

Building Permit Fees

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

Building Permit Fee – Zoning and Inspections:

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

Total Valuation	Current Amount	Proposed Amount
$1 - $500	$31	$31
$501 - $2,000	$31 for the first $500 value, plus $4 for each additional $100 value or fraction thereof	$31 for the first $500 value, plus $4 for each additional $100 value or fraction thereof
$2,001 - $25,000	$79.44 for the first $2,000 value, plus $16.34 for each additional $1,000 value or fraction thereof	**$83.50 for the first $2,000 value, plus $16.55 for each additional $1,000 value or fraction thereof**
$25,001 - $50,000	$445.38 for the first $25,000 value, plus $12.18 for each additional $1,000 value or fraction thereof	**$464.15 for the first $25,000 value, plus $12.00 for each additional $1,000 value or fraction thereof**
$50,001 - $100.000	$731.80 for the first $50,000 value, plus $8.80 for each additional $1,000 value or fraction thereof	**$764.15 for the first $50,000 value, plus $8.45 for each additional $1,000 value or fraction thereof**
$100,001 - $500,000	$1,128.64 for the first $100,000 value, plus $7.24 for each additional $1,000 value or fraction thereof	**$1,186.65 for the first $100,000 value, plus $6.75 for each additional $1,000 value or fraction thereof**
$500,0001 - $1,000,000	$3,671.86 for the first $500,000 value, plus $6.20 for each additional $1,000 value or fraction thereof	**$3,886.65 for the first $500,000 value, plus $5.50 for each additional $1,000 value or fraction thereof**
In excess of $1,000,000	$6,368.06 for the first $1,000,000 value, plus $5.16 for each additional $1,000 value or fraction thereof	**$6,636.65 for the first $1,000,000 value, plus $4.50 for each additional $1,000 value or fraction thereof**
Inspections outside of normal business hours	$61.70	**$63.50**
Re-inspection fees (per State Building code)	$61.70	**$63.50**
Misc. inspection fees	$61.70	**$63.50**
Add’l plan review fee required by revisions	$61.70	**$63.50**

City of Roseville 2011 Fee Schedule

Building Permit Fee – Engineering:

Total Valuation	Current Amount	Proposed Amount
$1 - $500	$ 5	$ 5
$501 - $2,000	5	5
$2,001 - $25,000	25	25
$25,001 - $50,000	50	50
$50,001 - $100.000	75	75
$100,001 - $500,000	100	100
$500,0001 - $1,000,000	200	200
In excess of $1,000,000	300	300

Demolition Permit Fee:

Description	Current Amount	Proposed Amount
Tenant improvement/remodeling prior to building permit	$65.00	**$67.00**
Structures not connected to utilities	85.00	**87.50**
Residential structures connected to city utilities	145.00	**150.00**
Commercial structures connected to city utilities	$375.00	**$335.00**

Electrical Permit Fee:
Set through yearly contract with Contract Electrical Inspector

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

Grading Plan Review Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	$75	$75
51 – 10,000 cubic yards	$150.00 for the first 1,000 cubic yards, plus $30.00 for each additional 1,000 yards or fraction thereof	**$150.00 for the first 1,000 cubic yards, plus $10.00 for each additional 1,000 yards or fraction thereof**
10,001 – 100,000 cubic yards	$400.00 for the first 10,000 cubic yards, plus $20.00 for each additional 10,000 yards or fraction thereof	**$300.00 for the first 10,000 cubic yards, plus $5.00 for each additional 10,000 yards or fraction thereof**
In excess of 100,000 cubic yards	$800.00 for the first 100,000 cubic yards, plus $10.00 for each additional 10,000 yards or fraction thereof	$800.00 for the first 100,000 cubic yards, plus $10.00 for each additional 10,000 yards or fraction thereof

City of Roseville 2011 Fee Schedule

Grading Plan Review Fee – Engineering:

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

Grading Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	$75	$75
1 – 1,000 cubic yards	$100.00 for the first 100 cubic yards, plus $20.00 for each additional 100 yards or fraction thereof	$100.00 for the first 100 cubic yards, plus $20.00 for each additional 100 yards or fraction thereof
1,001 – 10,000 cubic yards	$300.00 for the first 1,000 cubic yards, plus $30.00 for each additional 1,000 yards or fraction thereof	$300.00 for the first 1,000 cubic yards, plus $30.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	$600.00 for the first 10,000 cubic yards, plus $100.00 for each additional 10,000 yards or fraction thereof	$600.00 for the first 10,000 cubic yards, plus $100.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	$1,500.00 for the first 100,000 cubic yards, plus $100.00 for each additional 10,000 yards or fraction thereof	**$1,500.00 for the first 100,000 cubic yards, plus $80.00 for each additional 10,000 yards or fraction thereof**

Grading Permit Fee – Engineering:

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

Investigation Fee: Work without a Permit

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

City of Roseville 2011 Fee Schedule

Manufactured Home Permit Fee:

Description	Current Amount	Proposed Amount
New installation	$ 250.00	**$ 257.50**

Mechanical Permit Fee - Residential:

Description	Current Amount	Proposed Amount
Air conditioning – new	$ 43.00	**$ 44.50**
Air conditioning – replacement	55.00	**56.50**
Warm air furnace – new	91.00	**94.00**
Warm air furnace - replacement	55.00	**56.50**
Hot water boilers – new	91.00	**94.00**
Hot water boilers – replacement	55.00	**56.50**
Unit heaters	55.00	**56.50**
Swimming pool heaters	55.00	**56.50**
Misc. work & gas piping	1.25% of job cost	**1.28% of job cost**
Minimum fee	55.00	**56.50**
Gas fireplace	55.00	**56.50**
In floor heat	$ 55.00	**76.50**
Solar panel installation	-	**$1.28 % of job cost / $150.00 min fee**

Mechanical Permit Fee - Commercial:

Description	Current Amount	Proposed Amount
All commercial work	1.25% of job cost	**1.28% of job cost / $56.50 min fee**

Moving Permit Fee:

Description	Current Amount	Proposed Amount
Over private property only	$ 83.00	**$85.50**
Over public streets	121.00	**125.00**
Investigation fee per hour	$62.00	**$63.55**

Plumbing Permit Fee:

Description	Current Amount	Proposed Amount
Administrative/minimum fee	$ 55.00	**$ 56.50**
Additional for each fixture opening	9.75	**10.00**
Miscellaneous work	1.25% of job cost	**1.28% of job cost**
Backflow prevention verification	$ 24.50	**$ 26.00**

City of Roseville 2011 Fee Schedule

Plan Review Fee:

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

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

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

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

Refund Fee:

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

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

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

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

Sewer Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	$ 83.00	**$ 86.00**
Commercial	268.00	**276.00**
Repair	55.00	**56.50**
Disconnect – residential	75.00	**77.00**
Disconnect – commercial	$ 150.00	**$ 155.00**

City of Roseville 2011 Fee Schedule

Sewer Connection Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential	$ 5.00	$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00

Sign Permit Fee:
Utilize building permit fee schedule. No plan review fee

Description	Current Amount	Proposed Amount
Minimum fee	$ 55.00	$ 55.00

Swimming Pool Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential pool	$ 188.00	**$ 194.00**
Commercial pool	Utilize building Permit fee	Utilize building Permit fee

Swimming Pool Permit Fee – Engineering:

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

Water Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	$ 83.00	**$ 86.00**
Commercial	270.00	**276.00**
Repair	55.00	**56.50**
Disconnect – residential	75.00	**77.00**
Disconnect – commercial	$ 150.00	**$ 155.00**

City of Roseville 2011 Fee Schedule

Water Connection Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential	$ 5.00	$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00

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

Description	Current Amount	Proposed Amount
Driveway permits	$ 44.00	**$ 44.50**
Fence permits – residential	78.00	**80.00**
Fence permits - commercial	78.00	**Use Permit Fee Schedule**
Shed permits	63.00	**65.00**
Drain tile	104.00	**107.00**
Other – utilize building permit fee schedule		
Minimum fee	$ 44.00	**$ 45.50**

City of Roseville 2011 Fee Schedule

Miscellaneous Fees:

Description	Current Amount	Proposed Amount
Minimum roofing fee	$ 108.00	**$ 110.00**
Minimum window replacement fee	81.00	**83.50**
Minimum siding replacement fee	81.00	**83.50**
Administrative fee for abatement per hour	62.00	**63.55**
Wood burning fireplace	81.00	**83.50**
Verification of state contracting license	7.00	**5.00**
Replacement inspection card	19.00	**20.00**
Re-stamping job site plan sets	30.00	**30.00**
Certificate of Occupancy – conditional	30.00	**30.00**
Certificate of Occupancy – full	19.00	**20.00**
Certificate of Occupancy – copy	8.00	**10.00**
City contractor license fee	84.00	**86.00**
Administrative fee – R1 or R2 zones	62.00	**63.55**
Administrative fee – other zones	62.00	**63.55**
Footing/foundation permits – residential	91.00	**94.00**
Footing/foundation permits – commercial	416.00	**428.00**
Construction deposit – residential	780.00	**800.00**
Construction deposit – commercial	3,848.00	**3,950.00**
SAC Admin Fee	15.00	**16.00**
Lead Abatement License Fee	-	**5.00**
Property Age Verification Fee	-	**5.00**
Outdoor Display Permit Fee	40.00	**40.00**
City Code Noise Deviation Fee	$ -	**$ 500.00**

City of Roseville 2011 Fee Schedule
Community Development Department Permit and Miscellaneous Fees

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

City of Roseville 2011 Fee Schedule

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

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

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

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

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

City of Roseville 2011 Fee Schedule

Electrical Permit Fees

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

Current Amount	Proposed Amount
$ 35.00	$ 35.00

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

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

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

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

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

E. Maximum fee on an apartment building shall not exceed $70.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee per unit as per single-family dwelling.

F. The maximum number of 0 to 30 ampere circuits to be paid on any one athletic field lighting standard is ten.

G. In addition to the above fees:

1) A charge of $4.00 will be made for each street lighting standard.
2) A charge of $7.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.

H. In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at $8.00 plus $.40 per KVA up to and including 100 KVA. 101 KVA and over at $.30 per KVA. The maximum fee for any transformer or generator in this category is $80.00.

I. In addition to the above fees, all transformers for signs and outline lighting shall be computed at $8.00 for the first 500 VA or fraction thereof per unit, plus $.70 for each additional 100 VA or fraction thereof.

J. In addition to the above fees, unless included in the maximum fee filed by the initial installer, remote control, signal circuits and circuits of less than 50 volts shall be computed at $10.00 per each ten openings or devices of each system plus $5.00 for each additional ten or fraction thereof.

K. In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at $35.00. Reinforcing steel for swimming pools requires a rough-in inspection.

L. For the review of plans and specifications of proposed installations, there shall be a minimum fee of $150.00 up to and including $30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of $30,000 to be paid by permit applicant.

M. When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of $35.00 may be assessed in writing by the Inspector.

N. For inspections not covered herein, or for requested special inspections or services, the fee shall be $35.00 per man hour, including travel time, plus $.25 per mile traveled, plus the reasonable cost of equipment or material consumed. This section is also applicable to inspection of empty conduits and such jobs as determined by the City.

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

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

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

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

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 11.a

Department Approval | City Manager Approval

Item Description: Public Hearing to Consider Approving the 2011 Liquor License Renewals

BACKGROUND

Under City Code, a public hearing is required to consider approving liquor license renewals for the following calendar year. The City has received renewal applications for 2011 as follows:

- 10 Off Sale Intoxicating liquor licenses (maximum of 10 permitted under City Code)
- 18 On Sale 3.2 Non-Intoxicating Malt Liquor licenses
- 10 Off Sale 3.2 Non-Intoxicating Malt Liquor licenses
- 25 On Sale Intoxicating liquor licenses
- 4 Club liquor licenses
- 14 Wine only liquor licenses

Neither State Statute nor City Code limits the number of licenses that can be issued under the last five categories of licenses. A detailed list of all liquor license renewals is included in *Attachment A.*

POLICY OBJECTIVE

The regulation of establishments that sell alcoholic beverages has been a long-standing practice by the State and the City.

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

All liquor license renewal applications have met Statutory and City Code requirements. Staff recommends approval.

REQUESTED COUNCIL ACTION

Consider approving/denying the renewal of the requested liquor licenses for calendar year 2011.

Prepared by: Chris Miller, Finance Director
Attachments: A: Requested liquor license renewals for the calendar year 2011.

On-Sale & Special Sunday Liquor Sales

Attachment A

Applebee's Neighborhood Grill & Bar
Buffalo Wild Wings Grill & Bar
California Pizza Kitchen
Chili's Grill & Bar
Don Pablo's
Olive Garden
Red Lobster
Granite City Food & Brewery
Courtyard by Marriott
Khan's Mongolian Barbeque
Joe Senser's Sports Grill & Bar
Radisson Roseville
Green Mill
Ol Mexico
Outback Steakhouse
Ruby Tuesday
TGI Friday's
Old Chicago
Romano's Macaroni Grill
Big Bowl
La Casita
Flame Cooking with Fire
Grumpy's Bar and Grill
Osaka
Joe's Crab Shack
Sczechuan

On-Sale Club & Special Sunday Liquor Sales

B-Dale Club
Midland Hills Country Club
Rosetown Memorial Post #542
Roseville VFW #7555

Wine

Byerly's
Chipotle
Famous Dave's BBQ Shack
Good Earth Restaurant
D'Amico & Sons
Keys Café & Bakery
Smashburger
Szechuan
ZPizza
Fuddruckers
Noodles & Company
Café Zia

Off-Sale

Attachment A

Cellars Wines & Spirits
Fairview Liquor Mart
Hamline Liquors
Network Liquors
Chucho Liquor
Rainbow Foods
Tower Glen Liquor
Love From Minnesota
Snelling Liquor
MGM Wine & Spirits

On-Sale 3.2 Non-Intoxicating

Aurelio's Pizza
Byerly's
Chipolte
Countryside Family Restaurant
Davanni's
Famous Dave's BBQ Shack
Good Earth
India Palace
Royal Orchid Restaurant
Cederholm Golf Course
New Hong Kong Wok
Noodles & Company
ZPizza
Fuddruckers
Smashburger
Keys Café & Bakery
Szechuan
Café Zia

Off-Sale 3.2 Non-Intoxicating

Rainbow Foods #26
Roseville Winner
Superamerica #4115
Superamerica #4502
Superamerica #4210
Superamerica #4520
Cub
Target T-2101
Amarose Convenience Store
Adam's Food & Fuel

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 11.b

Department Approval | City Manager Approval

Item Description: Certify Unpaid Utility and Other Charges to the Property Tax Rolls

BACKGROUND

As authorized by City Code, Sections 506, 801, 802, and 906, the City annually certifies to the County Auditor any unpaid false alarm, water, sewer, and other charges that are in excess of 90 days past due, for collection on the following year's property taxes. Affected property owners are provided a hearing to dispute any charges against their property.

Beginning in 2010, Staff is recommending that the Council approve certifications for delinquent utilities on a quarterly basis. This will ensure that any unpaid utilities are brought to the attention of new property owners in a more timely fashion. It will also allow the City to record a lien against the property in the event that a property goes into foreclosure and/or is being prepared for sale for other reasons.

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to December 17th, 2010 will be accepted and not levied on the 2011 property taxes.

POLICY OBJECTIVE

Certifying delinquent charges are required under City Code.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution levying unpaid utility and other charges for collection on the property taxes.

REQUESTED COUNCIL ACTION

Motion adopting the resolution approving the certification of unpaid utility and other charges to the County Auditor for collection on the property taxes.

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution approving the certification of unpaid utility and other charges to Ramsey County
B: List of Delinquent Accounts

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 22nd day of November, 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 _______

RESOLUTION DIRECTING THE COUNTY AUDITOR TO LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2011 or BEYOND

WHEREAS, the City Code of the City of Roseville, Sections 506, 801, 802, and 906 provides that the City may certify to the County Auditor the amounts of unpaid sewer, water, and other charges to be entered as part of the tax levy on said premises:

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

1. Exhibit "A" attached hereto and made a part thereof by reference is a list of parcels of real property lying within the City limits which are served by the City of Roseville, and on which there are unpaid city water, sewer, and other charges as shown on the attached Exhibit "A".

2. The Council hereby certifies said list and requests the Ramsey County Auditor to include in the real estate taxes due the amount set forth in Schedule A.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of November, 2010 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of November, 2010.

____
William J. Malinen
City Manager

Seal

Date: 11/22/10
Item: 12.a
Liquor Licenses

No Attachment

See 11.a

Date: 11/22/10
Item: 12.b
Unpaid Utility Bills

No Attachment

See 11.b

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11-22-2010
Item No.: 12.c

Department Approval	City Manager Approval
PT/DM	W J Malinen

Item Description: **Community Development Department Request to reclassify one existing Code Enforcement Officer position into a Code Enforcement Officer – Housing position.**

BACKGROUND

- The Code Enforcement Division is recommending that the position of 'Code Enforcement Officer – Housing' be created. This is not intended as a new position, but rather, a reclassification of one of the three existing Code Enforcement Officer positions into one that more closely resembles the actual work performed by this position.
- Presently, enforcement of both the public nuisance and building maintenance provisions of Roseville's City Code are handled by a Code Enforcement Officer. Originally, when this third position was filled 13 years ago, the duties included both building permit inspections and city code enforcement activities. Therefore, the position required the capabilities of both a building inspector and a housing inspector (with the building inspector capabilities being more technical than those of a housing inspector). However, as city code enforcement has taken on a more significant role over the years, this aspect has dominated the work activities of one position and it now requires this position to devote full time to city code enforcement. This position no longer requires the additional capabilities and knowledge of a building inspector. Furthermore, the current job description of a Code Enforcement Officer is predominantly building inspector criteria and does not match the duties and responsibilities performed by this inspector.
- With the reclassification of this position as Code Enforcement Officer – Housing, the position description would be revised specific to the work performed and required, the employee would be evaluated against more accurate criteria, and, the compensation range would more closely match the required capabilities (see Attachment A).
- The existing Code Enforcement Officer (building inspector) positions are currently at a Grade Level 10 within the City's non-exempt pay plan system, with a wage range of $25.75 to $31.01. A job evaluation conducted to determine a grade level for the proposed Code Enforcement - Housing position places it in Grade 9. A review of similar public nuisance/housing inspector positions, using League of Minnesota City survey results, shows that most other similar sized cities place this position at the equivalent of a Grade 9 with a Metro Area Average of $23.01 to $29.44. Therefore, the proposed Code Enforcement Officer position is being recommended at a Grade Level 9 which results in a compensation range of $23.61 to $28.45 under the City's 2010 non-exempt pay plan.

- The current employee would be moved into this position after the beginning of the new year and his compensation adjusted.

POLICY OBJECTIVE

The Community Development Department is responsible for providing high quality services to the public at the lowest possible cost. Periodically reviewing expenses against revenue is a part of the department's ongoing work flow process. Staffing levels have a significant impact on the department's budget and personnel and job duty changes periodically become necessary.

FINANCIAL IMPACTS

The elimination of one Code Enforcement Officer position (at Grade Level 10) and the creation of a Code Enforcement Officer - Housing position (at Grade Level 9) would result in a reduction of the Community Development Department salaries budget of approximately $6,000.00.

STAFF RECOMMENDATION

That the Council approve the elimination of one Code Enforcement Officer position (at Grade level 10) and the creation of one Code Enforcement Officer - Housing position (at Grade Level 9) with that position to fulfill the duties specified in the attached job description.

REQUESTED COUNCIL ACTION

Approve the elimination of one Code Enforcement Officer position (at Grade level 10) and the creation of one Code Enforcement Officer - Housing position (at Grade Level 9) with that position to fulfill the duties specified in the attached job description.

Prepared by: Don Munson, Codes Coordinator

Attachments: A: Job Description – Code Enforcement Officer - Housing

CITY OF ROSEVILLE	JOB DESCRIPTION
Job Description Title: **DRAFT** Code Enforcement Officer - Housing	**FLSA Status**: Non-Exempt / Non Union
Department/Division: Community Development	**Position Status:** Regular Full-Time
Accountable To: Codes Coordinator	**Salary Grade:** Non-Exempt Grade 9
Prepared By: Don Munson	**Revision Date:** Oct. 2010

Job Summary:

This position ensures compliance with the City's Public Nuisance Code, Building Maintenance and Preservation Code, specific Zoning Ordinance provisions, and, Met Council HRA guidelines; through interpretation, education, inspection, conflict resolution and enforcement.

Scope of Responsibility:

Receives and investigates complaints relating to Roseville's City Code (Chapter 407 - Nuisances and Chapter 906 - Building Maintenance and Preservation Code), ensuring violations are brought into compliance within established performance standards. Accurately prepares all non-compliant public nuisance cases for the City's abatement/court citation process. Conducts inspections on Property Improvement Permits and Metropolitan Council's Section 8 programs to ensure work is consistent with applicable codes, ordinances and guidelines. Works under general supervision and has no budgetary or supervisory responsibility.

Essential Duties and Responsibilities:

1. Communicates with property owners, residents and others to educate, explain and interpret public nuisance codes, property maintenance/preservation codes, and, related city codes and ordinances.
2. Receives and documents complaints from the public; conducts inspections and investigations in conformance with established performance standards; enforces public nuisance and building maintenance provisions of the City Code through letters and notices; and, ensures resolution and compliance within established performance standards.
3. Abates public nuisance and property maintenance violations as established by city code or directed by City Council including preparing abatement/citation actions for City Council.
4. Conducts initial and annual Section 8 inspections for the Metropolitan Council's HRA program in compliance with their guidelines.
5. Conducts inspections of issued Property Improvement Permits to ensure compliance with city codes and ordinances.
6. Documents all field inspection and office activities daily, maintaining accurate records.
7. Remains current with city codes and ordinances as well as state/national housing inspection practices and HRA guidelines.
8. Identifies inconsistencies in Roseville's City Code provisions and recommends revisions.
9. Performs other duties and responsibilities as apparent, delegated or assigned.

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Minimum Qualifications:

- Two years of formal training beyond high school and 1-2 years of related experience in housing inspections, or equivalent.
- International Code Council Certification as a Property Maintenance and Housing Inspector, or, an equivalent related certification within 1 year of hire.
- Maintains a valid Minnesota Class "C" driver's license.
- Has a working knowledge of Microsoft Word, Excel and Outlook.
- Possesses knowledge related to building, plumbing, heating, and ventilation systems and regulations.

Physical Demands & Working Conditions:

- Work is divided between field inspections and office activities.
- Must perform the physical actions necessary to conduct inspections at, above, or below ground level.
- Requires physical effort, moving up to 25 pounds, less than 15% of the time.
- Requires a high level of attention to detail or deadlines between 45 and 70% of the time.

Addendum:

- Salary Comparisons:

New Hope:	$37,556.00 - $49,900.00
Inv Grv Hts:	$41,787.00 - $55,700.00
Apple Valley:	$46,530.00 - $57,595.00
Coon Rapids:	$51,396.00 - $68.078.00
Cottage Grove:	$42,120.00 - $52,665.00
Eagan:	$51292.00 - $65,166.00
Maple Grove:	$53,913.00 - $67,392.00
Plymouth:	$45,697.00 - $62,192.00
Savage:	$37,481.00 - $49,961.00
St Louis Pk:	$57,491.00 - $67,641.00
Woodbury:	$46,550.00 - $60,465.00
Metro Area Avg. (Hsg. Insp):	$48,048.00 - $61,235.00

- Grade/Salary Proposal:
  - Grade 9
  - Salary Range: $23.61 to $28.45
    $49,108.00 $59,176.00 (97% of Average)

REQUEST FOR COUNCIL ACTION

Date: 11/22/10
Item No.: 12.d

Department Approval

City Manager Approval

Item Description: Adopting the 2011 Utility Rate Adjustments

BACKGROUND

Over the past several months, City Staff has been reviewing the City's utility operations to determine whether rate adjustments are necessary for 2011. The analysis included the City's water, sanitary sewer, storm water drainage, and solid waste recycling operations.

The analysis entailed a review of:

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

Water Operations Overview: The City's water operation provides City customers with safe potable water, as well as on-demand water pressure sufficient to meet the City's fire protection needs. The City purchases its water supply from the City of St. Paul, which remains the single largest operating cost to the water operation. It is estimated that our wholesale water purchase costs will increase by 5.4%. In addition, the City's internal operating costs are expected to increase significantly due to higher capital replacement costs, the addition of a new full-time Utilities Engineer, and a reallocation of a portion of staffing-related costs from the City's sanitary sewer function. The staffing reallocation is based on recent employee time-spent profiles that were conducted in conjunction with the City's new program-based budgeting approach.

The 2011-2020 Capital Investment Plan call for an investment of nearly $1.1 million dollars per year in the City's water system. By comparison, the City is currently setting aside only $400,000 per year. To ensure that the City's water system infrastructure is replaced at the end of its useful life, sustained increases in the water rates will be necessary. Sustained rate increases will also be needed to improve the Water Fund's overall financial condition which is currently in a relatively poor position.

Sanitary Sewer Operations Overview: The City maintains a sanitary sewer collection system to ensure the general public's health and general welfare. The single largest operating cost to the sanitary sewer operation is the treatment costs paid to the Metropolitan Council Environmental Services Division (MCES). The MCES has notified us that our treatment costs are expected to increase by approximately 3.2% in 2010. This increase will be offset by the reallocation of some staffing-related costs to the City's water function.

The 2011-2020 Capital Investment Plan call for an investment of nearly $1 million dollars per year in the City's sanitary sewer system. By comparison, the City is currently setting aside only $500,000 per year. To ensure that the City's sanitary sewer system infrastructure is replaced at the end of its useful life, sustained increases in the sewer rates will be necessary.

The Sanitary Sewer Fund is in good financial condition which has allowed for lower-than-inflation rate increases over the last 5 years.

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

The 2011-20209 Capital Investment Plan calls for an investment of nearly $790,000 dollars per year in the City's sanitary sewer system. By comparison, the City is currently setting aside about $600,000 per year. To ensure that the City's stormwater system infrastructure is replaced at the end of its useful life, an increase in the stormwater rates will be necessary.

Like the Sanitary Sewer Fund, the Storm Water Drainage Fund is in good financial condition which has allowed for lower-than-inflation rate increases over the last 5 years.

Recycling Operations Overview: The recycling operation provides for the contracted curbside recycling pickup throughout the City. The primary operating cost is the amounts paid to a contractor to pickup recycling materials. The contractual agreement with the recycling contractor specifies that the City is to receive a portion of the monies generated from the re-sale of recycled materials. However, over the past year the City's revenue sharing portion has dropped dramatically from a high of $135,000 in 2008, to only $42,000 in 2009. Approximately $90,000 in revenue sharing monies is projected for 2011. The increase in program revenue sharing will be sufficient to avoid an increase in recycling fees charged to residents.

Discussion on the Conservation-Based Rate Structure

In January, 2009 the City instituted a new water conservation-based rate structure designed to encourage water conservation in conjunction with the goals and strategies outlined in the City's Imagine Roseville 2025 initiative, as well as a new State Law that required water service providers to encourage water conservation.

The new conservation-based rates were designed primarily to target ***excessive*** water usage. It is not unusual to see a 4 or 5 person household use 20-30,000 gallons per quarter for general use such as personal hygiene, cooking, and cleaning (as evidenced by the household's wintertime usage). In recognition of this, the new rate structure was designed to encourage conservation without unduly penalizing households for basic water use.

The new State Law did not mandate how each service provider should structure their rates, but it did offer examples that are commonly in use, such as using increasing block rates (tiered rate structure) and seasonal rates. The City's current rate structure employs both of these measures as shown in the following table.

Category	Usage Rate
Residential; Up to 30,000 gals./qtr	$ 1.95
Residential; Over 30,000 gals./qtr – winter rate	2.15
Residential; Over 30,000 gals./qtr – summer rate	2.35

In analyzing customer usage behaviors prior to 2009, it was evident that Roseville residents were already consuming less water than residents in many other communities. This is most likely due to the fact that relatively few residential properties in Roseville have irrigation systems, which is in contrast to some 2nd and 3rd ring suburbs. It may also stem from having a relatively smaller population per household.

Given that Roseville residents already had some forms of water conservation methods in place, it was projected that a new conservation-based rate structure was not likely to have a significant impact on the amount of residential water use.

Data Analysis

An aggregate analysis of residential water usage was made to compare household usage before and after the new conservation-based rates was instituted. The focus was placed on summertime usage where household usage was highest and therefore most sensitive to any rate changes.

Prior to the new rate structure, the average *summertime* household use was 23,000 gallons per quarter. After the new rate structure was put in place, average summertime household over the past two years dropped to 22,000 gallons per month – a 4% decrease.

Using this simple comparison one might conclude that the conservation rates had an impact and resulted in lower usage. However, the amount of rainfall during these summertime periods increased from 2.3 inches per month in 2008 to an average of 3.9 inches per month in 2009-2010. Arguably, the added rainfall during the past two years played a significant role in the decline in household usage.

A secondary analysis was conducted on a subset of the 400 highest residential water users in the City to determine whether those households that were most impacted by the new rate structure changed their consumption behavior. The analysis demonstrated that this subgroup exhibited the same usage patterns as those in the aggregate. Prior to the new rate structure, the average *summertime* household for this subgroup was 79,000 gallons per month. After the new rate structure was put in place, average summertime household over the past two years dropped to 75,000 gallons per month – a 6% decrease.

Like the aggregate group, it is suggested that this subgroup's decline in usage was also influenced by the increased rainfall amounts and not due to the higher rates that accompanied the new rate structure. Clearly this group was not averse to going well beyond the 30,000 gallon mark despite the higher rates.

Conclusion

While the data is somewhat inconclusive, it is evident that the presence of the *current* conservation-based rate structure has not had a significant impact on residential water usage. It's conceivable that the water rates could be increased to reach a price point that would change consumer behavior. However, this could disproportionally affect those households that have already exhausted their means of reducing their consumption.

It is suggested that there may be equally effective tools such as greater education and awareness or advocating for new societal norms that could achieve the same outcome as higher prices would.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

Based on the 2011 Preliminary Budget and rate impacts described above, Staff is recommending a rate increase for water, sewer, and storm sewer; and a rate decrease for recycling. With these suggested rate changes, a typical homeowner will pay approximately $127.85 per quarter, an increase of $5.75 or 4.7%. Additional detail is shown in the tables below.

Single Family Homes

Service	2010	2011	$ Change	% Change
Water – base fee	$ 27.75	$ 30.55	$ 2.80	
Water – usage fee	35.10	37.80	2.70	
Sanitary Sewer – base fee	23.35	23.35	-	
Sanitary Sewer – usage fee	22.50	23.40	0.90	
Storm Sewer	6.15	6.75	0.60	
Recycling	7.25	6.00	(1.25)	
Total	$ 122.10	$ 127.85	$ 5.75	4.7 %

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

Single Family Homes – with Utility Discount

Service	2010	2011	$ Change	% Change
Water – base fee	$ 18.00	$ 19.85	$ 1.85	
Water – usage fee	15.60	16.80	1.20	
Sanitary Sewer – base fee	14.55	14.55	-	
Sanitary Sewer – usage fee	10.00	10.40	0.40	
Storm Sewer	6.15	6.75	0.60	
Recycling	7.25	6.00	(1.25)	
Total	$ 71.55	$ 74.35	$ 2.80	3.9 %

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

Commercial Property

Service	2010	2011	$ Change	% Change
Water – base fee	$ 55.00	$ 60.50	$ 5.50	
Water – usage fee	500.00	540.00	40.00	
Sanitary Sewer – base fee	51.00	51.00	-	
Sanitary Sewer – usage fee	570.00	600.00	30.00	
Storm Sewer	285.00	313.00	28.50	
Recycling	-	-		
Total	$1,461.00	$1,565.00	$ 104.00	7.0 %

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

STAFF RECOMMENDATION

Based on the increasing costs noted above, Staff is recommending rate adjustments as shown in the attached resolution.

REQUESTED COUNCIL ACTION

Adopt the attached resolution establishing the 2011 Utility Rates.

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution establishing the 2011 Utility Rates

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

* * * * * * * * * * * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 22nd day of November, 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 _______

RESOLUTION ESTABLISHING THE 2011 UTILITY RATES

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, the water, sanitary sewer, storm drainage, and recycling rates be established for 2011 in accordance with Schedule A attached to this Resolution.

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

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of November, 2010 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of November, 2010.

____
William J. Malinen
City Manager

Seal

Schedule A

Water Base Rate

Category	2010 Base Rate	2011 Base Rate
Residential	$ 27.75	$ 30.55
Residential – Sr. Rate	18.00	19.85
Non-residential		
1.0" Meter	35.00	38.50
1.5" Meter	55.00	60.50
2.0" Meter	105.00	115.50
3.0" Meter	210.00	231.00
4.0" Meter	420.00	462.00
6.0" Meter	$ 840.00	$ 924.00

Water Usage Rate

Category	2010 Usage Rate	2011 Usage Rate
Residential; Up to 30,000 gals./qtr	$ 1.95	$ 2.10
Residential; Over 30,000 gals./qtr – winter rate *	2.15	2.35
Residential; Over 30,000 gals./qtr – summer rate **	2.35	2.60
Non-Residential – winter rate	2.50	2.70
Non-Residential – summer rate **	$ 2.75	$ 3.00

* Residential high water usage rate is 10% higher than basic rate
** Summer rate is 10% higher than highest winter rate for each property category

Sanitary Sewer Base Rate

Category	2010 Base Rate	2011 Base Rate
Residential	$ 23.35	$ 23.35
Residential – Sr. Rate	14.55	14.55
Residential – Multi family	16.10	16.10
Non-residential		
5/8" Meter	17.05	17.05
1.0" Meter	34.15	34.15
1.5" Meter	51.00	51.00
2.0" Meter	85.05	85.05
3.0" Meter	170.30	170.30
4.0" Meter	340.75	340.75
6.0" Meter	$ 681.45	$ 681.45

Sanitary Sewer Usage Rate

Category	2010 Usage Rate	2011 Usage Rate
Residential	$ 1.25	$ 1.30
Non-residential	$ 2.85	$ 3.00

Stormwater Rates

Category	2010 Flat Rate	2011 Flat Rate
Single Family & Duplex	$ 6.15	$ 6.75
Multi-family & Churches	47.50	52.25
Cemeteries & Golf Courses	4.75	5.25
Parks	14.25	15.70
Schools & Comm. Centers	23.75	26.15
Commercial & Industrial	$ 95.00	$ 104.50

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

Recycling Rates

Category	2010 Flat Rate	2011 Flat Rate
Single Family	$ 7.25	$ 6.00
Multi Family (per unit)	$ 4.90	$ 6.00

Meter Security Deposit

Category	2010 Flat Rate	2011 Flat Rate
5/8“ Meter	$ 75.00	$ 75.00
1.0” Meter	120.00	120.00
1.5” Meter	300.00	300.00
2” Meter	$ 400.00	$ 400.00

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

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REQUEST FOR COUNCIL ACTION

Date: November 22, 2010
Item No.: 13.a

Department Approval | City Manager Approval

W. J. Malinen

Item Description: Review and Approve Questions for a Resident Survey

BACKGROUND

At its October 25 meeting the City Council approved conducting a residential survey to assess citizens' satisfaction with various city services. The survey instrument from Cobalt Community Research is also designed to engage residents in budget and planning decisions.

City Council members have expressed a desire for greater citizen input on budget matters. To help ensure that the survey will provide the data that Councilmembers will find most helpful in making budget decisions, the Council included two stipulations in the motion to authorize the survey:

1. Questions must come before the City Council prior to their release; and
2. The Budget module must reflect the priorities as considered in the annual Budgeting for Priorities process, including non-levy areas of the budget.

Communications staff and the department heads reviewed the Budgeting for Priorities categories and the proposed performance standards to indentify items to be included in the survey. The items were then reviewed by Cobalt Community Research. Some titles used in the Budgeting for Priorities process may be technical in nature and not easily understood by the public so those titles have been modified for use in the survey.

Following approval, staff will work with Cobalt Community Research on the logistics of conducting the mail survey of the scientifically selected, statistically valid sample and the on-line survey that will be available for the general public. The survey will be conducted in January and data should be available for the Council in time for its annual goal setting meeting in February.

STAFF RECOMMENDATION

Provide feedback on the proposed questions and approve the final slate of questions.

REQUESTED COUNCIL ACTION

A motion to approve the questions for the resident survey.

Prepared by: Tim Pratt, Communications Specialist
Attachments: A: Proposed questions for the resident survey

City of Roseville Citizen Engagement and Priority Study **DRAFT 1**

Thank you for your participation in this study. Please take a few minutes to share your opinion. All answers will remain completely confidential - your name will not be shared. Please take a few moments to complete and return the survey in the enclosed postage-paid envelope.

1.) First, think about the ***transportation infrastructure*** in Roseville and rate it on the following attributes using a scale from 1 to 10, where 1 means ***"Poor"*** and 10 means ***"Excellent."***

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Road maintenance (patching, paving and plowing)	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Road signage	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Amount of traffic congestion on the roads	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Public transportation options	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Accommodation for bicycle and foot traffic	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

2.) Please rate your ***Roseville Fire Department*** on the following attributes:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Adequate fire coverage for the community	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Fire prevention education	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Quick response to fires	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Response to medical emergencies	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

3.) Next, rate the ***utility services*** (water, garbage, electricity, etc.) that you use on the following attributes:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Drinking water quality	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Adequate garbage collection	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

4.) Next, please rate your ***Roseville Police Department*** on the following attributes:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Respectful treatment of citizens	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Safety education	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Timely response	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

5.) How frequently do you use the ***parks and recreation*** facilities (such as the Skating Center, Arboretum) and programs (such as Rosefest, recreation classes)?

☐ *Never* ☐ *1-6 times a year* ☐ *6-12 times a year* ☐ *More than 12 times a year*

6.) Next, rate your ***local parks and recreation*** facilities and programs on the following attributes:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Facilities meet your needs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Facility maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Quality of recreational programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Variety of recreational programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

7.) Rate the ***city government*** in Roseville on the following:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Having leaders who are trustworthy											
Offering services that are well-managed											
Having employees who are well-trained											
Communicating effectively to the community											
Using dollars wisely											
Responsiveness to citizen ideas and involvement											

8.) Rate ***community events*** (such as Rosefest, Summer Entertainment Series) on the following:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Range of cultural offerings											
Strong and vibrant arts community											
Variety of festivals and community events											

9.) Rate the ***economic health*** of your community on the following aspects:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Cost of living											
Quality of jobs											
Affordability of housing											
Availability of jobs											
Stability of property values											
Strength of local economy											

10.) Thinking about the ***diversity of the people*** who live in your community, please rate the following:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Don't Know*
Degree of ethnic diversity in your community											
Level of interaction between ethnic groups											
Support of ethnic and religious diversity by community groups, businesses, houses of worship and local government											

11.) Have you paid property taxes in the last 12 months?

☐ *Yes* ☐ *No* ***(Please skip to Q.13)***

12.) Rate your ***local property taxes*** on the following attributes:

	Poor 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Excellent 10*	*Not Applicable*
Fairness of property appraisals											
Adequate period to pay taxes											
Ease of understanding the bills											
Fairness of tax levels											
Amount and quality of services you receive for the local taxes you pay											

13.) Consider all your experiences in the last year in the City of Roseville. Use a 10 point scale, where 1 means ***"Very Dissatisfied"*** and 10 means ***"Very Satisfied."***

Very Dissatisfied= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Very Satisfied= 10*
☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

14.) Consider all your expectations of the City of Roseville. Use a 10 point scale where 1 means ***"Falls Short of Your Expectations"*** and 10 means ***"Exceeds Your Expectations."*** To what extent has Roseville fallen short of or exceeded your expectations?

Falls Short= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Exceeds= 10*
☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

15.) Imagine an ideal community. How closely does the City of Roseville compare with that ideal? Please use a 10 point scale where 1 is ***"Not Very Close to the Ideal"*** and 10 is ***"Very Close to the Ideal."***

Not Very Close= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Very Close= 10*
☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

16.) On a scale where 1 means ***"Not at All Likely"*** and 10 means ***"Very Likely,"*** how likely are you to take the following actions:

	Not at All Likely= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Very Likely=10*
Recommend the community as a place to live	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Remain living in the community ***five*** years from now	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Be a community volunteer	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Encourage someone to start a business in the community	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Support the current City of Roseville government administration	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

17.) On a scale where 1 is ***"Strongly Disagree"*** and 10 is ***"Strongly Agree,"*** to what degree do you agree or disagree that your community is:

	Strongly Disagree= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*Strongly Agree= 10*	*Don't Know*
A safe place to live	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Enjoyable place for children	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Enjoyable place for unmarried young adults	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Enjoyable place for senior citizens	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Enjoyable place for everyone else	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Physically attractive	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
A great place to live	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
A great place to have a business	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Growing responsibly	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
A safe place to bike and walk	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
A safe place to walk at night	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
A perfect community for me	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

City Government

Think about the following City services and rate your satisfaction with each using a scale from 1 to 10, where 1 means **"Low satisfaction"** and 10 means **"High satisfaction."** If you are not familiar with the service, mark **"Don't Know."**

Community Safety

	Low= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*High= 10*	*Don't Know*
Animal Control	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Emergency Medical Services	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Firefighting Services	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Fire Prevention Inspections	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Crime Investigations	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Patrols in Your Neighborhood	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Citizen Outreach Programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Streets and Sidewalks

	Low= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*High= 10*	*Don't Know*
Litter Pickup along Boulevard	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Tree and Plant Maintenance along Boulevard	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Snowplowing of Streets	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Street Maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Street Lighting	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Traffic Congestion	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Snowplowing of Pathways and Trails	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Pathways and Trails Maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

City Communication and Engagement

	Low= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*High= 10*	*Don't Know*
Customer Service by City Staff	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Elections/Ease of Voting	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Roseville Cable Channel 16	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
City Newsletter	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
City Website	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Providing for Residents of All Age Groups	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

City Activities

	Low= 1	*2*	*3*	*4*	*5*	*6*	*7*	*8*	*9*	*High= 10*	*Don't Know*
Appearance/Cleanliness of City Facilities	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Providing Community Facilities	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Cedarholm Golf Course	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Harriet Alexander Nature Center	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Muriel Sahlin Arboretum	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Park/Playground Maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Recreational Facilities	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Recreational Programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Skating Center/OVAL	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Protecting the Environment	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Water quality in Lakes and Ponds	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Other City Services

	Low= 1	2	3	4	5	6	7	8	9	High= 10	Don't Know
Building Codes/Permitting	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Drinking Water Quality	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Flood Protection	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Housing Code/Nuisance Property Enforcement	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Housing Programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Clean Up Day	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Leaf Pickup Program	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
License Center	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Recycling Collection	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Reliability of Sewer Services	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Funding Priority

Next, think about the following services and rate how much priority the city should place on funding the service in the face of potential budgetary shortfalls. Use a scale where 1 means **"Low Priority"** and **10 means "High Priority."**

Community Safety

	Low= 1	2	3	4	5	6	7	8	9	High= 10
Animal Control	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Emergency Medical Services	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Firefighting Services	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Fire Prevention Inspections	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Crime Investigations	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Patrols in Your Neighborhood	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Police Citizen Outreach Programs	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Streets and Sidewalks

	Low= 1	2	3	4	5	6	7	8	9	High= 10
Litter Pickup along Boulevard	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Tree and Plant Maintenance along Boulevard	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Snowplowing of Streets	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Street Maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Street Lighting	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Traffic Congestion	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Snowplowing of Pathways and Trails	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Pathways and Trails Maintenance	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

City Communication and Engagement

	Low= 1	2	3	4	5	6	7	8	9	High= 10
Customer Service by City Staff	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Elections/Ease of Voting	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Roseville Cable Channel 16	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
City Newsletter	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
City Website	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Providing for Residents of All Age Groups	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

City Activities

	Low= 1	2	3	4	5	6	7	8	9	High= 10
Appearance/Cleanliness of City Facilities										
Providing Community Facilities										
Cedarholm Golf Course										
Harriet Alexander Nature Center										
Muriel Sahlin Arboretum										
Park/Playground Maintenance										
Recreational Facilities										
Recreational Programs										
Skating Center/OVAL										
Protecting the Environment										
Water quality in Lakes and Ponds										

Other City Services

	Low= 1	2	3	4	5	6	7	8	9	High= 10
Building Codes/Permitting										
Drinking Water Quality										
Flood Protection										
Housing Code/Nuisance Property Enforcement										
Housing Programs										
Clean Up Day										
Leaf Pickup Program										
License Center										
Recycling Collection										
Reliability of Sewer Services										

Addressing Budgetary Shortfalls

Because of the weak economy and falling property valuations, the city is looking at ways to address the budget shortfall. If there is not adequate funding to provide each service below, please specify the **budgetary actions you would support** for each service. (Mark all that apply).

Community Safety

	Eliminate the Service	Reduce Service Levels	Maintain Current Service Levels	Raise Taxes & Fees
Animal Control				
Emergency Medical Services				
Firefighting Services				
Fire Prevention Inspections				
Police Crime Investigations				
Police Patrols in Your Neighborhood				
Police Citizen Outreach Programs				

Streets and Sidewalks

	Eliminate the Service	*Reduce Service Levels*	*Maintain Current Service Levels*	*Raise Taxes & Fees*
Litter Pickup along Boulevard	☐	☐	☐	☐
Tree and Plant Maintenance along Boulevard	☐	☐	☐	☐
Snowplowing of Streets	☐	☐	☐	☐
Street Maintenance	☐	☐	☐	☐
Street Lighting	☐	☐	☐	☐
Traffic Congestion	☐	☐	☐	☐
Snowplowing of Pathways and Trails	☐	☐	☐	☐
Pathways and Trails Maintenance	☐	☐	☐	☐

City Communication and Engagement

	Eliminate the Service	*Reduce Service Levels*	*Maintain Current Service Levels*	*Raise Taxes & Fees*
Customer Service by City Staff	☐	☐	☐	☐
Elections/Ease of Voting	☐	☐	☐	☐
Roseville Cable Channel 16	☐	☐	☐	☐
City Newsletter	☐	☐	☐	☐
City Website	☐	☐	☐	☐
Providing for Residents of All Age Groups	☐	☐	☐	☐

City Activities

	Eliminate the Service	*Reduce Service Levels*	*Maintain Current Service Levels*	*Raise Taxes & Fees*
Appearance/Cleanliness of City Facilities	☐	☐	☐	☐
Providing Community Facilities	☐	☐	☐	☐
Cedarholm Golf Course	☐	☐	☐	☐
Harriet Alexander Nature Center	☐	☐	☐	☐
Muriel Sahlin Arboretum	☐	☐	☐	☐
Park/Playground Maintenance	☐	☐	☐	☐
Recreational Facilities	☐	☐	☐	☐
Recreational Programs	☐	☐	☐	☐
Skating Center/OVAL	☐	☐	☐	☐
Protecting the Environment	☐	☐	☐	☐
Water quality in Lakes and Ponds	☐	☐	☐	☐

Other City Services

	Eliminate the Service	*Reduce Service Levels*	*Maintain Current Service Levels*	*Raise Taxes & Fees*
Building Codes/Permitting	☐	☐	☐	☐
Drinking Water Quality	☐	☐	☐	☐
Flood Protection	☐	☐	☐	☐
Housing Code/Nuisance Property Enforcement	☐	☐	☐	☐
Housing Programs	☐	☐	☐	☐
Clean Up Day	☐	☐	☐	☐
Leaf Pickup Program	☐	☐	☐	☐
License Center	☐	☐	☐	☐
Recycling Collection	☐	☐	☐	☐
Reliability of Sewer Services	☐	☐	☐	☐

The following questions are for analysis only and will not be used in any way to identify you.					
How long have you been living in this community?	*One year or less*	*1-5 years*	*6-10 years*	*More than 10 years*	
Do you own or rent/lease your residence?	*Own*	*Rent/Lease*			
Do you currently work inside the city?	*Yes*	*No, outside the city*	*No, I am unemployed*	*I am retired*	
What is your age group?	*18 to 24*	*35 to 44*	*55 to 64*	*75 or older*	
	25 to 34	*45 to 54*	*65 to 75*		
Which of the following categories best describes your level of education?	*Some high school*	*High school graduate*	*Some college*	*College graduate*	*Graduate degree(s)*
Which of the following categories includes your total family income last year?	*$25,000 or less*	*$50- $100,000*	*Over $150,000*		
	$25-$50,000	*$100-$150,000*			
Please indicate your marital status:	*Single*	*Married/living with partner*	*Widowed/separated/ divorced*		
Mark the boxes that describe the people living in your house (other than yourself and/or a spouse). Check all that apply.	*Child(ren) age 12 or under*	*Child(ren) over age 12*	*Parent age 65 or older*	*None of these*	
What is your gender?	*Male*	*Female*			
Please check all that apply: To which group(s) do you belong?	*Asian*	*Black/African American*	*American Indian/Alaska Native/Native Hawaiian*	*Other*	
	White/Caucasian	*Hispanic/Latino*			

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/2010
Item No.: 13.b.1

Department Approval | City Manager Approval

Item Description: Continue Discussion on the 2011 Tax Levy and Recommended Budget

BACKGROUND

At the November 15, 2010 City Council meeting, the Council raised a few budget-related inquiries and requested copies of the work papers Staff used in formulating a City Manager Recommended Budget. One of the inquiries pertained to the capital items that were included in the Council-adopted 2011 Preliminary Budget.

As was noted during the discussion, some of the capital items included in the CIP was not ultimately included in the Budget, or were not funded at originally prescribed amounts. In an effort to highlight those items that have been funded, the following list of general capital items and equipment has been prepared.

The following list of items represents <u>new</u> capital funding and total $236,375:

- ❖ $64,000 for street light replacement (Prior/Perimeter drive; Victoria)
- ❖ $57,000 for additional pathway and parking lot repairs
- ❖ $9,000 Police Officer sidearms
- ❖ $15,000 Squad car conversion costs
- ❖ $3,000 Long gun parts for squads
- ❖ $15,000 SWAT team bullet-resistant vests
- ❖ $2,500 Police tactical gear
- ❖ $2,000 Outdoor warning siren repairs
- ❖ $5,000 Computer replacements
- ❖ $2,375 Police lobby furniture, fixtures, etc.
- ❖ $18,500 Fuel system leak detection device
- ❖ $43,000 for Skating Center (OVAL lobby and locker room flooring, exterior painting)

In addition to these items, the 2011 Preliminary Budget also includes $772,000 <u>on-going</u> funding for the following capital items:

- ❖ $185,000 Park Improvement Program
- ❖ $25,000 Building maintenance
- ❖ $171,000 Police vehicle replacements
- ❖ $80,000 Fire vehicle replacements
- ❖ $160,000 Street and Engineering vehicle replacements

- ❖ $51,000 Parks & Recreation vehicle replacements
- ❖ $50,000 Computer and network systems replacement
- ❖ $50,000 Fiber network with Roseville Schools

POLICY OBJECTIVE

Establishing a final budget in advance of the public hearing will allow for maximum transparency of program costs and taxpayer impacts and will communicate the Council's budget priroities.

FINANCIAL IMPACTS

See above.

STAFF RECOMMENDATION

Staff recommends that the Council make any final changes to program priorities, spending targets, or revised tax levy impacts no later than the November 22nd Council meeting.

REQUESTED COUNCIL ACTION

Continue setting budget priorities and establish target spending limits for the 2011 Budget.

Prepared by: Chris Miller, Finance Director

Attachments:
A: 2011 City Council Tax-Supported Program rankings and Preliminary Budget
B: 2011 City Council Other Program rankings and Preliminary Budget
C: Ranking methodology
D: Program descriptions

City of Roseville

Priority-Based Budgeting **Attachment A**

Tax-Supported Programs

2011

Department / Division	Program / Function	8/9/2010 2011 Program Cost Current	Composite Council Rank	Klausing Rank	Ihlan Rank	Pust Rank	Roe Rank	Johnson Rank	Diff. + / -
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	292,078	-	-	-	-	-	-	-
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	2,256,492	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	200,477	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)	562,260	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	408,474	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

City of Roseville

Priority-Based Budgeting **Attachment A**

Tax-Supported Programs

2011

Department / Division	Program / Function	8/9/2010 2011 Program Cost Current	Composite Council Rank	Klausing Rank	Ihlan Rank	Pust Rank	Roe Rank	Johnson Rank	Diff. + / -
47 Police Patrol	Public Safety Promo / Community Interaction	604,924	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							

City of Roseville **Attachment B**

Priority-Based Budgeting
Summary of Non-Tax Programs
2011

Department / Division	Program / Function	8/16/2010 2011 Program Cost Current			
Planning	Planning - Current	300,235			
Planning	Planning - Long Range	59,842			
Planning	Zoning Code Enforcement	23,702			
Planning	Organizational Management	23,554			
Econ. Development	Economic Development and Redevelopment	104,869			
Econ. Development	Organizational Management	7,744			
Code Enforcement	Building Codes Review and Permits	408,335			
Code Enforcement	Nuisance Code Enforcement	33,981			
Code Enforcement	Organizational Management	64,501			
GIS	GIS	65,679			
GIS	Organizational Management	4,882	------------->	1,097,324	Total Community Development
Communications	Newsletter / News Reporting	143,552			
Communications	Audio / Visual	69,274			
Communications	Internet / Website	48,154			
Communications	NSCC Member Dues	84,500	------------->	345,480	Total Communications
Info Technology	Enterprise Applications	288,538			
Info Technology	Network Services	60,683			
Info Technology	PDA/Mobile Devices	13,219			
Info Technology	Server Management	49,087			
Info Technology	Telephone/Radio Systems	82,937			
Info Technology	Computer/End User Support	551,331			
Info Technology	User Administration	77,684			
Info Technology	Internet Connectivity	33,688			
Info Technology	Facility Security Systems	2,718			
Info Technology	Organizational Management	3,705	------------->	1,163,590	Total Information. Technology
License Center	Passport Issuance	108,069			
License Center	Motor Vehicle Transactions	479,071			
License Center	Identity Applications	144,418			
License Center	DNR Transactions	28,512			
License Center	Daily Sales Reporting & Cash Reconciliation	143,748			
License Center	Inventory and Supplies	16,565			
License Center	Customer Communications/Problem Solving	134,044			
License Center	Bad Check Recording & Recovery	10,989			
License Center	Organizational Management	79,308	------------->	1,144,724	Total License Center
Lawful Gambling	Gambling Licenses & Reports	50,660			
Lawful Gambling	Community Donations	80,000	------------->	130,660	Total Lawful Gambling
Water	Infrastructure Maintenance & Repair	749,891			
Water	System Monitoring & Regulation	138,272			
Water	Customer Response	112,099			
Water	GIS	25,106			
Water	Utility Billing	189,891			
Water	Metering	442,786			
Water	Wholesale Water Purchase from St. Paul	4,400,000			
Water	System Depreciation	250,000			
Water	Admin Service Charge	350,000			
Water	Organizational Management	412,770	------------->	7,070,815	Total Water
Sewer	Infrastructure Maintenance & Repair	846,840			
Sewer	Customer Response	63,415			
Sewer	GIS	34,298			
Sewer	Sewage Treatment Costs	2,750,000			
Sewer	System Depreciation	190,000			
Sewer	Admin Service Charge	275,000			
Sewer	Organizational Management	254,045	------------->	4,413,598	Total Sewer
Storm Sewer	Infrastructure Maintenance & Repair	882,267			
Storm Sewer	Street Sweeping	279,513			
Storm Sewer	Leaf Collection / Compost Maintenance	263,938			
Storm Sewer	System Depreciation	210,000			
Storm Sewer	Admin Service Charge	78,000			
Storm Sewer	Organizational Management	68,626	------------->	1,782,344	Total Storm Sewer
Recycling	Program Administration	21,077			
Recycling	Communications	16,061			
Recycling	Data Reporting / Outreach efforts	9,442			
Recycling	Recycling Pickup Contractor	435,000			
Recycling	Admin Service Charge	10,000	------------->	491,580	Total Recycling
Golf	Clubhouse Operations	181,154			
Golf	Grounds Maintenance	127,486			
Golf	Department-Wide Support	51,310	------------->	359,950	Total Golf
		$ 18,000,065			

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 NWYFS 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

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.

Elections

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

Legal

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

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

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

Finance, Central Services, Insurance

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

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

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

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

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

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

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

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

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

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

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.

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

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

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

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

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

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

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

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

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

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

Investigations: Criminal Prosecutions - Present and forward cases to City/County Attorney, Probation, Child Protection, and other law enforcement/public safety agencies.

Investigations: Organizational Management - Personnel supervision, training, compliance with ordinances and statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency; define/establish/attain overall goals and objectives. Reviewing cases to determine which cases require follow-up or review by detectives based on solvability and case load. Coordination and supervision of major investigations and crime scenes.

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

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

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

Fire

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

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

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

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

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

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

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

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

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

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 the 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.

Sanitary Sewer: Infrastructure Maintenance & Repair - Preventative maintenance & repair of 145 miles sanitary sewer lines and 3,116 sewer manholes. Operate, monitor, maintain & repair lift stations to meet operational standards and necessary reliability.

Sanitary Sewer: Customer Response - Respond to customer inquiries and provide assistance for approximately 10,500 sewer customers. Issues, such as sewer backups are investigated and repaired/resolved 24/7.

Sanitary Sewer: Capital Improvement - Maintain/replace as needed.

Sanitary Sewer: Organizational Management - Supervise/oversee utility staff, organize training, sewer purchases, manage budget, departmental planning of sewer utility to maintain services.

Water: Infrastructure Maintenance & Repair – Preventative maintenance & repair of the water utility infrastructure, including 160 miles of watermains and 1,711 fire hydrants. Monitor, maintain & repair pump station and water tower.

Water: System Monitoring & Regulation - Monitor the water infrastructure and operations for continuous supply, and respond as necessary to ensure continuous service. Test sample as required by regulatory agencies.

Water: Customer Response - Respond to daily customer calls and inquiries, investigate and repair, and educate the customer.

Water: Metering - Reading of approximately of 3,000 water meters per month, plus re-reads and transfer reads. Repair, replace, and inspect water meters as necessary. Maintain all City meters and curb stops (approximately 10,300 each).

Water: Capital Improvement - Rehabilitate or replace water utility infrastructure as needed.

Water: Organizational Management - Supervise/oversee water utility staff, organize training, water purchases, budgetary control, planning, leading, and organizing.

Stormwater: Infrastructure Maintenance & Repair - Preventative maintenance and repair of 135 miles storm sewer mainline. Maintain, inspect and repair 3,500 catch basins and storm water lift stations.

Stormwater: Street Sweeping - Bi-Annual sweeping of city streets and as needed sweeping of streets to keep neighborhoods clean and livable and to protect our ponds, lakes, and wetlands.

Stormwater: Leaf Collection - Annual leaf collection program to remove leaves, clean streets to help keep leaves out of storm sewers and ponds. Maintain the compost site to minimize odors and efficiently compost material, deliver compost and wood chips.

Stormwater: Organizational Management - Supervise/oversee storm utility staff, training, storm purchases; manage budget, departmental planning of storm utility to maintain services.

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.

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

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

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

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

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

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

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

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

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

Community Development

Planning: Current – Receive and review all land use applications (Plats, conditional uses, variances, etc), and guides the application through the approval process.

Planning: Long Range – Conducts studies and projects as required by state law (Comprehensive Plan and Zoning code updates) as well as special studies and projects as needed (i.e. lot split study, rental licensing study).

Zoning Code Enforcement – Investigation of violations of the City zoning code regarding land use, setbacks, sign codes and enforcing the correction of said violations.

Organizational Management – Oversee the implementation of all department functions

Economic Development – Works on the creation and the administration of TIF Districts. Conduct business retention and recruitment activities. Apply for economic development grant and loan funds to be used for projects.

Building Codes / Permits – Review plans for all residential and commercial improvements in City, issue the required permits and conduct inspections of improvements to ensure compliance with state and local codes.

Nuisance Code Enforcement – Investigation of all nuisance complaints (junk, property maintenance, tall grass) and enforcing the correction of said violations. Also conduct the Neighborhood Enhancement Program.

GIS – Create and maintain electronic property data base for City staff and public use. Create mailing list for public hearing notices. Maintain online mapping system and city website. Serve as Department Coordinator for electronic archiving of files.

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/22/2010
Item No.: 13.b.2

Department Approval | City Manager Approval

Item Description: Continue Discussion on the 2011 Tax Levy and Recommended Budget

BACKGROUND

At the November 15, 2010 City Council meeting, the Council raised a few budget-related inquiries and requested copies of the work papers Staff used in formulating a City Manager Recommended Budget. Enclosed are the budget workpapers (*Attachment C*), a summary by major operating division (*Attachment A*), along with a reconciliation of the major increases/decreases for each major operating division (*Attachment B*).

As mentioned during the previous Council meeting, the Council is reminded that the amounts shown on the workpapers will NOT necessarily equate to the amounts shown in the City Manager Recommended Budget. In addition, detailed listings of supplies, materials, and other line-items do not necessarily represent the same specific items that will be included in the Final Budget. Those refinements are not expected to be made until the Final Budget is adopted.

POLICY OBJECTIVE

Establishing a final budget in advance of the public hearing will allow for maximum transparency of program costs and taxpayer impacts and will communicate the Council's budget priroities.

FINANCIAL IMPACTS

See above.

STAFF RECOMMENDATION

Staff recommends that the Council make any final changes to program priorities, spending targets, or revised tax levy impacts no later than the November 22nd Council meeting.

REQUESTED COUNCIL ACTION

Continue setting budget priorities and establish target spending limits for the 2011 Budget.

Prepared by: Chris Miller, Finance Director
Attachments: A: 2011 Budget Summary
B: 2011 Budget Summary Reconciliation
C: 2011 Budget Workpapers

Attachment A

City of Roseville
Budget Expenditure Summary

	2007 Actual	2008 Actual	2009 Actual	2010 Budget	**2011 DH Budget**	**2011 CM Budget**	$$ Increase (Decrease)	% Increase (Decrease)
City Council	164,350	170,028	176,030	179,560	**186,490**	**183,790**	4,230	2.36%
Human Rights Commission	1,453	3,242	3,179	2,000	**2,250**	**2,250**	250	12.50%
Ethics Commission	316	15	227	500	**300**	**2,500**	2,000	0.00%
Code Enforcement	-	-	-	-	-	**165,000**	165,000	0.00%
	-	-	-	-	-	-	-	0.00%
City Council & Commissions	166,119	173,285	179,436	182,060	**189,040**	**353,540**	171,480	94.19%
Administration	406,303	456,534	475,314	464,240	**499,575**	**480,755**	16,515	3.56%
Elections	21,486	76,556	26,806	80,655	**80,655**	**80,655**	-	0.00%
Legal	267,515	284,262	295,912	285,000	**300,000**	**293,425**	8,425	2.96%
Roseville Area Senior Program	-	-	-	-	-	-	-	0.00%
Finance Department	485,906	540,635	538,206	563,030	**610,190**	**600,670**	37,640	6.69%
Central Services	61,391	77,066	56,920	74,267	**73,500**	**73,500**	(767)	-1.03%
General Insurance	62,000	80,000	80,000	77,643	**84,000**	**84,000**	6,357	8.19%
Contingency	32,129	46,939	-	-	-	-	-	#DIV/0!
Administration & Finance	1,336,729	1,561,991	1,473,157	1,544,835	**1,647,920**	**1,613,005**	68,170	4.41%
Subtotal General Government	1,502,848	1,735,275	1,652,593	1,726,895	**1,836,960**	**1,966,545**	239,650	13.88%
Police Administration	357,569	380,681	363,598	453,300	**955,135**	**934,585**	481,285	106.17%
Police Patrol Operations	3,788,283	4,183,283	4,321,089	4,454,020	**4,638,805**	**4,324,705**	(129,315)	-2.90%
Police Investigations	739,070	796,783	832,857	902,525	**891,560**	**889,020**	(13,505)	-1.50%
Community Services	71,796	111,859	104,910	61,095	**65,955**	**65,955**	4,860	7.95%
Emergency Management	22,657	28,446	2,927	19,785	**25,185**	**10,185**	(9,600)	-48.52%
Lake Patrol	1,659	1,659	1,659	1,900	**1,900**	**1,900**	-	0.00%
Youth Service Bureau	-	-	-	-	-	-	-	0.00%
Police Operations	4,981,033	5,502,710	5,627,041	5,892,625	**6,578,540**	**6,226,350**	333,725	5.66%
Fire Administration	335,792	342,893	325,752	293,390	**327,070**	**205,855**	(87,535)	-29.84%
Fire Prevention	167,438	175,106	178,444	189,635	**194,135**	**191,235**	1,600	0.84%
Fire Fighting	1,323,344	1,144,165	907,626	1,099,625	**1,270,215**	**1,188,730**	89,105	8.10%
Fire Training	57,623	43,616	28,219	40,150	**100,355**	**100,355**	60,205	149.95%
Fire Operations	1,884,197	1,705,780	1,440,041	1,622,800	**1,891,775**	**1,686,175**	63,375	3.91%
Fire Relief Association	250,900	301,000	209,228	433,000	**355,000**	**355,000**	(78,000)	-18.01%
Fire Relief Contribution	250,900	301,000	209,228	433,000	**355,000**	**355,000**	(78,000)	-18.01%
Subtotal Public Safety	7,116,131	7,509,491	7,276,309	7,948,425	**8,825,315**	**8,267,525**	319,100	4.01%

City of Roseville
Budget Expenditure Summary

	2007 Actual	2008 Actual	2009 Actual	2010 Budget	**2011 DH Budget**	**2011 CM Budget**	$$ Increase (Decrease)	% Increase (Decrease)
Public Works Administration	649,950	687,128	696,682	688,600	**913,576**	**902,469**	213,869	31.06%
Street Department	1,002,476	1,158,695	860,021	1,190,160	**1,446,300**	**1,388,410**	198,250	16.66%
Street Lighting	187,144	172,584	191,515	200,000	**64,000**	**64,000**	(136,000)	-68.00%
Building Maintenance	358,040	352,584	293,797	383,400	**495,882**	**476,003**	92,603	24.15%
Central Garage	146,862	130,260	206,805	157,425	**193,968**	**191,043**	33,618	21.35%
Public Works	2,344,472	2,501,252	2,248,820	2,619,585	**3,113,726**	**3,021,925**	402,340	15.36%
* **TOTAL GENERAL FUND**	**10,963,451**	**11,746,017**	**11,177,722**	**12,294,905**	**13,776,001**	**13,255,995**	**961,090**	**7.82%**

City of Roseville
Budget Expenditure Summary

	2007 Actual	2008 Actual	2009 Actual	2010 Budget	2011 DH Budget	2011 CM Budget	$$ Increase (Decrease)	% Increase (Decrease)
Parks & Recreation Administration	667,872	711,379	-	749,995	**549,166**	**540,651**	(209,344)	-27.91%
Recreation Fee Activities	575,436	608,367	-	574,040	**1,266,725**	**1,241,276**	667,236	116.24%
Recreation Non-fee Activities	73,806	71,042	-	63,645	-	-	(63,645)	-100.00%
Recreation Nature Center	107,865	113,044	-	122,890	-	-	(122,890)	-100.00%
Recreation Activity Center	87,516	97,612	-	110,000	-	-	(110,000)	-100.00%
Skating Center	1,023,682	1,007,180	-	1,074,125	**1,143,069**	**1,079,342**	5,217	0.49%
* **Parks & Recreation Fund**	**2,536,177**	**2,608,625**	-	**2,694,695**	**2,958,960**	**2,861,269**	**166,574**	**6.18%**
Economic Development	137,482	157,032	-	214,825	**113,851**	**112,613**	(102,212)	-47.58%
Planning	265,539	361,899	-	266,445	**412,560**	**407,333**	140,888	52.88%
GIS	69,940	75,927	-	79,775	**71,603**	**70,561**	(9,214)	-11.55%
Code Enforcement	600,367	628,203	-	699,250	**679,027**	**506,817**	(192,433)	-27.52%
Transfer Out	-	-	-	-	-	-	-	0.00%
Community Development Fund	**1,073,328**	**1,223,061**	-	**1,260,295**	**1,277,041**	**1,097,324**	**(162,971)**	**-12.93%**
Information Technology	760,286	763,533	-	1,000,700	**1,163,590**	**1,163,590**	162,890	16.28%
Communications	297,205	288,887	-	327,650	**345,480**	**345,480**	17,830	5.44%
License Center	1,111,938	1,039,799	-	1,085,375	**1,144,725**	**1,144,725**	59,350	5.47%
Charitable Gambling	63,026	68,291	-	73,300	**50,660**	**50,660**	(22,640)	-30.89%
Charitable Gambling Donations	110,000	76,000	-	80,000	**80,000**	**80,000**	-	0.00%
* Parks Maintenance	831,731	977,610	-	994,805	**1,127,805**	**964,605**	(30,200)	-3.04%
Housing	-	-	-	-	-	-	-	0.00%
Special Purpose Operating Funds	**3,174,186**	**3,214,120**	-	**3,561,830**	**3,912,260**	**3,749,060**	**187,230**	**5.26%**
* Vehicle Replacement	494,666	615,294	-	-	-	-	-	#DIV/0!
* Equipment Replacement	133,436	157,177	-	50,000	**50,000**	**50,000**	-	0.00%
* Building Replacement	600,981	2,386,369	-	25,000	**25,000**	**25,000**	-	0.00%
* Park Improvements	47,793	219,823	-	185,000	**185,000**	**185,000**	-	0.00%
* EAB	-	-	-	-	**100,000**	**100,000**	100,000	#DIV/0!
* Pathway Maintenance	113,625	115,097	-	135,876	-	-	(135,876)	-100.00%
Pathway Construction	4,822	-	-	-	-	-	-	0.00%
* Boulevard Landscaping	23,707	23,747	-	58,233	-	-	(58,233)	-100.00%
Capital Replacement Funds	**1,419,030**	**3,517,507**	-	**454,109**	**360,000**	**360,000**	**(94,109)**	**-20.72%**

City of Roseville
Budget Expenditure Summary

	2007 Actual	2008 Actual	2009 Actual	2010 Budget	**2011 DH Budget**	**2011 CM Budget**	$$ Increase (Decrease)	% Increase (Decrease)
MSA Construction	-	-	-	-	**-**	-	-	0.00%
Special Assessment Construction	506,006	1,456,208	-	800,000	**800,000**	**800,000**	-	0.00%
Infrastructure Replacement	-	-	-	1,000,000	**1,000,000**	**1,000,000**	-	0.00%
Capital Improvement Funds	**506,006**	**1,456,208**	-	**1,800,000**	**1,800,000**	**1,800,000**	-	**0.00%**
Subtotal Capital Replacements	1,925,036	4,973,715	-	2,254,109	2,160,000	2,160,000	(94,109)	-4.17%
G.O. Improvement Bonds	468,950	468,950	-	310,000	**310,000**	**310,000**	-	0.00%
G.O. Facility Bonds	862,378	867,115	-	825,000	**825,000**	**825,000**	-	0.00%
Equipment Certificates	-	-	-	355,000	**355,000**	**355,000**	-	0.00%
Add'l for internal loan	-	-	-	490,000	-	-	(490,000)	0.00%
* **Debt Service Funds**	**1,331,328**	**1,336,065**	-	**1,980,000**	**1,490,000**	**1,490,000**	**(490,000)**	**-24.75%**
Tax Increment Pay-as-you-go	**540,666**	**687,078**	-	**900,000**	**500,000**	**500,000**	(400,000)	-44.44%
Sanitary Sewer Utility	3,035,276	3,508,997	-	4,417,300	**4,419,674**	**4,413,598**	(3,702)	-0.08%
Water Utility	4,739,327	4,910,358	-	5,993,150	**7,079,805**	**7,070,815**	1,077,665	17.98%
Stormwater Utility	826,298	726,136	-	1,510,875	**1,787,176**	**1,782,344**	271,469	17.97%
Solid Waste Recycling	443,984	467,847	-	449,000	**491,580**	**491,580**	42,580	9.48%
Golf Course	366,004	365,840	-	383,300	**359,950**	**359,950**	(23,350)	-6.09%
	-	-	-	-	-	-	-	0.00%
Enterprise Funds	**9,410,888**	**9,979,179**	-	**12,753,625**	**14,138,185**	**14,118,287**	**1,364,662**	**10.70%**
Parks Infrastructure Trust Fund	-	-	-	-	-	-	-	0.00%
Tax Reduction Fund	1,900,963	-	-	-	-	-	-	0.00%
Roseville Lutheran Cemetary	4,348	4,500	-	4,500	**4,500**	**4,500**	-	0.00%
Permanent Trust Funds	**1,905,311**	**4,500**	-	**4,500**	**4,500**	**4,500**	-	**0.00%**
Combined Budget - All Funds	**32,860,369**	**35,772,361**	**11,177,722**	**37,703,959**	**40,216,947**	**39,236,435**	**1,532,476**	**4.06%**
* **Combined Budget - Tax Supported Funds**	**17,081,716**	**20,185,824**	**11,177,722**	**18,418,514**	**19,712,766**	**18,931,869**	**513,355**	**2.79%**
** **Combined Budget - Tax Supported Funds for non-capital (sinking) funds** --------> excludes vehicle replacement funds	**14,521,306**	**15,690,919**	**11,177,722**	**16,363,514**	**18,047,766**	**17,266,869**	**903,355**	**5.52%**

City of Roseville
Budget Reconciliation

Attachment B

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend		Amount Reduced		$$ Increase	% Increase
City Council	179,560	186,490	182,790		3,700		3,230	1.8%
			Eliminate TNT Notices		2,700		1,050	Training
			Reduced memberships		1,000		2,180	Financial Audit per contract
				$	**3,700**	**$**	**3,230**	
Commissions	2,500	2,550	4,750		(2,200)		2,250	90.0%
			Additional for Ethics		(2,200)		2,250	Add'l amount for Ethics
				$	**(2,200)**	**$**	**2,250**	
Administration	464,240	499,575	477,905		21,670		13,665	2.9%
			Reduce COLA from 3% to 1%		11,775		5,000	1% COLA + Step Increases
			Reduce express delivery service		700		3,350	PERA, Insurance increases
			Reduce tansportation		200		5,260	Wellness
			Reduce training		2,750		55	Memberships
			Reduce career development training		1,000			
			Reduce citywide training		5,000		-	
			misc. memberships		245		-	
				$	**21,670**	**$**	**13,665**	
Elections	80,655	80,655	80,655		-		-	0.0%
					-		-	
				$	**-**	**$**	**-**	
Legal	285,000	300,000	293,425		6,575		8,425	3.0%
			Remove non-retainer/misc.		6,575		8,425	Add'l amount per contract
				$	**6,575**	**$**	**8,425**	

City of Roseville

Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
Finance	563,030	610,190	600,030	10,160	37,000	6.6%
			Reduce COLA from 3% to 1%	10,160	5,000	1% COLA + Step Increases
				-	14,700	PERA, Insurance increases
				-	15,000	Wage allocation Shift from Lawful Gambling
				-	300	Add'l Supplies & Materials
				-	2,000	Add'l Springbrook Maintenance
				-	-	
				$ 10,160	**$ 37,000**	
Central Services	74,267	73,500	73,500	-	(767)	-1.0%
				-	(767)	Reduced supplies
				$ -	**$ (767)**	
General Insurance	77,643	84,000	84,000	-	6,357	8.2%
				-	6,357	Add'l General Fund portion of insurance
				$ -	**$ 6,357**	
Total General Govt.	**1,726,895**		**1,797,055**		**$ 70,160**	**4.1%**

City of Roseville
Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
Police Administration	453,300	955,135	934,585	20,550	481,285	106.2%
			Reduce COLA from 3% to 1%	18,800	9,200	1% COLA + Step Increases
			Reduce Capital Items by 50%	1,750	15,000	PERA, Insurance increases
				-	40,000	Reinstate full funding for Chief position
				$ 20,550	130,000	Captain Position allocation Shift from Patrol
					120,000	2 Record Tech Position allocation Shift from Invest.
					60,000	Office Asst. Position allocation Shift from Invest.
					80,000	Comm. Relations Coord. Allocation from Invest.
					1,115	Supplies & Materials
					8,000	Add'l RMS Support
					13,285	Add'l Professional Services ('10 set to low)
					2,850	Add'l telephone expenses
					350	Add'l Memberships & Subscriptions
					1,750	Capital Items
					-	
					$ 481,550	
Police Patrol	4,454,020	4,582,805	4,317,305	265,500	(136,715)	-3.1%
* DH Request reduced by $56K for reduced avg patrol officer salary used on PBB worksheets			Reduce COLA from 3% to 1%	55,000	50,000	1% COLA + Step Increases
			Leave 49th Patrol Position vacant	85,000	28,000	PERA, Insurance increases
			Remove '2011 add'l training	18,000	(130,000)	Captain Position allocation Shift to Admin
			Remove Smart Cards	1,000	(90,000)	Narcotics Officer allocation to Investigations
			Reduce squad surveillance cameras	55,000	(90,000)	School Liaison Officer allocation to Investigations
			Reduce remaining Capital Items by 50%	51,500	2,980	Supplies & Materials
				$ 265,500	38,000	Dispatching
					715	Explorer Program
					1,200	Telephone
					51,500	Capital Items
					$ (137,605)	

City of Roseville

Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
Police Investigations	902,525	891,560	862,075	29,485	(40,450)	-4.5%
			Reduce COLA from 3% to 1%	23,000	13,000	1% COLA + Step Increases
			Add missed overtime	8,760	35,000	PERA, Insurance increases
			Remove Smart Cards	(2,275)	(130,000)	2 Record Tech Position allocation Shift to Admin
				$ 29,485	(60,000)	Office Asst. Position allocation Shift to Admin
					(83,000)	Comm. Relations Coord. Allocation to Admin
					90,000	Narcotics Officer allocation to Investigations
					90,000	School Liaison Officer allocation to Investigations
					6,000	Add'l telephone costs
					(1,500)	Reduced Clothing, vehicle supplies
					$ (40,500)	
Police Comm. Services	61,095	65,955	65,955	-	4,860	8.0%
				-	2,860	Add'l CSO wages and benefits
				$ -	2,000	Brighton Vet Clinic
					$ 4,860	
Police Emergency Mgmt.	19,785	25,185	10,185	15,000	(9,600)	-48.5%
			Remove Emergency Mgmt. exercise	15,000	9,600	Reduced siren contract maintenance
				$ 15,000	**$ 9,600**	
Total Police	**$ 5,890,725**		**$ 6,190,105**		**$ 299,380**	**5.08%**

	10	11		
Admin	260,365	634,500		
Patrol	2,880,905	2,861,000		
Invest	622,760	632,260		
Total	3,764,030	4,127,760	363,730	
		(150,000)	Less add'l for avg salary	
		3,977,760	213,730	5.68%

City of Roseville

Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
Fire Admin	293,390	327,070	203,645	123,425	(89,745)	-30.6%
			Reduce COLA from 3% to 1%	5,125	3,000	1% COLA + Step Increases
			Eliminate Asst. Fire Chief	120,000	10,150	PERA, Insurance increases
			Eliminate auto allowance for Chief	3,300	(120,000)	Eliminate Asst. Fire Chief
			Add add'l amount for medical direction contract (Allina ?)	(5,000)	15,000	Staffing reorganization
				-	5,000	Add add'l amount for medical direction contract (Allina ?)
				-	(3,300)	Eliminate auto allowance
				$ 123,425	**$ (90,150)**	
Fire Prevention	189,635	194,135	192,135	2,000	2,500	1.3%
			Reduce COLA from 3% to 1%	2,000	1,000	1% COLA + Step Increases
				-	2,900	PERA, Insurance increases
				-	(1,400)	Reduced conferences & memberships
				$ 2,000	**$ 2,500**	
Fire Operations	1,099,625	1,270,215	1,242,715	27,500	143,090	13.0%
			Reduce COLA from 3% to 1%	22,000	11,000	1% COLA + Step Increases
			Reduced FT hours 53-40 (2 FTE) - Net	12,000	23,000	PERA, Insurance increases
			Add add'l wages for SWAT team	(6,500)	25,000	Add'l pt wages
				-	6,500	Add'l supplies & materials
				-	(4,000)	reduced utilities
					70,000	add'l depreciation
				-	6,500	Add add'l wages for SWAT team
				$ 27,500	**$ 138,000**	
Fire Training	40,150	100,355	100,355	-	60,205	150.0%
				-	30,000	On-site training wages
				-	3,000	Prof services
				-	5,000	Contract maintenance
				-	18,210	Off-site training prof services?
				$ -	**$ 56,210**	

City of Roseville
Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
PW Admin	688,600	913,573	900,573	13,000	211,973	30.8%
			Reduce COLA from 3% to 1%	13,000	6,000	3% COLA + Step Increases
				-	26,000	PERA, Insurance increases
				-	(20,000)	Less amount 2010 budget too high
				-	200,000	Street lighting costs transferred from St. Lt. Budget
				-	-	
				$ 13,000	**$ 212,000**	
Streets	1,190,160	1,446,300	1,387,300	59,000	197,140	16.6%
			Reduce COLA from 3% to 1%	9,000	5,000	1% COLA + Step Increases
			Remove 2011 additional depreciation	50,000	15,000	PERA, Insurance increases
				-	(40,000)	Wages transferred to other Divisions
				-	5,000	Add'l temp wages
				-	15,000	Add'l street supplies
				-	3,000	Add'l contract maintenance
				-	192,000	Transfer Pathway/parking Lot costs from other Fund
				$ 59,000	**$ 195,000**	
Street Lighting	200,000	264,000	64,000	200,000	(136,000)	-68.0%
			Transfer to PW Budget	200,000	(200,000)	Transfer to PW Admin
				-	64,000	Capital replacement costs
				$ 200,000	**$ (136,000)**	

City of Roseville
Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend		Amount Reduced	$$ Increase	% Increase	
Building Maintenance	383,400	495,882	477,382		18,500	93,982	24.5%	
				Reduce capital costs by 50%	18,500	75,000		Wages transferred from other divisions
					-	18,500		Capital replacement costs @ 50%
					$ 18,500	**$ 93,500**		
Central Garage	157,425	193,968	191,668		2,300	34,243	21.8%	
				Reduce COLA from 3% to 1%	2,300	1,000		1% COLA + Step Increases
					-	4,250		PERA, Insurance increases
					-	25,000		Wages transferred to other Divisions
					-	500		Add'l telephone costs
					-	3,500		New minor equipment
					$ 2,300	**$ 34,250**		
Total Public Works	**$ 2,619,585**		**$ 3,020,923**			**$ 401,338**	**15.32%**	

City of Roseville

Budget Reconciliation

Division / Program	2010 Adopted Budget	2011 DH Request	2011 CM Recommend	Amount Reduced	$$ Increase	% Increase
Park & Rec Admin	749,995	549,166				
Recreation Fee programs	574,040	1,266,725				
Recreation Non-Fee	63,645	-				
Nature Center	122,890	-				
Activity Center	110,000	-				
Skating Center	1,074,125	1,143,069				
	2,694,695	2,958,960	2,855,410	103,550	160,715	6.0%
Reduce COLA from 3% to 1%				24,000	12,000	1% COLA + Step Increases
Remove funding for MRPA Conference				2,800	26,000	PERA, Insurance increases
Remove funding for Skating Center clothing				250	43,000	Wages transferred from Park Maint.
Reduce advertising at Skating Center				14,000	1,100	Add'l supplies, telephone
Reduce supplies, utilities at Nature Center				4,500	1,200	Software updates
Reduce funding for non-fee programs				15,000	20,000	Fee program increases
Reduce capital items at Skating Center by 50%				43,000	15,000	Non-fee program increases
				-	43,000	New capital at Skating Center
				$ 103,550	**$ 161,300**	
Park & Rec Maintenance	994,805	1,127,805	971,805	156,000	(23,000)	-2.3%
Reduce COLA from 3% to 1%				9,000	5,000	1% COLA + Step Increases
Eliminate 2 FTE requests				120,000	13,000	PERA, Insurance increases
Reduce funding for contract maintenance				5,000	(43,000)	Wages transferred to Rec. Fund
Remove funding for Main Trac				22,000	1,000	Add'l insurance
				-	-	
				$ 156,000	**$ (24,000)**	
Code Enforcement	-	-	165,000	(165,000)	165,000	#DIV/0!
Transfer costs from CD Fund				(165,000)	165,000	Transfer costs from CD Fund
				$ (165,000)	**$ 165,000**	
Total reduced				**910,715**		

Attachment C

City of Roseville
Administration - City Council
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	37,380.00	36,210.00	38,009.33	37,380.00	**37,380.00**		
Employer Pension	414000	3,507.00	3,154.25	3,156.00	5,500.00	**5,500.00**		
		-	-	-	-	-		
Personnel Services		40,887.00	39,364.25	41,165.33	42,880.00	**42,880.00**	0.0%	
Operating Supplies	424000	21.93	367.20	134.99	-	-		
		-	-	-	-	-		
Supplies and Materials		21.93	367.20	134.99	-	-	#DIV/0!	
Professional Services	430000	44,564.70	49,034.44	53,469.90	52,255.00	**55,240.00**		**See Schedule C**
Transportation	432000	-	-	-	200.00	**200.00**		
Advertising	433000	1,383.08	1,784.43	758.88	1,705.00	**1,700.00**		
Printing	434000	-	53.25	-	500.00	**500.00**		
Contract Maintenance	439000	-	-	-	-	-		
Conferences	440000	400.00	-	-	-	-		
Training	441000	-	-	-	-	**1,050.00**		
Memberships & Subscriptions	442000	3,995.00	22,915.00	22,997.00	23,800.00	**25,000.00**		
Community Grants	430005	53,776.00	54,970.00	56,439.00	56,000.00	**58,000.00**		
Computer/software Replacement	443600	-	-	-	600.00	-		
Miscellaneous	448000	18,573.12	164.67	4.32	120.00	**120.00**		
Employee Recognition	448050	501.58	61.99	(8.65)	-	-		
Worksession Expenses	448051	247.40	450.86	529.82	500.00	**500.00**		
Fire & Volunteer Banquet	448052	-	-	-	-	-		
Recognition Program	448054	-	861.48	539.77	1,000.00	**1,000.00**		
Other Services & Charges		123,440.88	130,296.12	134,730.04	136,680.00	**143,310.00**	4.9%	
Furniture & Fixtures	451000	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		164,349.81	170,027.57	176,030.36	179,560.00	**186,190.00**	3.7%	

City of Roseville
Administration - City Council
Budget Worksheet - Schedule C

	Professional Services	Conferences & Training	Memberships	Community Grants	Other	Total Other Charges & Services
Recording Secretary @ $1,000 / mo.	12,000	-	-	-	-	12,000
Financial Audit (MMKR)	39,000	-	-	-	-	39,000
TNT Hearing Notices	2,700	-	-	-	-	2,700
Performance measurement system	-	-	-	-	-	-
League of MN Cities	-	-	20,000	-	-	20,000
Nat'l League of Cities, other	-	-	-	-	-	-
Ramsey Co. Local League of Governments	-	-	1,000	-	-	1,000
Suburban Rate Authority	-	-	3,000	-	-	3,000
Twin Cities North Chamber of Commerece	-	-	-	-	-	-
Roseville Senior Program	-	-	-	6,000	-	6,000
Northwest Youth & Family Services	-	-	-	52,000	-	52,000
Sister City Program	-	-	-	-	-	-
Miscellaneous	1,540	1,050	1,000	-	-	3,590
	55,240	1,050	25,000	58,000	-	**139,290**

NYFS per letter 6/25/10 - $49,733

City of Roseville
Administration - Human Rights Commission
2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
		-	-	-	-	-		
		-	-	-	-	-		
Personal Services		-	-	-	-	-	#DIV/0!	
		-	-	-	-	-		
		-	-	-	-	-		
Supplies and Materials		-	-	-	-	-	#DIV/0!	
Professional Services	430000	1,452.73	2,241.12	1,705.57	2,000.00	**2,250.00**		
Miscellaneous	448000	-	1,001.16	1,472.96	-	-		
Other Services & Charges		1,452.73	3,242.28	3,178.53	2,000.00	**2,250.00**	12.5%	
		-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		1,452.73	3,242.28	3,178.53	2,000.00	**2,250.00**	12.5%	

City of Roseville

Administration - Ethics Commission

2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
		-	-	-	-	-		
		-	-	-	-	-		
Personal Services		-	-	-	-	-	#DIV/0!	
		-	-	-	-	-		
		-	-	-	-	-		
Supplies and Materials		-	-	-	-	-	#DIV/0!	
Professional Services	430000	316.31	14.75	226.99	500.00	**300.00**		Annual Ethics training
Miscellaneous	448000	-	-	-	-	-		
Other Services & Charges		316.31	14.75	226.99	500.00	**300.00**	-40.0%	
		-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		316.31	14.75	226.99	500.00	**300.00**	-40.0%	

City of Roseville

Administration - Admin Department

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	260,615.19	283,607.34	303,630.79	327,000.00	**343,775.00**		
Vacation Pay	410001	20,382.00	30,527.10	29,254.02	-	-		
Sick Leave Pay	410002	2,597.32	1,777.68	1,293.10	-	-		
Holiday Pay	410003	11,398.19	13,190.92	15,336.37	-	-		
Comp Time Pay	410004	2,142.64	2,500.56	1,842.53	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	-	-	-	-	-		
Employer Pension	414000	40,685.02	44,039.21	49,988.59	48,000.00	**52,200.00**		
Employer Insurance	415000	29,257.90	31,463.98	37,404.18	45,850.00	**45,000.00**		
Personal Services		367,078.26	407,106.79	438,749.58	420,850.00	**440,975.00**	4.8%	
Office Supplies	420000	1,745.83	1,238.69	1,012.27	1,500.00	**1,500.00**		See Schedule B
Operating Supplies	424000	83.07	143.73	627.19	-	-		
		-	-	-	-	-		
Supplies and Materials		1,828.90	1,382.42	1,639.46	1,500.00	**1,500.00**	0.0%	
Professional Services	430000	2,194.26	757.14	3,506.46	700.00	**1,000.00**		See Schedule C
Medical Services	430009	1,163.00	2,293.58	986.00	2,500.00	**2,500.00**		
Wellness Plan		7,564.00	14,115.19	14,550.00	14,740.00	**20,000.00**		
Telephone	431000	2,385.43	2,123.30	1,603.48	2,600.00	**2,000.00**		
Transportation	432000	1,647.15	1,721.38	2,179.85	1,400.00	**1,400.00**		
Advertising	433000	2,670.32	50.65	-	-	-		
Contract Maintenance	439000	-	-	-	-	-		
Conferences	440000	3,604.04	3,833.96	2,878.09	6,000.00	**6,000.00**		
Training	441000	3,629.83	6,565.26	1,282.93	2,250.00	**5,000.00**		
Tuition Reimbursement	441100	3,600.00	5,995.40	279.64	1,500.00	**9,000.00**		
Career Development Training	441300	150.00	1,842.20	603.60	1,500.00	**2,500.00**		
Memberships & Subscriptions	442000	2,381.40	2,646.42	1,773.20	2,700.00	**3,000.00**		
Computer/software Replacement	443600	-	-	-	-	-		Amortized internal charge
Miscellaneous	448000	525.54	-	299.69	-	-		
Employee Recognition	448000	5,880.76	6,100.05	3,912.99	6,000.00	**6,000.00**		
Other Services & Charges		37,395.73	48,044.53	33,855.93	41,890.00	**58,400.00**	39.4%	
Furniture & Fixtures	451000	-	-	1,068.75	-	-		
Capital Outlay		-	-	1,068.75	-	-	#DIV/0!	
Total		406,302.89	456,533.74	475,313.72	464,240.00	**500,875.00**	7.9%	

City of Roseville
Administration - Admin Department
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
General supplies	1,500	-	-	1,500
Other	-	-	-	-
	-	-	-	-
	1,500	-	-	**1,500**

* Based on prior years' actuals accompanied by an inflation adjustment

City of Roseville
Administration - Admin Department
Budget Worksheet - Schedule C

	Professional Services	Trans-Portation	Conference	Training	Membership Subscript	Computer & Software	Other	Total Other Charges & Services
HR Legal arbitrations, grievances, etc.	300	-	-	-	-	-	-	300
Express Delivery Services	700	-	-	-	-	-	-	700
LMC Conference - City Manager	-	-	800	-	-	-	-	800
MCMA Conference - City Manager	-	-	625	-	-	-	-	625
10 MAMA Meetings - City Manager	-	-	250	-	-	-	-	250
ICMA Conference - City Manager	-	-	1,750	-	-	-	-	1,750
ICMA Member - City Manager (per contract)	-	-	-	-	1,100	-	-	1,100
MCMA Member - City Manager	-	-	-	-	580	-	-	580
IPMA Conference - HR Manager	-	-	-	-	100	-	-	100
MPELRA Conference - HR Manager	-	-	625	-	150	-	-	775
SHRM national Conference - HR Manager	-	-	1,750	-	-	-	-	1,750
10 IPMA Meetings - HR Manager	-	-	200	-	-	-	-	200
SHRM/TCHRA Member - HR Manager	-	-	-	-	245	-	-	245
TUG Member - HR Manager	-	-	-	-	40	-	-	40
Stanton Group Member - HR Manager	-	-	-	-	60	-	-	60
Misc - City Manager	-	-	-	800	-	-	-	800
Misc - HRA Manager (legal, other)	-	-	-	650	-	-	-	650
Misc - Executive Asst. (computer)	-	-	-	400	-	-	-	400
Misc - Office Asst. (computer)	-	-	-	400	-	-	-	400
Citywide mandatory training	-	-	-	-	-	-	-	-
Pioneer Press	-	-	-	-	110	-	-	110
Notary subsciption	-	-	-	-	100			100
Citizens League	-	-	-	-	50	-	-	50
City Business	-	-	-	-	85	-	-	85
Top Health	-	-	-	-	130	-	-	130
Coop. Purcasing Venture Program (CPV)	-	-	-	-	250	-	-	250
Computer replacement charge (2 / year)	-	-	-	-	-	-	-	-
Software licensing renewal ($60 / employee) **	-	-	-	-	-	-	-	-
City Manager mileage	-	1,200	-	-	-	-	-	1,200
Miscellaneous	-	200	-	2,750	-	-	-	2,950
	1,000	1,400	6,000	5,000	3,000	-	-	**16,400**

Schedule C

City of Roseville

Administration - Elections

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	13,755.97	16,291.78	15,582.63	17,750.00	**19,000.00**		
Vacation Pay	410001	1,019.95	1,043.96	1,434.80	-	-		
Sick Leave Pay	410002	-	-	-	-	-		
Holiday Pay	410003	522.84	717.74	810.24	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	2,017.37	6,173.90	147.58	6,500.00	**5,000.00**		
Employer Pension	414000	-	3,153.73	2,428.36	2,600.00	**2,800.00**		
Employer Insurance	415000	-	-	1,434.62	3,575.00	**3,625.00**		
Personal Services		17,316.13	27,381.11	21,838.23	30,425.00	**30,425.00**	0.0%	
Office Supplies	420000	-	888.79	-	1,340.00	**1,340.00**		**See Schedule B**
Operating Supplies	424000	1,503.44	589.84	44.55	800.00	**800.00**		
		-	-	-	-	-		
Supplies and Materials		1,503.44	1,478.63	44.55	2,140.00	**2,140.00**	0.0%	
Professional Services	430000	-	44,198.96	10.00	44,240.00	**44,240.00**		**election judges, $.50 raise to $8.00 & $9.00**
Telephone	431000	856.73	719.63	298.48	1,000.00	**1,000.00**		
Postage	431100	-	-	-	-	-		
Transportation	432000	62.57	227.57	101.20	250.00	**250.00**		
Advertising	433000	60.00	-	-	-	-		
Printing	434000	-	-	-	-	-		
Rental	438000	-	800.00	-	800.00	**800.00**		
Contract Maintenance	439000	1,687.50	1,750.00	4,513.44	1,800.00	**1,800.00**		
Miscellaneous	448000	-	-	-	-	-		
Other Services & Charges		2,666.80	47,696.16	4,923.12	48,090.00	**48,090.00**	0.0%	
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		21,486.37	76,555.90	26,805.90	80,655.00	**80,655.00**	0.0%	

City of Roseville
Administration - Elections
Budget Worksheet - Schedule B

	Office Supplies	Other	Other	Total Supplies & Materials
Office supplies	1,400	-	-	1,400
Voting supplies	800	-	-	800
	2,200	-	-	**2,200**

* Based on prior years' actuals accompanied by an inflation adjustment

City of Roseville

Administration - Legal

2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
		-	-	-	-	-		
		-	-	-	-	-		
Personal Services		-	-	-	-	-	#DIV/0!	
		-	-	-	-	-		
		-	-	-	-	-		
Supplies and Materials		-	-	-	-	-	#DIV/0!	
Professional Services	430000	267,514.79	284,261.64	295,911.81	285,000.00	**293,425.00**		
Miscellaneous	448000	-	-	-	-	**6,575.00**		
Other Services & Charges		267,514.79	284,261.64	295,911.81	285,000.00	**300,000.00**	5.3%	
		-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		267,514.79	284,261.64	295,911.81	285,000.00	**300,000.00**	5.3%	

City of Roseville

Finance - Finance /Accounting

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	303,968.23	343,597.95	344,056.01	397,000.00	**420,000.00**		Includes Jenson shift from Lawful Gambling
Vacation Pay	410001	26,032.87	32,308.01	32,885.31	-	-		
Sick Leave Pay	410002	2,537.87	4,433.77	2,944.78	-	-		
Holiday Pay	410003	14,065.67	15,993.92	16,779.84	-	-		
Comp Time Pay	410004	45.95	125.68	619.67	-	-		
Overtime	411000	-	154.29	-	-	-		
Employer Pension	414000	47,243.35	52,878.98	53,751.49	58,300.00	**62,000.00**		
Employer Insurance	415000	59,036.84	54,740.63	55,585.42	67,000.00	**78,000.00**		
Personal Services		452,930.78	504,233.23	506,622.52	522,300.00	**560,000.00**	7.2%	
Office Supplies	420000	2,403.36	937.40	827.32	1,800.00	**1,000.00**		**See Schedule B**
Operating Supplies	424000	681.28	3,722.54	2,673.78	900.00	**2,000.00**		
		-	-	-	-	-		
Supplies and Materials		3,084.64	4,659.94	3,501.10	2,700.00	**3,000.00**	11.1%	
Professional Services	430000	3,115.00	2,624.86	2,781.72	3,000.00	**3,000.00**		**See Schedule C**
Employee Recruit & Relocation	430555	-	-	-	-	-		
Telephone	431000	3,064.02	2,740.86	2,286.04	3,000.00	**3,000.00**		
Transportation	432000	3,126.77	3,539.31	2,989.78	3,650.00	**3,650.00**		
Advertising	433000	-	-	-	-	-		
Contract Maintenance	439000	16,619.72	16,291.52	17,210.29	23,000.00	**25,000.00**		
Conferences	440000	1,005.63	3,527.34	1,705.62	3,480.00	**3,480.00**		
Training	441000	-	1,599.24	(177.35)	1,200.00	**1,200.00**		
Memberships & Subscriptions	442000	539.00	545.00	996.00	700.00	**800.00**		
Minor Equipment	443500	-	873.36	290.77	-	-		
Computer/software Replacement	443600	2,420.00	-	-	-	-		Amortized internal charge
Other Services & Charges		29,890.14	31,741.49	28,082.87	38,030.00	**40,130.00**	5.5%	
Furniture & Fixtures	451000	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		485,905.56	540,634.66	538,206.49	563,030.00	**603,130.00**	7.1%	

City of Roseville
Finance - Finance /Accounting
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
General office supplies	400	-	-	400
Toner cartridges	600	-	-	600
Check stock	-	700	-	700
Report covers, tabs	-	200	-	200
W2, 1099 Forms	-	500	-	500
Miscellaneous	-	600	-	600
	1,000	2,000	-	**3,000**

Schedule B

City of Roseville
Finance - Finance /Accounting
Budget Worksheet - Schedule C

	Professional Services	Telephone	Trans-Portation	Conference	Training	Membership & Subscrip	Minor Equip	Computer & Software	Total Other Charges & Services
Springbrook Maint Support	23,000	-	-	-	-	-	-	-	23,000
Sympro Maint Support	3,000	-	-	-	-	-	-	-	3,000
GFOA Certificate Programs	1,000	-	-	-	-	-	-	-	1,000
GASB 43 Actuarial	1,000	-	-	-	-	-	-	-	1,000
City allocated share	-	2,700	-	-	-	-	-	-	2,700
$275/mo. For Finance Director	-	-	3,300	-	-	-	-	-	3,300
Nat'l GFOA Conference - FD	-	-	-	1,900	-	-	-	-	1,900
State MNGFOA Conference-FD	-	-	-	900	-	-	-	-	900
State MNGFOA Conference-Asst. FD	-	-	-	900	-	-	-	-	900
State MNGFOA Conference-Accountant	-	-	-	900	-	-	-	-	900
MNGFOA Monthly Meetings-FD	-	-	-	-	200	-	-	-	200
MNGFOA Monthly Meetings-Asst	-	-	-	-	100	-	-	-	100
MNGFOA Monthly Meetings-Other	-	-	-	-	100	-	-	-	100
GFOA Training - Staff Accountants	-	-	-	-	400	-	-	-	400
GFOA Membership-FD	-	-	-	-	-	425	-	-	425
MNGFOA Membership-FD	-	-	-	-	-	70	-	-	70
MNGFOA Membership-Asst	-	-	-	-	-	70	-	-	70
MNGFOA Membership-Other	-	-	-	-	-	70	-	-	70
Wall Street Journal	-	-	-	-	-	165	-	-	165
Replace one (1) office chair	-	-	-	-	-	-	-	-	-
Computer replacement charge (2 / year)	-	-	-	-	-	-	-	-	-
Software licensing renewal ($60 / employee) **	-	-	-	-	-	-	-	-	-
Springbrook software replacement (10-yr schedule)	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	350	-	400	-	-	-	750
	28,000	2,700	3,650	4,600	1,200	800	-	-	**40,950**

City of Roseville
Finance - Central Services
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	-	-	-	-	-		
Vacation Pay	410001	-	-	-	-	-		
Sick Leave Pay	410002	-	-	-	-	-		
Holiday Pay	410003	-	-	-	-	-		
Employer Pension	414000	-	-	-	-	-		
Employer Insurance	415000	-	-	-	-	-		
Personal Services		-	-	-	-	-	#DIV/0!	
Office Supplies	420000	9,955.21	15,754.52	7,340.75	11,000.00	**11,000.00**		**See Schedule B**
Operating Supplies	424000	10,968.16	18,519.65	10,482.52	13,747.00	**14,500.00**		
		-	-	-	-	-		
Supplies and Materials		20,923.37	34,274.17	17,823.27	24,747.00	**25,500.00**	3.0%	
Professional Services	430000	2,436.91	2,663.95	-	3,000.00	-		**See Schedule C**
Telephone	431000	52.24	4,507.44	7,336.32	7,000.00	**7,500.00**		
Postage	431100	29,964.03	32,712.82	25,218.58	34,000.00	**34,000.00**		
Printing	434000	3,667.66	2,907.29	6,541.33	5,000.00	**6,000.00**		
Rental	438000	-	-	-	-	-		
Contract Maintenance	439000	2,958.50	-	-	-	-		
Memberships & Subscriptions	442000	-	-	-	-	-		
Miscellaneous	448000	1,388.08	-	-	520.00	**500.00**		
Employee Recognition	448050	-	-	-	-	-		
Other Services & Charges		40,467.42	42,791.50	39,096.23	49,520.00	**48,000.00**	-3.1%	
Furniture & Fixtures	451000	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		61,390.79	77,065.67	56,919.50	74,267.00	**73,500.00**	-1.0%	

City of Roseville
Finance - Central Services
Budget Worksheet - Schedule B

		Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Copy paper	*	11,000	-	-	11,000
Copier toner, staples	*	-	10,000	-	10,000
Lobby small furniture		-	500	-	500
Conference room furn.		-	1,000	-	1,000
Other		-	-	-	-
Miscellaneous		-	3,000	-	3,000
		11,000	14,500	-	**25,500**

* Based on prior years' actuals accompanied by an inflation adjustment

City of Roseville
Finance - Central Services
Budget Worksheet - Schedule C

	Professional Services	Printing	Contract Maint	Other	Total Other Charges & Services
Mailing / Sorting Machine	-	-	-	-	-
Postage Machine lease	-	-	4,620	-	4,620
Letterhead, envelopes	-	5,000	-	-	5,000
Bank deposit slips, deposit stamps	-	1,000	-	-	1,000
Other	-	-	-	-	-
Miscellaneous	-	-	100	-	100
	-	6,000	4,720	-	**10,720**

City of Roseville
Police Patrol
2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments	
Salaries - Regular	2,158,725.01	2,349,437.38	2,457,811.58	2,764,905.00	**2,745,000.00**		2011 FTE = 38	Lieutenant
Vacation Pay	155,090.30	128,441.95	155,951.41	-	**-**		2010 FTE = 42	5 Sergeants
Sick Leave Pay	76,403.72	121,342.97	136,380.29	-	**-**			32 Patrol Officers
Holiday Pay	107,650.91	115,946.53	123,021.16	-	**-**			
Comp Time Pay	73,902.90	79,030.63	82,154.26	-	**-**			
Overtime Pay	112,113.72	112,740.68	114,720.69	116,000.00	**116,000.00**			
Temp Employees	-	-	-	-	**-**			
Employer Pension	346,459.95	421,216.07	467,620.39	451,000.00	**403,700.00**			
Employer Insurance	337,173.06	395,081.90	389,687.96	457,000.00	**450,000.00**			
Personal Services	3,367,519.57	3,723,238.11	3,927,347.74	3,788,905.00	**3,714,700.00**	-2.0%		
Motor Fuel	94,271.93	118,593.02	71,098.21	94,670.00	**94,670.00**		**See Schedule B**	
Clothing	38,341.22	9,301.44	37,357.14	43,570.00	**46,550.00**			
Vehicle Supplies	28,999.13	40,283.83	22,392.79	31,050.00	**31,050.00**			
Operating Supplies	16,816.00	13,885.84	12,006.90	18,300.00	**18,300.00**			
Supplies and Materials	178,428.28	182,064.13	142,855.04	187,590.00	**190,570.00**	1.6%		
Professional Services	2,594.64	2,657.64	3,113.58	13,285.00	**13,285.00**			
Dispatching Services	158,790.96	158,066.21	158,790.96	188,820.00	**226,820.00**			
Police Explorer Program	-	347.82	1,824.28	1,285.00	**2,000.00**			
Telephone	11,439.20	10,251.70	10,082.47	8,900.00	**10,100.00**			
Contract Maint - vehicles	(774.35)	3,552.91	21,320.27	26,120.00	**26,120.00**			
Contract Maintenance	5,634.26	9,551.33	3,282.36	17,415.00	**7,415.00**			
Conferences	275.00	25.00	25.00	1,930.00	**1,930.00**			
Training	60,589.04	45,577.08	50,999.16	45,895.00	**63,365.00**			
Memberships & Subscriptions	270.00	280.00	494.00	2,160.00	**2,160.00**			
Minor Equipment	-	-	683.03	1,715.00	**1,715.00**			
Vehicle Depreciation	-	-	-	170,000.00	**170,000.00**			
Miscellaneous	-	59.94	-	-	**-**			
Other Services & Charges	238,818.75	230,369.63	250,615.11	477,525.00	**524,910.00**	9.9%		

City of Roseville

Police Patrol

2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Furniture & Fixtures	-	-	-	-	**7,000.00**		**Moved Vehicles to Fund 400**
Six Replacement Marked Squads					**-**		
Vehicle Equipment/Conversion	-	-	-	-	**-**		**Squad Conversion**
Other Improvements	3,516.12	47,671.03	270.78	-	**151,625.00**		
Capital Outlay	3,516.12	47,671.03	270.78	-	**158,625.00**	#DIV/0!	
Total	3,788,282.72	4,183,342.90	4,321,088.67	4,454,020.00	**4,588,805.00**	3.0%	

City of Roseville
Police Patrol
Budget Worksheet - Schedule B

	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Total Supplies & Materials
49 uniforms @ $950 ea.		46,550	-	-	46,550
Batteries	-	-	-	4,500	4,500
Ramsey County Citations	-	-	-	2,800	2,800
K-9 Pet Supplies	-	-	-	1,800	1,800
4 replacement tasers	-	-	-	1,800	1,800
6 Digital recorders for new hires	-	-	-	1,800	1,800
Badges & Patches	-	-	-	960	960
1st Save AED battery	-	-	-	1,070	1,070
8 West's MN Crim Law Handbook	-	-	-	400	400
Latex gloves	-	-	-	670	670
Smart cards for digital cameras	-	-	-	1,300	1,300
Miscellaneous	94,670	-	31,050	1,200	126,920
	94,670	46,550	31,050	18,300	**190,570**

City of Roseville
Police Patrol
Budget Worksheet - Schedule C

	Professional Services	Dispatch	Telephone	Explorer Program	Vehicle Maint	Contract Maint	Conferences	Training	Membership Subscriptior	Minor Equipment	Total Other Charges & Services
K-9 Vet Charges	13,285	-	-	-	-	-	-	-	-	-	13,285
Dispatch	-	188,820	-	-	-	-	-	-	-	-	188,820
Telephone	-	-	#######	-	-	-	-	-	-	-	10,100
Explorer Program	-	-	-	2,000	-	-	-	-	-	-	2,000
2 Special Ops Training Assoc. Conf	-	-	-	-	-	-	1,430	-	-	-	1,430
MN Assoc of Women Police	-	-	-	-	-	-	500	-	-	-	500
12 Officer Driving course	-	-	-	-	-	-	-	4,600	-	-	4,600
48 Officers Legal Update	-	-	-	-	-	-	-	1,355	-	-	1,355
25 Officers 1st responder and AED	-	-	-	-	-	-	-	3,500	-	-	3,500
48 Officers Diversity/Human relations	-	-	-	-	-	-	-	2,085	-	-	2,085
2 Officer supervisor training	-	-	-	-	-	-	-	2,000	-	-	2,000
1 Officer executive training	-	-	-	-	-	-	-	900	-	-	900
5 Officers Intoxilyzer training	-	-	-	-	-	-	-	1,300	-	-	1,300
3 Officers K-9 recertification	-	-	-	-	-	-	-	1,500	-	-	1,500
7 Officers to Century College	-	-	-	-	-	-	-	2,500	-	-	2,500
4 Officers to Field Sobriety testing	-	-	-	-	-	-	-	800	-	-	800
2 Officers to FTO	-	-	-	-	-	-	-	900	-	-	900
2 Officers to Firearms/Range Officer	-	-	-	-	-	-	-	3,000	-	-	3,000
3 Officers to Interview/interrogation	-	-	-	-	-	-	-	3,000	-	-	3,000
18 Officers to Crime Scene/evidence	-	-	-	-	-	-	-	1,500	-	-	1,500
36 Officers to Basic Response to critical incident	-	-	-	-	-	-	-	1,800	-	-	1,800
18 Officers to Street Survival/Drug ID	-	-	-	-	-	-	-	2,500	-	-	2,500
2 Adv. Critical incident response training	-	-	-	-	-	-	-	2,000	-	-	2,000
2 Rent Ramsey Co Range	-	-	-	-	-	-	-	1,405	-	-	1,405
3 Tru team rent Ramsey Co. range ($8/12 officers)	-	-	-	-	-	-	-	800	-	-	800
2 Calibre Press Officer Safety	-	-	-	-	-	-	-	1,250	-	-	1,250
3 K-9 Certification for narcotics	-	-	-	-	-	-	-	1,500	-	-	1,500
use of force materials	-	-	-	-	-	-	-	120	-	-	120
16 POST licenses	-	-	-	-	-	-	-	23,050	1,520	-	24,570
AVCAM	-	-	-	-	-	-	-	-	25	-	25
USPCA (K-9)	-	-	-	-	-	-	-	-	245	-	245
LEMN Dues (Explorers)	-	-	-	-	-	-	-	-	90	-	90
MLEEA (Explorers)	-	-	-	-	-	-	-	-	45	-	45
BSA Rechartering Fees (Explorers)	-	-	-	-	-	-	-	-	130	-	130
Ramsey Co. Chiefs (Lt.)	-	-	-	-	-	-	-	-	20	-	20
MN Chiefs (Lt.)	-	-	-	-	-	-	-	-	150	-	150
Miscellaneous	-	-	-	**Schedule C**	26,120	17,415	-	-	(65)	1,715	1465,185
	13,285	188,820		2,000	26,120	17,415	1,930	63,365	2,160	1,715	**326,910**

City of Roseville
Police Patrol
Budget Worksheet - Schedule D

	Office Equipment	Other Equipment	Furniture	Vehicles	Total Capital Outlay
Vehicle Replacement		-	-	171,775	171,775
Vehicle Conversion		-	-	15,000	15,000
Replace Patrol Area Cubicles		-	7,000		7,000
Radar units	-	4,000	-	-	4,000
8 Squad Surveillance Cameras	-	55,000	-	-	55,000
Stop sticks - 2	-	1,000	-	-	1,000
Rear transport seats - 3	-	2,625	-	-	2,625
Tactical gear	-	5,000	-	-	5,000
SWAT BP Vests		15,000			15,000
Sidearms	-	9,000	-	-	9,000
Non-lethal weapons	-	1,500	-	-	1,500
Long gun parts (squads)	-	3,000	-	-	3,000
Control boxes (2)	-	2,500	-	-	2,500
Visabars (5)	-	8,000	-	-	8,000
PC Replacement	-	5,000	-	-	5,000
Bait Car Equipment/Technology		5,000			5,000
New K9	-	10,000	-	-	10,000
Radio equipment	-	25,000	-	-	25,000
Defibrillators - 3	-	-	-	-	-
Oxygen regulator sets - 3	-	-	-	-	-
	-	151,625	7,000	186,775	**345,400**

Moved vehicles to Fund 400

City of Roseville

Police Investigations

2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments	
Salaries - Regular	458,893.72	508,687.46	517,915.55	614,000.00	**623,500.00**		2011 FTE = 9	Case Coordinator
Vacation Pay	44,597.74	43,333.45	51,855.86	-	-		2010 FTE = 10	SLO
Sick Leave Pay	10,293.37	19,369.98	18,742.93	-	-			SIU
Holiday Pay	21,343.11	22,978.11	28,157.29	-	-			Fam Vio Inv
Comp Time Pay	8,065.51	8,920.29	7,142.06	-	-			Juv Inv
Overtime Pay	5,085.03	15,584.05	7,423.42	8,760.00	**8,760.00**			3 Detectives
Employer Pension	72,959.10	86,845.12	93,831.78	92,000.00	**91,800.00**			Property Room Manager
Employer Insurance	48,490.74	52,852.29	74,167.29	130,000.00	**118,500.00**			
Personal Services	669,728.32	758,570.75	799,236.18	844,760.00	**842,560.00**	-0.3%		
Motor Fuel	6,829.64	9,358.37	4,616.35	10,685.00	**10,685.00**		**See Schedule B**	
Clothing	5,223.21	1,518.64	5,008.99	7,215.00	**4,585.00**			
Vehicle Supplies	2,394.92	2,608.95	640.77	4,605.00	**3,000.00**			
Operating Supplies	21,546.91	19,888.93	6,684.33	16,430.00	**19,345.00**			
Supplies and Materials	35,994.68	33,374.89	16,950.44	38,935.00	**37,615.00**	-3.4%		
Professional Services	28,790.00	(35.00)	1,307.00	5,425.00	**2,000.00**			
Telephone	2,722.79	2,587.51	11,855.00	6,760.00	**12,000.00**			
Contract Maint - vehicles	359.56	-	-	665.00	**665.00**			
Conferences	961.19	662.50	647.36	3,080.00	**3,080.00**			
Training	-	1,332.06	1,320.58	1,445.00	**1,445.00**			
Memberships & Subscriptions	448.00	290.00	691.00	295.00	**515.00**			
Minor Equipment	65.00	-	320.00	440.00	**440.00**			
Other Services & Charges	33,346.54	4,837.07	16,140.94	18,110.00	**20,145.00**	11.2%		
Furniture & Fixtures	-	-	-	-	-		**See Schedule D**	
Vehicles / Equipment	-	-	-	-	-		Two unmarked vehicles	
Other Improvements	-	-	529.51	-	-			
Capital Outlay	-	-	529.51	-	-	#DIV/0!		
Total	739,069.54	796,782.71	832,857.07	901,805.00	**900,320.00**	-0.2%		

City of Roseville
Police Investigations
Budget Worksheet - Schedule B

	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Total Supplies & Materials
6 Investigator allowance @ $655 ea.	-	4,210	-	-	4,210
1 uniform allowance Property room tech	-	375	-	-	375
Media duplications	-	-	-	1,750	1,750
Twin City Transport				1,415	1,415
Audio/video tapes	-	-	-	1,365	1,365
Publications (Mcgruff)	-	-	-	500	500
Badges (junior)	-	-	-	500	500
Nat'l Night Out	-	-	-	500	500
Family Night Out	-	-	-	2,500	2,500
Police Academy shirts, caps	-	-	-	600	600
Roseville Open House handouts	-	-	-	2,500	2,500
Citizen Academy hospitality	-	-	-	500	500
Citizen Park Patrol shirts, jackets	-	-	-	300	300
3,000 CD-R's	-	-	-	3,025	3,025
Toner Cartridges	-	-	-	1,460	1,460
Kids or Senior Safety Camp	-	-	-	2,050	2,050
Miscellaneous	10,685	-	3,000	380	14,065
	10,685	4,585	3,000	19,345	**37,615**

City of Roseville
Police Investigations
Budget Worksheet - Schedule C

	Professional Services	Telephone	Vehicle Maint	Conferences	Training	Membership Subscriptior	Minor Equipment	Total Other Charges & Services
Crime lab services	1,500	-	-	-	-	-	-	1,500
Regions Hospital	500	-	-	-	-	-	-	500
3 - Juvenile Officers Institute	-	-	-	1,060	-	-	-	1,060
1 - MN Sex Crime Investigators Conf	-	-	-	600	-	-	-	600
1 - MN Crime Prevention Assoc Conf	-	-	-	625	-	-	-	625
1 - MAWP	-	-	-	795	-	-	-	795
BCA Crime Prevention Course	-	-	-	-	345	-	-	345
Scheider-Reid Interrogation Course	-	-	-	-	550	-	-	550
MS Office training for Records Techs	-	-	-	-	450	-	-	450
MN Crime Prevention	-	-	-	-	-	50	-	50
Tri-County LE	-	-	-	-	50	60	-	110
MN / SCIA	-	-	-	-	-	20	-	20
MN Narcotics Investigation	-	-	-	-	-	10	-	10
MN Juvenile Officers Assn	-	-	-	-	-	30	-	30
National Night Out	-	-	-	-	-	40	-	40
Crime Stoppers	-	-	-	-	-	150	-	150
IAPE	-	-	-	-	-	50	-	50
Ramsey Co. Juvenile Officers Assn	-	-	-	-	-	25	-	25
Miscellaneous	-	12,000	665		50	80	440	13,235
	2,000	12,000	665	3,080	1,445	515	440	**20,145**

City of Roseville
Police Investigations
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Computer Equipment	Vehicle Replacement	Total Capital Outlay
Two unmarked vehicles	-	-	-	45,320	45,320
	-	-	-	-	-
	-	-	-	45,320	**45,320**

Vehicles moved to fund 400

City of Roseville
Police Community Services
2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	12,531.57	7,475.59	6.05	-	-		
Vacation Pay	2,854.53	-	-	-	-		
Sick Leave Pay	-	-	-	-	-		
Holiday Pay	585.84	-	-	-	-		
Comp Time Pay	183.08	-	-	-	-		
Overtime Pay	-	-	-	-	-		
Temp Employees	31,890.15	65,183.99	73,636.28	32,005.00	**35,000.00**		**Two CSO's at 20/hrs/wk/$16.85/hour**
Employer Pension	6,757.84	10,433.78	11,349.89	-	-		
Employer Insurance	109.20	549.00	324.78	-	-		
Personal Services	54,912.21	83,642.36	85,317.00	32,005.00	**35,000.00**	9.4%	
Motor Fuel	7,760.53	14,704.46	10,390.54	11,710.00	**11,710.00**		**See Schedule B**
Clothing	1,642.59	2,687.86	-	3,390.00	**3,390.00**		
Vehicle Supplies	1,253.98	1,440.34	1,735.39	1,390.00	**1,500.00**		
Operating Supplies	491.94	1,289.33	77.19	750.00	**750.00**		
Supplies and Materials	11,149.04	20,121.99	12,203.12	17,240.00	**17,350.00**	0.6%	
Professional Services	5,685.00	7,310.00	7,390.00	8,360.00	**10,200.00**		**Brighton Vet @ $850/month**
Telephone	-	-	-	1,070.00	**1,070.00**		
Contract Maint - vehicles	-	471.75	-	1,930.00	**1,930.00**		
Training	-	120.00	-	325.00	**325.00**		
Memberships & Subscriptions	50.00	192.90	-	30.00	**30.00**		
Other Services & Charges	5,735.00	8,094.65	7,390.00	11,715.00	**13,555.00**	15.7%	
Furniture & Fixtures	-	-	-	-	-		
Other Improvements	-	-	-	-	-		
Capital Outlay	-	-	-	-	-	#DIV/0!	
Total	71,796.25	111,859.00	104,910.12	60,960.00	**65,905.00**	8.1%	

City of Roseville
Police Community Services
Budget Worksheet - Schedule B

	Clothing	Vehicle Supplies	Operating Supplies	Motor Fuel	Total Supplies & Materials
CSO jackets, pants, shirts, etc	3,390	-	-	-	3,390
Broom, mace holder, packset holder	-	-	90	-	90
MACA publications	-	-	145	-	145
Animal catch pole	-	-	200	-	200
Miscellaneous	-	1,500	315	11,710	13,525
	3,390	1,500	750	11,710	**17,350**

City of Roseville
Police Community Services
Budget Worksheet - Schedule C

	Professional Services	Telephone	Vehicle Maint	Training	Memberships Subscription	Total Other Charges & Services
Brighton Vet Clinic	10,200	-	-	-	-	10,200
Dog Bite Prevention seminars (5)	-	-	-	325	-	325
MACA	-	-	-	-	30	30
Miscellaneous	-	1,070	1,930	-	-	3,000
	10,200	1,070	1,930	325	30	**13,555**

City of Roseville

Police Emergency Management

2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Clothing	592.01	1,004.99	790.58	1,210.00	**1,210.00**		**See Schedule B**
Operating Supplies	364.16	785.78	248.73	525.00	**525.00**		
Supplies and Materials	956.17	1,790.77	1,039.31	1,735.00	**1,735.00**	0.0%	
Telephone	-	-	-	535.00	**535.00**		**See Schedule C**
Utilities	796.70	742.71	805.20	1,070.00	**1,070.00**		
Contract Maintenance	2,354.91	3,747.60	754.22	15,000.00	**5,000.00**		
Conferences	840.00	281.84	-	795.00	**795.00**		
Training	11.04	97.71	193.50	540.00	**540.00**		
Memberships & Subscriptions	100.00	420.00	135.00	110.00	**510.00**		Reserves to join MN Reserve Ofc Assn
Other Services & Charges	4,102.65	5,289.86	1,887.92	18,050.00	**8,450.00**	-53.2%	
Furniture & Fixtures	-	-	-	-	-		
Other Improvements	17,598.33	21,365.33	-	-	**15,000.00**		Mgmt Emergency Management Exercise
Capital Outlay	17,598.33	21,365.33	-	-	**15,000.00**	#DIV/0!	
Total	22,657.15	28,445.96	2,927.23	19,785.00	25,185.00	27.3%	

City of Roseville
Police Emergency Management
Budget Worksheet - Schedule B

	Clothing	Supplies	Total Supplies & Materials
Uniforms - Reserve Officers	1,210	-	1,210
Miscellaneous	-	525	525
	1,210	525	**1,735**

City of Roseville
Police Emergency Management
Budget Worksheet - Schedule C

	Telephone	Contract Maint.	Conferences	Training	Memberships Subscriptior	Utilities	Total Other Charges & Services
Outdoor warning siren repair	-	5,000	-	-	-	-	5,000
20 Reserves-MN Police Reserve Assoc.	-	0	-	-	400	-	400
Governor's Conf on Emer. Mgmt - Adm Sgt	-	-	175	-	-	-	175
AMEM Conference - Adm Sgt.	-	-	620	-	-	-	620
AMEM	-	-	-	-	50	-	50
MEMA	-	-	-	-	50	-	50
Miscellaneous	535	-	-	540	10	1,070	2,155
	535	5,000	795	540	510	1,070	**8,450**

City of Roseville
Police Emergency Management
Budget Worksheet - Schedule D

	Office Equipment	Other	Total Capital Outlay
Mgmt Emergency Exercise	-	15,000	15,000
	-	15,000	**15,000**

City of Roseville

Police Administration

2011 Budget Worksheet

Budget Item	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments	
Salaries - Regular	186,394.60	198,452.18	175,862.14	260,365.00	**634,500.00**		2011 FTE = 9	Reallocated:
Vacation Pay	21,194.84	19,216.64	32,921.73	-	-		2010 FTE = 4	Front Office Assistant
Sick Leave Pay	5,208.26	4,686.52	3,381.68	-	-			Two Record Techs
Holiday Pay	9,377.04	11,276.76	12,336.58	-	-			Comm Relations Coord
Comp Time Pay	10.67	552.23	150.37	-	-			Chief
Overtime Pay	-	-	861.36	-	-			Captain
Employer Pension	28,445.05	31,658.37	31,758.32	47,000.00	**93,300.00**			Adm Sgt
Employer Insurance	19,410.79	21,366.55	19,138.23	55,000.00	**112,500.00**			Pol Svc Mgr
Personal Services	270,041.25	287,209.25	276,410.41	362,365.00	**840,300.00**	131.9%		Dept Sec
Office Supplies	12,164.79	9,457.70	7,753.57	11,030.00	**11,030.00**		**See Schedule B**	
Clothing	1,789.54	490.10	399.65	760.00	**1,875.00**			
Operating Supplies	5,699.46	10,444.01	469.87	7,890.00	**7,890.00**			
	-	-	5,915.92	-	-			
Supplies and Materials	19,653.79	20,391.81	14,539.01	19,680.00	**20,795.00**	5.7%		
Professional Services	70,954.40	62,908.52	61,853.77	56,590.00	**77,875.00**			
Telephone	7,508.43	2,181.99	6,197.66	3,350.00	**6,200.00**			
Transportation	3,299.92	3,299.92	2,411.48	3,750.00	**3,750.00**			
Contract Maintenance	1,254.61	1,223.23	-	650.00	**650.00**			
Conferences	1,876.88	1,234.59	770.30	1,355.00	**1,355.00**			
Training	40.00	418.21	168.00	930.00	**930.00**			
Memberships & Subscriptions	939.32	1,508.48	1,171.00	825.00	**1,175.00**			
Employee Recognition	-	231.17	-	1,605.00	**1,605.00**			
Other Services & Charges	85,873.56	73,006.11	72,572.21	69,055.00	**93,540.00**	35.5%		
Furniture & Fixtures	-	-	-	-	**1,000.00**		**Furniture--police lobby**	
Other Improvements	-	73.65	76.80	-	**2,500.00**		**McGruff Costume**	
Computer Equipment	-	-	-	-	-			
Capital Outlay	-	73.65	76.80	-	**3,500.00**	#DIV/0!		
Total	375,568.60	380,680.82	363,598.43	451,100.00	**958,135.00**	112.4%		

City of Roseville
Police Administration
Budget Worksheet - Schedule B

	Office Supplies	Clothing	Operating Supplies	Total Supplies & Materials
CRC clothing	-	375	-	375
4 Front Office Staff clothing	-	1,500	-	1,500
Annual report	-	-	500	500
Cole reverse directory	-	-	475	475
Criminal Justice funding report	-	-	325	325
3 - Criminal law summary books	-	-	425	425
Directory of L.E. Administrators	-	-	100	100
Police & Procedure manuals	-	-	855	855
Supplies for high density filing			1,000	1,000
Miscellaneous	11,030	-	4,210	15,240
	11,030	1,875	7,890	**20,795**

City of Roseville
Police Administration
Budget Worksheet - Schedule C

	Professional Services	Telephone	Transpor-Tation	Conferences	Training	Membership Subscrip	Empl Recog.	Other	Total Other Charges & Services
RMS System	61,200	-	-	-	-	-	-	-	61,200
Hiring Phys & Psych tests	-	-	-	-	-	-	-	-	-
Ramsey Co. Radio Support	12,355	-	-	-	-	-	-	-	12,355
CJDN @ $1,080 / qtr.	4,320	-	-	-	-	-	-	-	4,320
Chief's vehicle reimbursement	-	-	3,750	-	-	-	-	-	3,750
MN Chief's Conference	-	-	-	1,355	-	-	-	-	1,355
IACP - Chief	-	-	-	-	-	180	-	-	180
MN Chiefs - Chief, Capt./Lt.	-	-	-	-	-	275	-	-	275
IALEP - Chief	-	-	-	-	-	60	-	-	60
Ramsey Co. Chiefs	-	-	-	-	-	110	-	-	110
FBINA - Chief	-	-	-	-	-	200	-	-	200
ATOM	-	-	-	-	-	200	-	-	200
T&B Police Briefs	-	-	-	-	-	115	-	-	115
Contract Maintenance	-	-	-	-	-	-	-	650	650
Professional LE Assts. Assn. - secretary	-	-	-	-	-	35	-	-	35
Miscellaneous		6,200	-	-	930	-	1,605	-	8,735
	77,875	6,200	3,750	1,355	930	1,175	1,605	650	**93,540**

City of Roseville
Police Administration
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Other	Total Capital Outlay
Reception Area	-	1,000	-	1,000
McGruff Costume	-	-	2,500	2,500
	-	1,000	2,500	3,500

City of Roseville

Fire Administration

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	198,219.49	199,094.99	162,815.04	191,130.00	**258,000.00**		
Vacation Pay	410001	7,083.29	12,515.09	52,932.68	-	-		
Sick Leave Pay	410002	-	-	289.83	-	-		
Holiday Pay	410003	8,548.29	8,642.20	8,908.20	-	-		
Temp Employees	412000	-	-	-	-	-		
Department Meetings	412002	-	-	-	-	-		
Fire Administration	412103	-	-	-	-	-		
Equipment Maintenance	412109	-	-	-	-	-		
Dispatching - Other	412110	-	-	-	-	-		
SCBA Maintenance	412112	-	-	-	-	-		
Custodians	412113	-	-	-	-	-		
Officers Meetings	412116	-	-	-	-	-		
District Meetings	412117	-	-	-	-	-		
Truck Committee Meetings	412118	-	-	-	-	-		
Training Captains	412119	-	-	-	-	-		
Yard/snow Maintenance	412120	-	-	-	-	-		
On-Shift Work Detail	412121	-	-	-	-	-		
Vehicle Maintenance	412122	-	-	-	-	-		
Employer Pension	414000	28,218.17	30,197.78	31,462.43	39,000.00	**37,900.00**		
Employer Insurance	415000	23,783.88	16,990.74	19,850.84	42,000.00	**37,500.00**		
Personal Services		265,853.12	267,440.80	276,259.02	272,130.00	**333,400.00**	22.5%	
Office Supplies	420000	1,885.14	1,624.80	683.27	2,000.00	**2,000.00**		**See Schedule B**
Motor Fuel	420000	6,381.04	8,321.76	5,128.81	1,595.00	**1,595.00**		
Clothing	420000	-	621.29	-	-	-		
Vehicle Supplies	420000	300.83	4,123.76	3,252.13	-	-		
Operating Supplies	424000	1,241.90	639.94	80.00	1,000.00	**1,000.00**		
		-	-	-	-	-		
Supplies and Materials		9,808.91	15,331.55	9,144.21	4,595.00	**4,595.00**	0.0%	

City of Roseville
Fire Administration
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Professional Services	430000	-	2,478.18	-	-	-		**See Schedule C**
Dispatching Services	430001	-	-	-	-	-		
Telephone	431000	9,867.54	8,135.14	572.40	3,500.00	**3,500.00**		
Transportation	432000	3,299.92	3,299.92	1,776.88	3,300.00	-		
Advertising	433000	-	-	-	-	-		
Printing	434000	-	-	-	-	-		
Utilities	436000	36,475.45	35,341.50	29,178.29	-	-		
Contract Maint - Vehicles	437000	-	1,696.67	-	-	-		
Contract Maintenance	439000	-	2,042.81	1,570.80	-	-		
Conferences	440000	1,631.99	2,844.65	205.70	3,000.00	**3,000.00**		
Memberships & Subscriptions	442000	3,703.32	3,584.10	3,759.10	3,300.00	**3,300.00**		
Computer/software Replacement	443600	-	-	-	-	-		Amortized internal charge
Miscellaneous	448000	412.00	-	58.99	-	-		
Employee Recognition	448050	4,439.71	697.93	3,226.39	3,565.00	**3,565.00**		
Other Services & Charges		59,829.93	60,120.90	40,348.55	16,665.00	**13,365.00**	-19.8%	
Furniture & Fixtures	451000	-	-	-	-	-		
Vehicles / Equipment	452000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		335,491.96	342,893.25	325,751.78	293,390.00	**351,360.00**	19.8%	

City of Roseville
Fire Administration
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Other	Total Supplies & Materials
General office supplies	2,000	-	-	-	-	-	-	2,000
Fuel for Asst. Chief vehicle	-	1,595	-	-	-	-	-	1,595
Uniform items for Chief officers	-	-	-	-	-	-	-	-
Incident command materials	-	-	-	-	-	-	-	-
Fire reporting software	-	-	-	-	1,000	-	-	1,000
Radio repairs	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
	2,000	1,595	-	-	1,000	-	-	**4,595**

Schedule B

City of Roseville
Fire Administration
Budget Worksheet - Schedule C

	Professional Services	Telephone	Transpor-Tation	Printing	Contract Maint-Veh	Conference	Membership Subscrip	Empl Recog.	Computer & Software	Total Other Charges & Services
Fire Admin percent for phone charges	-	3,500	-	-	-	-	-	-	-	3,500
Fire Chief vehicle allowance - $275 mo.	-	-	-	-	-	-	-	-	-	-
CPR cards	-	-	-	-	-	-	-	-	-	-
Kinko form copies	-	-	-	-	-	-	-	-	-	-
general repairs for 2 command cars	-	-	-	-	-	-	-	-	-	-
FDIC -Assistant Chief	-	-	-	-	-	-	-	-	-	-
IFCC- Fire Chief	-	-	-	-	-	-	-	-	-	-
IFCC -Training Chief	-	-	-	-	-	-	-	-	-	-
General Associations dues (NFPA, ETC)	-	-	-	-	-	-	1,900	-	-	1,900
Educational subscriptions	-	-	-	-	-	-	1,400	-	-	1,400
Employee Recognition	-	-	-	-	-	-	-	3,565	-	3,565
Compute/software replacement charge	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	3,000	-	-	-	3,000
	-	3,500	-	-	-	3,000	3,300	3,565	-	**13,365**

City of Roseville
Fire Operations
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 201(	Comments
Salaries - Regular	410000	171,496.21	181,741.43	184,927.32	170,000.00	**260,500.00**		
Vacation Pay	410001	-	256.44	5,588.10	-	-		
Holiday Pay	410003	-	4,385.64	5,262.93	-	-		
Comp Time Pay	410004	-	2,890.55	2,197.11	-	-		
Overtime Pay	411000	-	9,840.91	1,975.78	-	-		
Temp Employees	412000	584,362.01	573,351.63	464,570.96	576,100.00	**601,500.00**		
Fire Fighting	412100	-	-	-	-	-		
Night Watches	412101	-	-	-	-	-		
Day Watches	412102	-	-	-	-	-		
Employer Pension	414000	-	69,358.19	66,298.39	72,000.00	**83,800.00**		
Employer Insurance	415000	-	24,174.04	23,630.52	34,000.00	**46,000.00**		
Personal Services		755,858.22	865,998.83	754,451.11	852,100.00	**991,800.00**	16.4%	
Office Supplies	420000	-	356.36	-	-	-		**See Schedule B**
Motor Fuel	420000	12,387.59	18,144.73	7,953.72	13,000.00	**13,000.00**		
Clothing	420000	20,394.11	20,473.10	6,941.81	12,525.00	**12,525.00**		
Fire Turnout Gear	422000	-	(5,156.00)	-	-	-		
Vehicle Supplies	420000	32,234.12	14,960.85	7,771.01	10,000.00	**10,000.00**		
Operating Supplies	424000	13,992.32	26,577.65	20,529.39	25,000.00	**31,500.00**		
		-	-	-	-	-		
Supplies and Materials		79,008.14	75,356.69	43,195.93	60,525.00	**67,025.00**	10.7%	
Professional Services	430000	19,796.48	30,541.57	13,162.38	20,000.00	**20,000.00**		**See Schedule C**
Dispatching Services	430001	-	-	-	-	-		
Telephone	431000	5,799.19	4,437.44	4,723.23	3,000.00	**3,000.00**		
Paging Services	431200	(105.79)	-	-	-	-		
Transportation	432000	-	-	-	-	-		
Utilities	436000	-	-	-	36,000.00	**32,000.00**		
Contract Maint - Vehicles	437000	25,595.54	35,020.69	32,409.24	25,000.00	**25,000.00**		
Contract Maintenance	439000	29,164.79	29,977.46	30,376.91	23,000.00	**23,000.00**		800 Mhz costs
Memberships & Subscriptions	442000	-	-	279.00	-	-		
Interest Expense	443000	-	-	-	-	-		
Vehicle Repl. (Depreciation)	446000	56,260.15	50,000.00	-	80,000.00	**150,000.00**		
Employee Recognition	448050	-	-	-	-	-		
Other Services & Charges		136,510.36	149,977.16	80,950.76	187,000.00	**253,000.00**	35.3%	
Furniture & Fixtures	451000	67,881.32	40,319.68	23,362.49	-	-		
Equipment	451002	283,086.17	10,397.55	1,511.09	-	-		
Other Improvements	453000	1,000.00	-	-	-	-		
Computer Equipment	453009	-	2,115.04	4,154.56	-	-		**See Schedule D**

City of Roseville

Fire Operations

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 201(	Comments
Capital Outlay		351,967.49	52,832.27	29,028.14	-	-	#DIV/0!	
Total		1,323,344.21	1,144,164.95	907,625.94	1,099,625.00	**1,311,825.00**	19.3%	

City of Roseville
Fire Operations
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 201(	Comments
Salaries - Regular	410000	171,496.21	181,741.43	184,927.32	170,000.00	**260,500.00**		
Vacation Pay	410001	-	256.44	5,588.10	-	-		
Holiday Pay	410003	-	4,385.64	5,262.93	-	-		
Comp Time Pay	410004	-	2,890.55	2,197.11	-	-		
Overtime Pay	411000	-	9,840.91	1,975.78	-	-		
Temp Employees	412000	584,362.01	573,351.63	464,570.96	576,100.00	**601,500.00**		
Fire Fighting	412100	-	-	-	-	-		
Night Watches	412101	-	-	-	-	-		
Day Watches	412102	-	-	-	-	-		
Employer Pension	414000	-	69,358.19	66,298.39	72,000.00	**83,800.00**		
Employer Insurance	415000	-	24,174.04	23,630.52	34,000.00	**46,000.00**		
Personal Services		755,858.22	865,998.83	754,451.11	852,100.00	**991,800.00**	16.4%	
Office Supplies	420000	-	356.36	-	-	-		**See Schedule B**
Motor Fuel	420000	12,387.59	18,144.73	7,953.72	13,000.00	**13,000.00**		
Clothing	420000	20,394.11	20,473.10	6,941.81	12,525.00	**12,525.00**		
Fire Turnout Gear	422000	-	(5,156.00)	-	-	-		
Vehicle Supplies	420000	32,234.12	14,960.85	7,771.01	10,000.00	**10,000.00**		
Operating Supplies	424000	13,992.32	26,577.65	20,529.39	25,000.00	**31,500.00**		
		-	-	-	-	-		
Supplies and Materials		79,008.14	75,356.69	43,195.93	60,525.00	**67,025.00**	10.7%	
Professional Services	430000	19,796.48	30,541.57	13,162.38	20,000.00	**20,000.00**		**See Schedule C**
Dispatching Services	430001	-	-	-	-	-		
Telephone	431000	5,799.19	4,437.44	4,723.23	3,000.00	**3,000.00**		
Paging Services	431200	(105.79)	-	-	-	-		
Transportation	432000	-	-	-	-	-		
Utilities	436000	-	-	-	36,000.00	**32,000.00**		
Contract Maint - Vehicles	437000	25,595.54	35,020.69	32,409.24	25,000.00	**25,000.00**		
Contract Maintenance	439000	29,164.79	29,977.46	30,376.91	23,000.00	**23,000.00**		800 Mhz costs
Memberships & Subscriptions	442000	-	-	279.00	-	-		
Interest Expense	443000	-	-	-	-	-		
Vehicle Repl. (Depreciation)	446000	56,260.15	50,000.00	-	80,000.00	**150,000.00**		
Employee Recognition	448050	-	-	-	-	-		
Other Services & Charges		136,510.36	149,977.16	80,950.76	187,000.00	**253,000.00**	35.3%	
Furniture & Fixtures	451000	67,881.32	40,319.68	23,362.49	-	-		
Equipment	451002	283,086.17	10,397.55	1,511.09	-	-		
Other Improvements	453000	1,000.00	-	-	-	-		
Computer Equipment	453009	-	2,115.04	4,154.56	-	-		**See Schedule D**

City of Roseville
Fire Operations
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 201(	Comments
Capital Outlay		351,967.49	52,832.27	29,028.14	-	-	#DIV/0!	
Total		1,323,344.21	1,144,164.95	907,625.94	1,099,625.00	**1,311,825.00**	19.3%	

City of Roseville
Fire Operations
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Fuel for fire apparatus- 10 trucks	-	13,000	-	-	-	-	13,000
Replacement uniform items	-	-	12,525	-	-	-	12,525
Class A foam	-	-	-	3,000	-	-	3,000
Equipment supplies	-	-	-	2,750	-	-	2,750
Spill absorbent supplies	-	-	-	500	-	-	500
Tool supplies	-	-	-	1,000	-	-	1,000
Batteries & lights	-	-	-	1,500	-	-	1,500
Replacement supplies	-	-	-	3,000	-	-	3,000
Vehicle cleaning supplies	-	-	-	250	-	-	250
Building cleaning supplies	-	-	-	-	4,000	-	4,000
Building equipment replacement	-	-	-	-	4,500	-	4,500
Batteries	-	-	-	-	2,000	-	2,000
General supplies	-	-	-	-	5,000	-	5,000
Pager/ radio supplies	-	-	-	-	1,000	-	1,000
Building maintenance items	-	-	-	-	4,000	-	4,000
Station equipment and supplies	-	-	-	-	6,500	-	6,500
Miscellaneous	-	-	-	(2,000)	(2,000)	5,000	1,000
	-	13,000	12,525	10,000	25,000	5,000	**65,525**

City of Roseville
Fire Operations
Budget Worksheet - Schedule C

	Professional Services	Dispatch	Telephone	Paging services	Utilities	Contract Maint-Veh	Contract Maint	Deprecation	Empl Recog.	Total Other Charges & Services
Immunizations & firefighter physicals	13,000	-	-		-	-	-	-	-	13,000
PT hiring services	-	-	-		-	-	-	-	-	-
Dispatch services	-	-	-		-	-	-	-	-	-
Communication cost - vehicle CAD	-	-	-		-	-	6,600	-	-	6,600
Communication cost - Station CAD	-	-	-		-	-	-	-	-	-
Dispatch services/800 Mhz costs	-	-	-		-	-	-	-	-	-
Dispatch services/800 Mhz programming	-	-	-		-	-	-	-	-	-
Telephone cost for 3 stations	-	-	3,000		-	-	-	-	-	3,000
records management				-			-			-
Utilities for 4 buildings	-	-	-		32,000	-	-	-	-	32,000
Maintenance and repair for 10 trucks	-	-	-		-	25,000	-	-	-	25,000
HVAC services	-	-	-		-	-	5,000	-	-	5,000
General repairs for 4 buildings	-	-	-		-	-	11,400	-	-	11,400
Vehicle deprecation for trucks	-	-	-		-	-	-	80,000	-	80,000
Miscellaneous	7,000	-	-		-	-	-	-	-	7,000
	20,000	-	3,000	-	32,000	25,000	23,000	80,000	-	**183,000**

City of Roseville

Fire Prevention

2011 Budget Worksheet

Budget Item	Acct #	2006 Actual	2007 Actual	2008 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	113,838.12	112,306.41	118,821.32	138,000.00	**144,385.00**		
Vacation Pay	410001	8,868.69	8,859.95	10,696.26	-	-		
Sick Leave Pay	410002	1,628.64	1,547.61	3,374.04	-	-		
Holiday Pay	410003	4,711.68	5,263.96	6,212.60				
Comp Time Pay	410004	-	-	-				
Employer Pension	414000	15,653.11	17,271.85	20,693.70	20,500.00	**21,200.00**		
Employer Insurance	415000	13,029.18	15,214.59	16,505.52	25,000.00	**26,000.00**		
Personal Services		157,729.42	160,464.37	176,303.44	183,500.00	**191,585.00**	4.4%	
Office Supplies	420000	-	-	-	-	-		**See Schedule B**
Motor Fuel	421000	1,393.45	1,686.59	1,487.11	1,700.00	**1,935.00**		
Clothing	422000	-	-	-	-	-		
Vehicle Supplies	423000	499.03	665.03	271.80	-	-		
Operating Supplies	424000	-	1,939.29	-	-	-		
		-	-	-	-	-		
Supplies and Materials		1,892.48	4,290.91	1,758.91	1,700.00	**1,935.00**	13.8%	
Professional Services	430000	-	-	-	-	-		**See Schedule C**
Telephone	431000	1,231.38	1,791.52	381.60	1,700.00	**1,000.00**		
Insurance	435000	-	-	-	-	-		
Contract Maint - Vehicles	437000	-	166.19	-	-	-		
Contract Maintenance	439000	-	-	-	-	-		
Conferences	440000	-	-	-	500.00	-		
Training	441000	20.94	690.00	-	-	-		
Memberships & Subscriptions	442000	675.00	35.00	-	200.00	-		
Depreciation	446000	-	-	-	-	-		
Admin Service Charge	448001	-	-	-	-	-		
Other Services & Charges		1,927.32	2,682.71	381.60	2,400.00	**1,000.00**	-58.3%	
Furniture & Fixtures	451000	-	-	-	-	-		
Vehicles / Equipment	452000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		161,549.22	167,437.99	178,443.95	187,600.00	**194,520.00**	3.7%	

City of Roseville
Fire Prevention
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Fuel for 2 prevention vans	-	1,935	-	-	-	1,935
Fire investigation equipment	-	-	-	-	-	-
Fire investigation supplies	-	-	-	-	-	-
Batteries and replacement items	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
	-	1,935	-	-	-	**1,935**

City of Roseville
Fire Prevention
Budget Worksheet - Schedule C

	Professional Services	Insurance	Conferences	Training	Memberships Subscrip	Deprec	Telephone	Total Other Charges & Services
Annual insurance cost	-	-	-	-	-	-	-	-
State Fire investigators conference-Fire Marshal	-	-	-	-	-	-	-	-
State Fire investigators conference-Fire inspector	-	-	-	-	-	-	-	-
Fire code training for Fire Marshal	-	-	-	-	-	-	-	-
Fire code training for Fire Inspector	-	-	-	-	-	-	-	-
Association memberships	-	-	-	-	-	-	-	-
Depreciation for 2 Fire Prevention vans	-	-	-	-	-	-	-	-
Annual service charge	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	1,000	1,000
	-	-	-	-	-	-	1,000	**1,000**

City of Roseville

Fire Training

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	-	-	-	-	**-**		
Temp Employees	412000	30,588.00	23,544.11	13,675.38	25,750.00	**57,145.00**		
Drills / Training	412105	-	-	-	-	**-**		
Admin Training Office	412107	-	-	-	-	**-**		
Employer Pension	414000	2,317.44	1,785.00	1,038.37	1,800.00	**1,800.00**		
Employer Insurance	415000	-	-	-	-	**-**		
Personal Services		32,905.44	25,329.11	14,713.75	27,550.00	**58,945.00**	114.0%	
Office Supplies	420000	-	-	-	-	**-**		**See Schedule B**
Operating Supplies	424000	3,509.81	172.01	-	2,000.00	**2,000.00**		
		-	-	-	-	**-**		
Supplies and Materials		3,509.81	172.01	-	2,000.00	**2,000.00**	0.0%	
Professional Services	430000	100.00	-	-	-	**3,000.00**		**See Schedule C**
Rental	438000	-	-	-	600.00	**600.00**		
Contract Maintenance	439000	-	1,164.00	1,445.50	-	**5,000.00**		
Conferences	440000	-	-	-	-	**-**		
Training	441000	21,107.89	16,950.68	12,059.99	10,000.00	**10,000.00**		
First Responder Training	441015	-	-	-	-	**18,210.00**		
Memberships & Subscriptions	442000	-	-	-	-	**-**		
Miscellaneous	448000	-	-	-	-	**-**		
Other Services & Charges		21,207.89	18,114.68	13,505.49	10,600.00	**36,810.00**	247.3%	
Furniture & Fixtures	451000	-	-	-	-	**-**		
Computer Equipment	453009	-	-	-	-	**-**		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		57,623.14	43,615.80	28,219.24	40,150.00	**97,755.00**	143.5%	

City of Roseville
Fire Training
Budget Worksheet - Schedule B

	Office Supplies	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Hands on training supplies	-	-	2,000	-	2,000
Books and training guides	-	-	-	-	-
Miscellaneous	-	-	-	-	-
	-	-	2,000	-	**2,000**

City of Roseville
Fire Training
Budget Worksheet - Schedule C

	Professional Services	Rental	Training	Medical training	Memberships Subscrip	EMS Training	Total Other Charges & Services
New hire training	36,420	-	-	-	-	-	36,420
St. Paul drill site-live burn training	-	600	-	-	-	-	600
New firefighter Haz Mat training - 15	-	-	-	-	-	-	-
SWAT training	-	-	3,000	-	-	-	3,000
Outside training class	-	-	10,000	-	-	-	10,000
State certifications	-	-	-	-	-	-	-
EMS training contract	-	-	-	-	-	5,000	5,000
	36,420	600	13,000	-	-	5,000	**55,020**

City of Roseville

Public Works - Administration

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	430,063.10	454,810.78	454,321.80	465,000.00	**476,400**		**Moved $40K GIS to utilities**
Vacation Pay	410001	34,884.56	38,531.98	42,894.03	-	-		**$20K for Eng Svcs Fund for**
Sick Leave Pay	410002	2,774.97	3,987.51	3,949.82	-	-		**2010 only**
Holiday Pay	410003	19,750.07	21,627.32	22,962.92	-	-		
Comp Time Pay	410004	554.79	68.12	295.83	-	-		**2011 FTE = 7.00**
Overtime Pay	411000	3,262.76	4,993.96	5,820.67	5,000.00	**5,000**		**2010 FTE = 7.00**
Temp Employees	412000	8,012.80	11,304.25	11,320.00	10,000.00	**10,000**		
Employer Pension	414000	68,704.08	72,777.33	76,395.01	80,000.00	**78,900**		
Employer Insurance	415000	48,068.49	46,243.66	55,129.06	84,000.00	**86,500**		
Personal Services		616,075.62	654,344.91	673,089.14	644,000.00	**656,800**	2.0%	
Office Supplies	420000	1,840.91	959.19	1,130.69	1,450.00	**1,450**		**See Schedule B**
Motor Fuel	421000	1,838.60	2,983.41	1,750.51	2,850.00	**2,850**		
Clothing	422000	33.47	-	-	-	-		
Vehicle Supplies	423000	1,433.68	592.38	280.80	1,000.00	**1,000**		
Operating Supplies	424000	1,558.60	1,195.76	2,073.17	2,200.00	**2,300**		
		-	-	-	-	-		
Supplies and Materials		6,705.26	5,730.74	5,235.17	7,500.00	**7,600**	1.3%	
Professional Services	430000	360.58	5,577.76	6,489.24	9,650.00	**10,000**		**See Schedule C**
Employee Recruitment	430555	-	-	-	-	-		
Telephone	431000	5,225.08	3,943.67	3,209.16	4,000.00	**4,000**		
Transportation	432000	3,248.67	4,572.99	4,640.92	4,900.00	**5,000**		
Contract Maint. - vehicles	437000	779.00	-	-	400.00	**400**		
Contract Maintenance	439000	169.25	757.38	-	600.00	**600**		
Conferences	440000	3,751.14	2,916.66	2,619.56	3,900.00	**3,900**		
Training	441000	1,799.00	1,500.44	701.65	2,400.00	**2,400**		
Memberships & Subscriptions	442000	2,438.25	722.86	697.50	1,250.00	**1,250**		
Minor Equipment	443500	1,009.92	1,061.07	-	-	-		
Computer/software Replacement	443600	-	-	-	-	-		
Vehicle Repl. (Depreciation)	446000	6,000.00	6,000.00	-	10,000.00	**10,000**		
		-	-	-	-	-		
Other Services & Charges		24,780.89	27,052.83	18,358.03	37,100.00	**37,550**	1.2%	
Vehicles and equipment	452000	-	-	-	-	-		
Other Improvements	453000	-	-	-	-	-		
Computer Equipment	453009	2,388.00	-	-	-	-		**See Schedule D**
Capital Outlay		2,388.00	-	-	-	-	#DIV/0!	
Total		649,949.77	687,128.48	696,682.34	688,600.00	**701,950**	1.9%	

City of Roseville
Public Works - Administration
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Office Supplies	1,450	-	-	-	-	1,450
Motor Fuel	-	2,850	-	-	-	2,850
Vehicle Supplies	-	-	1,000	-	-	1,000
Operating Supplies	-	-	-	2,300	-	2,300
Miscellaneous	-	-	-	-	-	-
	1,450	2,850	1,000	2,300	-	**7,600**

City of Roseville
Public Works - Administration
Budget Worksheet - Schedule C

	Professional Services	Telephone	Transport.	Vehicle Maint.	Contract Maint	Conferences	Training	Memberships Subscrip	Deprec	Total Other Charges & Services
Traffic Study / Simulation	-		-	-	-	-	-	-	-	-
ArcGIS Software licensing	1,000		-	-	-	-	-	-	-	1,000
ArcIMS software licensing	-		-	-	-	-	-	-	-	-
Ramsey County GIS User Group	-		-	-	-	-	-	-	-	-
CivXplorer maintenance & prof svcs	-		-	-	-	-	-	-	-	-
AutoCAD software licenses	4,200		-	-	-	-	-	-	-	4,200
Telephone	-	4,000	-	-	-	-	-	-	-	4,000
Public Works Director- transportation	-		3,300	-	-	-	-	-	-	3,300
Asst. PWD- transportation	-	-	1,100	-	-	-	-	-	-	1,100
Civil Engineer - transportation	-	-	600	-	-	-	-	-	-	600
Contract Maint. - vehicles	-	-	-	400	-	-	-	-	-	400
Contract Maintenance	-	-	-	-	600	-	-	-	-	600
MPWA Spring Conf (2)	-	-	-	-	-	1,000	-	-	-	1,000
MPWA Fall Conf	-	-	-	-	-	400	-	-	-	400
CEAM - 2 @ $200 ea.	-	-	-	-	-	350	-	-	-	350
APWA National Conference	-	-	-	-	-	2,150	-	-	-	2,150
GIS Tech training (2 @ $250)	-	-	-	-	-	-	500	-	-	500
Technician training (3 @ $250)	-	-	-	-	-	-	750	-	-	750
PWD training (1 @ $300)	-	-	-	-	-	-	300	-	-	300
APWD training (1 @ $300)	-	-	-	-	-	-	300	-	-	300
	-	-	-	-	-	-	-	-	-	-
Dept Assistant training (1 @ $200)	-	-	-	-	-	-	250	-	-	250
APWA Membership	-		-	-	-	-	-	850	-	850
Board of AELSLAGID	-	-	-	-	-	-	-	140	-	140
CEAM membership (1 @ $60)	-	-	-	-	-	-	-	60	-	60
Depreciation	-	-	-	-	-	-	-	-	10,000	10,000
Miscellaneous	4,800	-	-	-	-	-	300	200	-	5,300
	10,000	4,000	5,000	400	600	3,900	2,400	1,250	10,000	**37,550**

City of Roseville
Public Works - Administration
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Computer Equipment	Other	Total Capital Outlay
Pickup truck replacement	-	-	-	25,000	25,000
Replace survey equipment	-	-	-	35,000	35,000
Other	-	-	-	-	-
	-	-	-	60,000	**60,000**

Moved vehicle to Fund 403
Moved survey equipment to Eng. Svcs Fund

City of Roseville
Public Works - Streets
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2011 Adopted	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	317,620.48	365,694.68	315,550.86	402,000.00	**361,640.00**		**2011 FTE = 6.73**
Vacation Pay	410001	17,513.24	28,970.33	25,833.36	-	-		**2010 FTE = 7.25**
Sick Leave Pay	410002	11,967.95	11,242.91	8,803.15	-	-		
Holiday Pay	410003	14,774.58	17,344.26	16,012.01	-	-		
Comp Time Pay	410004	2,339.39	4,450.16	2,865.15	-	-		
Overtime Pay	411000	12,191.12	19,373.08	9,174.89	12,500.00	**12,500.00**		
Temp Employees	412000	21,945.45	14,346.42	17,200.65	18,000.00	**18,000.00**		
Employer Pension	414000	54,032.12	60,688.46	52,700.22	63,000.00	**53,415.00**		
Employer Insurance	415000	82,230.29	65,910.01	60,877.58	85,000.00	**85,195.00**		
Personal Services		534,614.62	588,020.31	509,017.87	580,500.00	**530,750.00**	-8.6%	
Office Supplies	420000	878.27	735.48	311.46	900.00	**900.00**		**See Schedule B**
Motor Fuel	421000	41,529.37	55,864.60	30,964.52	39,860.00	**41,000.00**		
Clothing	422000	2,675.18	2,682.17	2,388.25	2,500.00	**2,600.00**		
Vehicle Supplies	423000	27,911.16	35,593.32	27,847.74	23,900.00	**26,500.00**		
Operating Supplies	424000	218,915.24	281,839.80	234,450.33	315,000.00	**330,000.00**		
		-	-	-	-	-		
Supplies and Materials		291,909.22	376,715.37	295,962.30	382,160.00	**401,000.00**	4.9%	
								See schedule C
Professional Services	430000	3,985.00	4,207.79	6,409.50	4,500.00	**5,000.00**		
Employee Recruitment	430555	-	-	-	-	-		
Telephone	431000	3,373.64	3,785.29	3,453.51	3,800.00	**3,800.00**		
Transportation	432000	343.38	470.97	275.55	500.00	**500.00**		
Contract Maint. - vehicles	437000	11,875.26	3,347.57	11,644.95	6,500.00	**8,000.00**		
Rental	438000	2,353.65	3,372.40	1,034.49	4,200.00	**4,200.00**		
Contract Maintenance	439000	27,436.45	34,773.90	31,234.17	56,000.00	**56,000.00**		
Conferences	440000	380.00	224.00	48.37	650.00	**650.00**		
Training	441000	1,170.00	1,183.50	905.00	1,200.00	**1,200.00**		
Memberships & Subscriptions	442000	35.00	35.00	35.00	150.00	**150.00**		
Vehicle Repl. (Depreciation)	446000	125,000.00	130,000.00	-	150,000.00	**200,000.00**		
		-	-	-	-	-		
Other Services & Charges		175,952.38	181,400.42	55,040.54	227,500.00	**279,500.00**	22.9%	
Furniture & Fixtures	451000	-	-	-	-	-		
Vehicles / Equipment	452000	-	12,559.01	-	-	-		
Other Improvements	453000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	12,559.01	-	-	-	#DIV/0!	
Total		1,002,476.22	1,158,695.11	860,020.71	1,190,160.00	**1,211,250.00**	1.8%	

City of Roseville
Public Works - Streets
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Snow and Ice Control	-	-	-	-	72,000	-	72,000
Seal Coat Program	-	-	-	-	180,000	-	180,000
Crack Seal Program	-	-	-	-	14,000	-	14,000
Bituminous patch materials	-	-	-	-	50,000	-	50,000
Sign relacement materials	-	-	-	-	14,000	-	14,000
Equipment fuel	-	41,000	-	-	-	-	41,000
Union contract - 6 FT staff	-	-	2,600	-	-	-	2,600
office supplies	900	-	-	-	-	-	900
vehicle parts	-	-	-	26,500	-	-	26,500
Miscellaneous	-	-	-	-	-	-	-
	900	41,000	2,600	26,500	330,000	-	**401,000**

City of Roseville
Public Works - Streets
Budget Worksheet - Schedule C

	Professional Services	Telephone	Transport.	Contract Vehi Maint.	Contract Maint	Conferences	Training	Memberships Subscrip	Deprec	Rental	Total Other Charges & Services
Street Centerline Pavement Painting	-	-	-	-	14,000	-	-	-	-	-	14,000
Street Concrete Work	-	-	-	-	4,500	-	-	-	-	-	4,500
Concrete Curb Mudjacking	-	-	-	-	3,000	-	-	-	-	-	3,000
Street Pavement Milling	-	-	-	-	3,000	-	-	-	-	-	3,000
Traffic Control	-	-	-	-	500	-	-	-	-	-	500
Pavement Contractor	-	-	-	-	5,000	-	-	-	-	-	5,000
Waste Management	-	-	-	-	1,000	-	-	-	-	-	1,000
Contract Maintenance Equipment	-	-	-	8,000	-	-	-	-	-	-	8,000
PMP software maint/ pavement rating	5,000	-	-	-	-	-	-	-	-	-	5,000
Supervisor mileage	-	-	500	-	-	-	-	-	-	-	500
Nextel and Qwest	-	3,800	-	-	-	-	-	-	-	-	3,800
Rental equipment	-	-	-		-	-	-	-	-	4,200	4,200
MPWA Spring, Fall Expo	-	-	-	-	-	650	-	-	-	-	650
49er School, Sweeper+Concrete	-	-	-	-	-	-	1,200	-	-	-	1,200
MSSA,MPWA,APWA	-	-	-	-	-	-	-	150	-	-	150
vehicle & equipment depreciation	-	-	-	-	-	-	-	-	200,000	-	200,000
Misc / ROW Tree removal	-	-	-	-	25,000	-	-	-	-	-	25,000
	5,000	3,800	500	8,000	56,000	650	1,200	150	200,000	4,200	**279,500**

City of Roseville
Public Works - Streets
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Computer Equipment	Other	Total Capital Outlay
Bobcat forks	-	-	-	1,000	1,000
Skid Steer 2 1/2 slot mill	-	-	-	11,000	11,000
Wheel loader bucket scale	-	-	-	10,000	10,000
Pre-wet ice control system	-	-	-	7,500	7,500
truck mounted air compressor	-	-	-	3,500	3,500
plate compactor	-	-	-	2,500	2,500
3-ton dump truck w/plow	-	-	-	150,000	150,000
Sign plotter/cutter	-	-	-	8,000	8,000
	-	-	-	193,500	**193,500**

All items moved to Fund 403

City of Roseville
Public Works - Street Lighting
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
		-	-	-	-	-		
		-	-	-	-	-		
Personal Services		-	-	-	-	-	#DIV/0!	
		-	-	-	-	-		
		-	-	-	-	-		
Supplies and Materials		-	-	-	-	-	#DIV/0!	
Utilities	436000	187,143.76	168,935.51	186,890.36	190,000.00	**200,000.00**		
Contract Maintenance	439000	-	3,649.26	4,624.59	10,000.00	**15,000.00**		
		-	-	-	-	-		
Other Services & Charges		187,143.76	172,584.77	191,514.95	200,000.00	**215,000.00**	7.5%	
		-	-	-	-	-		$50K for Prior/Permiter Drive
Other Improvements	453000	-	-	-	-	**64,000.00**		$14K for Pedestrian Lighting on Victoria
Capital Outlay		-	-	-	-	**64,000.00**	#DIV/0!	
Total		187,143.76	172,584.77	191,514.95	200,000.00	**279,000.00**	39.5%	

City of Roseville

Public Works - Building Maintenance

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	-	-	-	-	-		
Vacation Pay	410001	-	-	-	-	-		
Sick Leave Pay	410002	-	-	-	-	-		
Temporary employees	412000	6,682.50	6,881.00	7,699.08	7,000.00	**7,000.00**		
Employer Pension	414000	511.20	526.41	476.36	700.00	**700.00**		
Employer Insurance	415000	741.93	-	-	-	-		
Personal Services		7,935.63	7,407.41	8,175.44	7,700.00	**7,700.00**	0.0%	
Clothing	422000	128.78	-	-	-			**See Schedule B**
Operating Supplies - City Hall	424001	17,899.41	16,445.64	15,018.65	18,000.00	**18,200.00**		
Operating Supplies - FS #1	424002	(1.39)	-	-	-	-		
Operating Supplies - Garage	424003	4,908.44	5,160.48	6,173.22	6,000.00	**6,500.00**		
		-	-	-	-	-		
Supplies and Materials		22,935.24	21,606.12	21,191.87	24,000.00	**24,700.00**	2.9%	
Professional Services	430000	72,688.44	76,079.40	50,926.78	69,000.00	**69,000.00**		**See Schedule C**
Paging Service	431200	-	-	-	-	-		
Utilities - City Hall	463001	128,387.49	104,990.95	90,900.12	129,000.00	**122,000.00**		
Utilities - FS #1	436002	-	-	-	4,000.00	**4,000.00**		
Utilities - Garage	436003	55,766.14	58,465.32	48,476.46	55,000.00	**58,000.00**		
Contract Maint. - vehicles	437000	-	-	-	-	-		
Contract Maint. - City Hall	439001	32,312.06	48,039.83	38,018.58	52,000.00	**52,000.00**		
Contract Maint. - FS #1	439002	161.95	1,004.05	-	-	-		
Contract Maint. - Garage	439003	17,221.92	23,559.44	21,113.51	30,000.00	**30,000.00**		
Contract Maint. - HVAC	439010	18,613.95	10,794.76	10,684.05	12,000.00	**12,000.00**		
Training	441000	441.27	637.00	414.11	700.00	**700.00**		
		-	-	-	-	-		
Other Services & Charges		325,593.22	323,570.75	260,533.61	351,700.00	**347,700.00**	-1.1%	
Furniture & Fixtures	451000	-	-	3,895.84	-	**16,000.00**		
Other Improvements	453000	1,576.20	-	-	-	**21,000.00**		
		-	-	-	-	-		
Capital Outlay		1,576.20	-	3,895.84	-	**37,000.00**	#DIV/0!	
Total		358,040.29	352,584.28	293,796.76	383,400.00	**417,100.00**	8.8%	

City of Roseville
Public Works - Building Maintenance
Budget Worksheet - Schedule B

	Clothing	Supplies City Hall	Other	Total Supplies & Materials
City Hall supplies	-	18,200	-	18,200
Maintenance Garage supplies	-	6,500	-	6,500
Miscellaneous	-	-	-	-
	-	24,700	-	**24,700**

City of Roseville
Public Works - Building Maintenance
Budget Worksheet - Schedule C

	Professional Services	Utilities City Hall	Utilities FS #1	Utilities Garage	Maint City Hall	Maint Garage	Maint FS #1	Maint HVAC	Training	Total Other Charges & Services
City Hall W/ Police area, LC, FS #1	69,000	122,000	4,000	58,000	-	-	-	12,000	-	265,000
City Hall campus (mowing & grounds)	-	-		-	7,700	-	-	-	-	7,700
Elevator maintenance	-	-			5,300	-	-	-	-	5,300
Plumbing	-	-	-	-	4,000	2,500	-	-	-	6,500
Electrical	-	-	-	-	5,000	2,500	-	-	-	7,500
Building equipment replacement	-	-	-	-	17,500	8,500	-	-	-	26,000
Overhead door maintenance	-	-	-	-	2,000	1,000	-	-	-	3,000
Carpet cleaning (2 times/yr)	-	-	-	-	8,000	2,000	-	-	-	10,000
Window glass cleaning	-	-	-	-	2,500	1,000	-	-	-	3,500
PW Office cleaning	-	-	-	-	-	12,500	-	-	-	12,500
building maintenance mgmt training	-	-	-	-	-	-	-	-	700	700
	-	-	-	-			-	-	-	-
	69,000	122,000	4,000	58,000	52,000	30,000	-	12,000	700	**347,700**

City of Roseville
Public Works - Building Maintenance
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Computer Equipment	Other	Total Capital Outlay
Floor scrubber	-		-	3,000	3,000
Replace Dock - North Garage	-	9,000	-	-	9,000
Fuel system leak detection device	-	18,000	-	-	18,000
Replace carpet - patrol area/lunch area	-	7,000	-	-	7,000
Miscellaneous	-	-	-	-	-
	-	34,000	-	3,000	**37,000**

City of Roseville

Public Works - Central Garage

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	84,062.43	90,428.33	94,475.45	109,000.00	**131,985.00**		**2011 FTE = 2.22**
Vacation Pay	410001	4,950.39	5,317.48	6,516.64	-	-		**2010 FTE = 2.0**
Sick Leave Pay	410002	6,604.53	2,600.05	3,107.94	-	-		
Holiday Pay	410003	3,961.20	4,630.44	4,870.52	-	-		
Comp Time Pay	410004	2,894.98	3,475.94	800.98	-	-		
Overtime Pay	411000	3,344.92	3,092.38	1,878.01	3,000.00	**3,000.00**		
Temp employees	412000	-	-	-	-	-		
Employer Pension	414000	14,965.85	15,497.97	15,671.80	17,000.00	**19,425.00**		
Employer Insurance	415000	15,406.16	15,661.68	17,555.77	25,000.00	**32,135.00**		
Personal Services		136,190.46	140,704.27	144,877.11	154,000.00	**186,545.00**	21.1%	
Motor Fuel	421000	10,887.78	220.12	14,280.30	-	-		**See Schedule B**
Clothing	422000	3,268.03	2,065.88	1,892.45	2,500.00	**2,500.00**		
Vehicle Supplies	423000	(16,739.84)	(36,126.19)	20,241.61	-	-		
Operating Supplies	424000	3,509.18	(65.92)	(32.65)	-	-		
		-	-	-	-	-		
Supplies and Materials		925.15	(33,906.11)	36,381.71	2,500.00	**2,500.00**	0.0%	
Professional Services	430000	84.00	60.00	269.75	-	-		**See Schedule C**
Telephone	431000	1,671.35	880.55	753.89	500.00	**1,000.00**		
Contract Maint. - vehicles	437000	3,700.76	22,489.30	24,293.47	-	-		
Contract Maintenance	439000	-	-	-	-	-		
Training	441000	155.00	31.80	229.00	425.00	**425.00**		
Minor Equipment	443500	-	-	-	-	**3,500.00**		
		-	-	-	-	-		
Other Services & Charges		5,611.11	23,461.65	25,546.11	925.00	**4,925.00**	432.4%	
Furniture & Fixtures	451000	4,135.28	-	-	-	-		
		-	-	-	-	-		
Capital Outlay		4,135.28	-	-	-	-	#DIV/0!	
Total		146,862.00	130,259.81	206,804.93	157,425.00	**193,970.00**	23.2%	

City of Roseville
Public Works - Central Garage
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Other	Other	Total Supplies & Materials
Union Contract Clothing	-	-	2,500	-	-	2,500
Miscellaneous	-	-	-	-	-	-
	-	-	2,500	-	-	**2,500**

City of Roseville
Public Works - Central Garage
Budget Worksheet - Schedule C

	Professional Services	Training	Minor Equip	Other	Total Other Charges & Services
Technical training for 2 mechanics	-	425	-	-	425
Telephone charges	-	-	-	1,000	1,000
Vehicle analyzer software update	-	-	1,000	-	1,000
hand tools	-	-	2,000	-	2,000
Tire bead sealer	-	-	500	-	500
	-	425	3,500	1,000	**4,925**

City of Roseville
Public Works - Central Garage
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Computer Equipment	Other	Total Capital Outlay
Vehicle analyzer software update	-	-	-	1,000	1,000
hand tools	-	-	-	2,000	2,000
Tire bead sealer	-	-	-	500	500
	-	-	-	3,500	**3,500**

City of Roseville

Recreation - Administration

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	410,427.22	427,018.25	446,447.10	489,895.00	**338,925.00**		**2011 FTE = 4.89**
Vacation Pay	410001	28,790.21	45,555.45	49,469.76	-	-		2010 FTE = 7.50
Sick Leave Pay	410002	1,692.60	1,328.14	-	-	-		
Holiday Pay	410003	18,464.84	20,008.84	21,897.46	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Temp Employees	412000	-	242.25	-	-	-		
Employer Pension	414000	63,841.21	66,989.12	70,446.06	74,000.00	**49,860.00**		
Employer Insurance	415000	64,035.41	61,523.59	66,563.16	85,000.00	**63,185.00**		
Personal Services		587,251.49	622,665.64	654,823.54	648,895.00	**451,970.00**	-30.3%	
		-	-	-	-	-		
Office Supplies	420000	5,480.75	5,890.84	6,171.59	6,000.00	**6,300.00**		**See Schedule B**
Operating Supplies	424000	1,545.86	1,057.12	1,763.69	1,100.00	**1,200.00**		
Supplies and Materials		7,026.61	6,947.96	7,935.28	7,100.00	**7,500.00**	5.6%	
Professional Services	430000	20,377.00	27,445.83	55,983.85	24,000.00	**14,500.00**		**See Schedule C**
Telephone	431000	5,684.87	4,875.04	3,500.60	8,000.00	**8,000.00**		
Postage	431100	17,575.00	17,710.00	15,854.00	16,750.00	**17,500.00**		
Transportation	432000	7,898.54	8,553.34	8,708.41	9,500.00	**9,500.00**		
Advertising	433000	64.16	42.53	14.38	-	-		
Printing	434000	5,518.44	4,987.97	5,037.18	8,000.00	**8,000.00**		
Insurance	435000	5,250.00	5,250.00	5,250.00	5,250.00	**5,515.00**		
Rental	438000	-	-	-	5,500.00	**5,500.00**		
Contract Maintenance	439000	76.07	-	-	500.00	**500.00**		
Conferences	440000	3,047.32	4,464.00	3,264.14	5,900.00	**5,900.00**		
Training	441000	760.00	1,173.00	2,014.00	3,000.00	**5,900.00**		
Memberships & Subscriptions	442000	2,342.00	2,264.00	2,352.03	2,600.00	**2,600.00**		
Interest Expense	443000	-	-	-	-	-		
Computer/software Replacement	443600	-	-	-	-	**1,200.00**		
Vehicle Repl. (Depreciation)	446000	5,000.00	5,000.00	-	5,000.00	**5,000.00**		
		-	-	-	-	-		
Other Services & Charges		73,593.40	81,765.71	101,978.59	94,000.00	**89,615.00**	-4.7%	
Furniture & Fixtures	451000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		667,871.50	711,379.31	764,737.41	749,995.00	**549,085.00**	-26.8%	

City of Roseville
Recreation - Administration
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
cleaning and repair supplies	-	1,200	-	1,200
Office Supplies	6,300	-	-	6,300
Other	-	-	-	-
	6,300	1,200	-	**7,500**

City of Roseville
Recreation - Administration
Budget Worksheet - Schedule C

	Professional Services	Postage	Printing	Rental	Contract Maint	Conferences	Training	Memberships Subscriptior	Transp	Total Other Charges & Services
4th of July Fireworks	-	-	-	-	-	-	-	-	-	-
Brochures (design and layout)	1,500	-	-	-	-	-	-	-	-	1,500
On-line services	12,000	-	-	-	-	-	-	-	-	12,000
Re-accreditation	1,000	-	-	-	-	-	-	-	-	1,000
Printing brochures	-	-	8,000	-	-	-	-	-	-	8,000
Postage for brochures	-	17,500	-	-	-	-	-	-	-	17,500
Copy machine lease	-	-	-	5,500	-	-	-	-	-	5,500
NRPA conference - 2 Staff	-	-	-	-	-	3,100	-	-	-	3,100
MRPA	-	-	-	-	-	2,800	-	-	-	2,800
MRPA Staff development	-	-	-	-	-	-	2,900	-	-	2,900
Institute for Prof. Devel. - 4 Staff	-	-	-	-	-		3,000	-	-	3,000
NRPA - 2 Staff & Commission Members	-	-	-	-	-	-	-	1,400	-	1,400
MRPA - 6 Staff	-	-	-	-	-	-	-	1,100	-	1,100
MRPA - Commission	-	-	-	-	-	-	-	300	-	300
Park Master Plan	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	500	-	-	-	9,500	10,000
	14,500	17,500	8,000	5,500	500	5,900	5,900	2,800	9,500	**70,100**

City of Roseville

Recreation - Summary of Fee-Based Programs

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Personal Services - temp		232,189.10	234,217.85	269,450.05	244,580.00	282,487.00		
Personal Services - FT, PT		-	-	-	-	283,955.00		2011 FTE = 4.36
Employer Pension		-	-	-	-	41,740.00		2010 FTE = 0.0
Employer Insurance		-	-	-	-	55,185.00		
Supplies and Materials		68,082.29	63,154.80	51,853.54	79,355.00	60,182.00		
General Insurance		35,410.00	34,765.00	34,765.00	34,765.00	-		
Credit Card Fees		8,743.31	8,822.27	10,268.36	9,700.00	10,500.00		
Professional services		8,086.04	16,771.70	-	-	17,500.00		Active Net Fees
Less general deduction		-	-	-	-	-		
Other Services & Charges		222,633.63	250,635.37	232,754.35	205,640.00	268,755.00		
Total		575,144.37	608,366.99	599,091.30	574,040.00	1,020,304.00	77.74%	
Total Program Revenues		699,068.14	722,761.38	734,252.91	725,015.00	741,000.00		
Recreation Admin Fees ($8 per individual)		54,957.87	49,285.95	49,153.10	43,500.00	47,500.00		
Insurance Fees		-	-	-	-	-		
Total Non-resident Fees		38,380.15	36,512.50	36,425.35	32,500.00	36,500.00		
Total Revenues		792,406.16	808,559.83	819,831.36	801,015.00	825,000.00	2.99%	
Total Program Expenditures		575,144.37	608,366.99	599,091.30	574,040.00	1,020,304.00		
Net Income		217,261.79	200,192.84	220,740.06	226,975.00	(195,304.00)		

City of Roseville

Recreation - Summary of Non-Fee Programs

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Personal Services		36,766.95	34,054.65	33,752.88	28,000.00	35,960.00		
Supplies and Materials		15,350.62	12,972.93	9,519.76	12,110.00	13,700.00		
General Insurance		1,450.00	2,500.00	2,500.00	1,415.00	-		
Less general deduction		-	-	-	-	-		
Other Services & Charges		20,238.41	21,514.01	19,497.21	22,120.00	35,785.00		
Total		73,805.98	71,041.59	65,269.85	63,645.00	85,445.00	34.25%	
Revenues								
Recreation Roundup		5,353.52	9,037.30	14,029.70	6,855.00	**12,000.00**		
Teen Programs		104.00	519.80	1,748.00	-	**500.00**		
Special Events		2,985.40	3,484.60	2,666.51	3,100.00	**2,500.00**		
Outdoor Rinks		-	24.00	93.00	360.00	-		
Senior Programs		133.56	67.16	44.40	70.00	**50.00**		
Summer Entertainment		6,000.00	6,050.00	5,948.00	4,000.00	**4,000.00**		
Puppet Wagon		1,573.00	268.00	1,450.73	-	-		
Spring Celebration		-	383.42	464.60	750.00	**400.00**		
Discover your Parks		-	-	-	-	-		
4th of July		4,045.10	3,700.00	3,478.50	4,000.00	**6,500.00**		
Halloween		1,813.00	2,506.00	2,586.00	2,050.00	**2,500.00**		
Weyerhauser grant		4,110.00	-	-	-	-		
Earth Day Celebration		-	-	-	-	-		
Rose Parade		-	-	-	-	**2,000.00**		
Rosefest		-	-	-	-	-		
Special Population		-	540.00	-	1,740.00	**5,000.00**		
		26,117.58	26,580.28	32,509.44	22,925.00	**35,450.00**	54.63%	
Net Loss		(47,688.40)	(44,461.31)	(32,760.41)	(40,720.00)	(49,995.00)		

City of Roseville

Recreation - Nature Center (non-fee)

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	45,918.42	50,397.19	53,716.44	62,000.00	-		**2011 FTE = 0.0**
Vacation Pay	410001	5,104.01	4,803.85	4,784.32	-	-		2010 FTE = 1.0
Sick Leave Pay	410002	-	-	-	-	-		
Holiday Pay	410003	2,026.40	2,413.84	2,798.40	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	12,289.95	11,409.39	8,670.77	10,000.00	**15,000.00**		weekend/other assistance
Employer Pension	414000	9,069.74	9,213.15	9,654.83	10,000.00	**1,000.00**		
Employer Insurance	415000	6,794.24	7,960.97	8,158.45	11,000.00	**1,500.00**		
Personal Services		81,202.76	86,198.39	87,783.21	93,000.00	**17,500.00**	-81.2%	
Operating Supplies	424000	4,604.21	4,163.37	3,230.04	5,000.00	**5,000.00**		**See Schedule B**
		-	-	-	-	-		
Supplies and Materials		4,604.21	4,163.37	3,230.04	5,000.00	**5,000.00**	0.0%	
Professional Services	430000	1,517.00	2,641.04	1,766.28	3,000.00	**4,000.00**		**See Schedule C**
Telephone	431000	1,656.36	1,358.14	-	850.00	**1,600.00**		
Advertising	433000	210.00	232.00	316.50	250.00	**350.00**		
Printing	434000	717.90	567.00	12.00	650.00	**900.00**		
Insurance	435000	-	-	-	1,000.00	**1,785.00**		
Utilities	436000	6,314.20	6,649.28	6,308.32	6,500.00	**7,000.00**		
Rental	438000	-	-	-	-	-		
Contract Maintenance	439000	11,467.64	11,235.00	10,738.32	12,000.00	**12,000.00**		7 hrs/week
Training	441000	-	-	-	-	-		
Memberships & Subscriptions	442000	175.00	-	-	140.00	**140.00**		
Computer/software Replacement	443600	-	-	-	500.00	-		
Minor Equipment	448600	-	-	-	-	-		
Other Services & Charges		22,058.10	22,682.46	19,141.42	24,890.00	**27,775.00**	11.6%	
		-	-	-	-	-		
		-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		107,865.07	113,044.22	110,154.67	122,890.00	**50,275.00**	-59.1%	

City of Roseville

Recreation - Nature Center (non-fee)

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Revenues								
Miscellaneous Revenues		31,544.44	37,490.70	39,022.29	19,500.00	35,000.00		
Other		-	-	-	-	-		
Total		31,544.44	37,490.70	39,022.29	19,500.00	35,000.00		
Total Revenues		31,544.44	37,490.70	39,022.29	19,500.00	35,000.00		
Total Expenditures		107,865.07	113,044.22	110,154.67	122,890.00	50,275.00		
Net Income (Loss)		(76,320.63)	(75,553.52)	(71,132.38)	(103,390.00)	(15,275.00)		

City of Roseville
Recreation - Nature Center (non-fee)
Budget Worksheet - Schedule B

	Operating Supplies	Other	Other	Other	Total Supplies & Materials
Teaching Aids	500	-	-	-	500
Program Supplies	500	-	-	-	500
Field Equipment	500	-	-	-	500
Animal Supplies	400	-	-	-	400
Custodial Supplies	500	-	-	-	500
Miscellaneous	2,600	-	-	-	2,600
	5,000	-	-	-	**5,000**

City of Roseville
Recreation - Nature Center (non-fee)
Budget Worksheet - Schedule C

	Professional Services	Telephone	Advert.	Printing	Utilities	Contr. Maint	Membership Subscript.	Minor Equip	Total Other Charges & Services
Contract naturalists	4,000	-	-	-	-	-	-	-	4,000
Telephone usage	-	1,600	-	-	-	-	-	-	1,600
Summer camp ads	-	-	350	-	-	-	-	-	350
3 school flyer distributions	-	-	-	900	-	-	-	-	900
Actual utility usage	-	-	-	-	7,000	-	-	-	7,000
Elevator maintenance contract	-	-	-	-	-	1,500	-	-	1,500
Security system contract	-	-	-	-	-	500	-	-	500
Custodial services	-	-	-	-	-	9,000	-	-	9,000
Miscellaneous	-	-	-	-	-	1,000	140	-	1,140
	4,000	1,600	350	900	7,000	12,000	140	-	**25,990**

City of Roseville

Recreation - Activity Center

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	-	88.00	-	-	-		
Vacation Pay	410001	-	-	-	-	-		
Sick Leave Pay	410002	-	-	-	-	-		
Holiday Pay	410003	-	-	-	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	12,273.25	17,551.53	9,512.97	14,500.00	**14,500.00**		evening and Weekend front
Employer Pension	414000	1,210.59	1,656.50	1,040.70	1,400.00	**1,400.00**		desk - 26 hrs. wk for 47 weeks
Employer Insurance	415000	-	-	-	-	-		
Personal Services		13,483.84	19,296.03	10,553.67	15,900.00	**15,900.00**	0.0%	
		-	-	-	-	-		**See Schedule B**
Clothing	422000	-	-	-	-	-		
Operating Supplies	424000	-	-	19.54	-	-		
Supplies and Materials		-	-	19.54	-	-	#DIV/0!	
Professional Services	430000	-	70.00	-	-	-		**See Schedule C**
Telephone	431000	1,413.49	1,868.37	2,764.92	2,100.00	**2,800.00**		
Insurance	435000	-	-	-	-	-		
Utilities	436000	-	-	-	-	-		
Rental	438000	7,698.00	7,528.00	7,655.00	12,000.00	**12,000.00**		Brimhall , Central Park Gym
Contract Maintenance	439000	64,921.00	68,850.00	67,014.00	80,000.00	**80,000.00**		Gymnastics center agreements
		-	-	-	-	-		
Other Services & Charges		74,032.49	78,316.37	77,433.92	94,100.00	**94,800.00**	0.7%	
Furniture & Fixtures	451000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		**See Schedule D**
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		87,516.33	97,612.40	88,007.13	110,000.00	**110,700.00**	0.6%	

City of Roseville
Recreation - Activity Center
Budget Worksheet - Schedule C

	Professional Services	Telephone	Rental	Contract Maint	Other	Total Other Charges & Services
Fairview - dance	-	-	6,000	-	-	6,000
Fairview - storage	-	-	6,000	-	-	6,000
Brimhall gymnasium	-	-	-	25,000	-	25,000
Central Park gymnasium	-	-	-	25,000	-	25,000
Gymnastics Center	-	-	-	30,000	-	30,000
Miscellaneous	-	2,800	-	-	-	2,800
	-	2,800	12,000	80,000	-	**94,800**

City of Roseville

Recreation - Skating Center

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	268,018.57	261,789.04	282,538.97	344,000.00	**343,625.00**		**2011 FTE = 5.75**
Vacation Pay	410001	19,491.42	16,900.06	25,294.59	-	-		2010 FTE = 6.0
Sick Leave Pay	410002	1,837.69	7,768.23	6,858.56	-	-		
Holiday Pay	410003	12,131.61	12,146.92	14,336.58	-	-		
Overtime	411000	4,713.44	6,050.05	3,068.35	5,000.00	**5,000.00**		
Temp Employees	412000	175,371.91	168,687.89	153,845.11	156,000.00	**156,000.00**		
Employer Pension	414000	62,166.08	59,797.68	63,397.48	65,000.00	**65,000.00**		
Employer Insurance	415000	36,325.60	36,763.48	44,665.74	70,000.00	**69,125.00**		
Personal Services		580,056.32	569,903.35	594,005.38	640,000.00	**638,750.00**	-0.2%	
Office Supplies	420000	929.87	487.40	997.01	2,000.00	**1,500.00**		**See Schedule B**
Motor Fuel	421000	5,279.33	5,336.09	3,981.19	5,695.00	**6,000.00**		
Clothing	422000	1,566.37	1,493.65	1,432.00	2,500.00	**2,000.00**		
Vehicle Supplies	423000	2,808.95	3,189.32	1,402.30	2,800.00	**2,500.00**		
Operating Supplies	424000	53,059.76	49,819.60	46,151.29	54,570.00	**54,000.00**		
Merchandise for Sale	425000	142.54	414.76	1,855.27	1,500.00	**1,500.00**		
Supplies and Materials		63,786.82	60,740.82	55,819.06	69,065.00	**67,500.00**	-2.3%	
Professional Services	430000	7,880.00	5,989.76	9,741.42	10,000.00	**9,000.00**		**See Schedule C**
Telephone	431000	4,774.89	4,676.94	4,858.96	5,600.00	**5,600.00**		
Transportation	432000	-	-	-	500.00	**500.00**		
Advertising	433000	9,855.93	13,025.79	11,874.44	14,000.00	**14,000.00**		
Printing	434000	3,024.60	1,416.45	1,803.05	3,000.00	**3,000.00**		
Insurance	435000	25,200.00	25,200.00	22,516.00	25,200.00	**26,640.00**		
Utilities	436000	189,968.31	212,900.23	218,986.03	180,000.00	**190,000.00**		
Contract Maint. - vehicles	437000	407.69	865.83	82.49	2,000.00	**2,000.00**		
Rental	438000	3,171.40	3,241.80	1,836.00	3,500.00	**3,500.00**		
Contract Maintenance	439000	78,663.02	65,345.52	59,070.69	82,500.00	**75,000.00**		
Conferences	440000	1,400.00	-	-	1,000.00	**1,000.00**		
Training	441000	680.00	620.00	735.00	2,250.00	**2,250.00**		
Memberships & Subscriptions	442000	3,635.30	3,435.45	3,936.46	3,875.00	**4,000.00**		
Computer/software Replacement	443600	-	-	-	8,000.00	**8,000.00**		
Depreciation	446000	4,500.00	4,500.00	-	6,000.00	**6,000.00**		
Miscellaneous	448000	82.00	-	-		-		
Credit Card Fees	448600	1,280.69	1,458.29	1,976.62	1,500.00	-		
Other Services & Charges		334,523.83	342,676.06	337,417.16	348,925.00	**350,490.00**	0.4%	

City of Roseville
Recreation - Skating Center
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Buildings & Structures	450000	7,287.26	-	(32.12)	13,500.00	**86,000.00**		
Furniture & Fixtures	451000	7,100.00	31,282.59	2,187.36	2,635.00	-		
Other Improvements	453000	30,928.05	2,577.51	3,977.94	-	-		
Computer Equipment	453009	-	-	-	-	-		**See Schedule D**
Capital Outlay		45,315.31	33,860.10	6,133.18	16,135.00	**86,000.00**	433.0%	
Total Expenditures		1,023,682.28	1,007,180.33	993,374.78	1,074,125.00	**1,142,740.00**	6.4%	
Revenues								
Equipment Rental		17,823.57	17,645.77	16,146.52	18,000.00	**18,000.00**		
Equipment Sales		-	-	-	-	-		
Clothing Sales		890.82	397.80	1,048.28	500.00	**500.00**		
Concession Sales		10,900.00	12,600.00	10,500.00	12,000.00	**12,500.00**		
Ice Rental		451,316.43	409,109.07	457,358.49	480,000.00	**480,000.00**		
Aggressive Skate Park		-	-	-	-	-		
In-line Skate Lessons		-	-	-	-	-		
Figure Skating School		114,267.40	96,092.40	-	-	-		
Spectator Adminissions		24,558.59	30,763.00	32,662.99	34,000.00	**34,000.00**		
Daily Skating		188,963.67	166,524.30	149,484.50	175,000.00	**170,000.00**		
Speed Skating Lessons		1,268.50	629.00	-	-	-		
Ice Show		19,164.56	16,035.00	-	-	-		
Skate Sharpening		6,310.75	6,192.50	6,361.71	6,500.00	**6,500.00**		
Programs		-	-	-	-	-		
Other		642.00	-	-	-	-		
Total Charges for Services		836,106.29	755,988.84	673,562.49	726,000.00	721,500.00		
Building Rental		46,943.30	50,698.70	52,009.37	60,000.00	**60,000.00**		
Donations		69,065.74	13,672.36	33,189.51	32,500.00	**32,500.00**		
Pop Commissions		20,059.64	18,637.93	4,483.93	11,000.00	**4,500.00**		
Game Room Commissions		3,144.38	2,842.72	4,195.58	4,500.00	**4,500.00**		
Weight Room Fees		-	-	-	-	-		
Birthday Parties		-	-	-	-	-		
Sponorship Fees- i.e coke		-	-	-	-	-		
Advertising Fees		10,325.00	17,202.67	13,320.00	15,000.00	**15,000.00**		
Caterer Fees		-	-	-	-	-		
Metro Girls Speedskating		241.00	1,760.00	-	-	-		
Roll for the Roses		-	-	1,324.02	1,000.00	**1,500.00**		
Novice Speed Skating		-	-	6,807.88	6,000.00	**7,000.00**		
Youth Bandy		-	-	10,514.99	10,000.00	**10,500.00**		
Ice Show		-	-	17,164.00	25,000.00	**20,000.00**		
Camps		-	-	1,932.00	5,000.00	**3,500.00**		
STR8 SK8		-	-	689.00	2,000.00	**1,500.00**		
Skating School		-	-	114,198.84	112,000.00	**112,000.00**		
Adult Speed Skating Lessons		-	-	504.00	1,000.00	**1,000.00**		
Other		28,806.50	4,329.21	2,831.25	-	-		

City of Roseville

Recreation - Skating Center

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Total Miscellaneous		178,585.56	109,143.59	263,164.37	285,000.00	**273,500.00**		
Total Revenue		1,014,691.85	865,132.43	936,726.86	1,011,000.00	995,000.00		
Total Expenditures		1,023,682.28	1,007,180.33	993,374.78	1,074,125.00	1,142,740.00		
Net Income (Loss)		(8,990.43)	(142,047.90)	(56,647.92)	(63,125.00)	(147,740.00)		

City of Roseville
Recreation - Skating Center
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Merch. For Sale	Total Supplies & Materials
Office Sup. (Paper,pens,etc)	1,500			-	-	-	1,500
Fuel for Equipment		6,000					6,000
Staff jackets	-		250	-	-	-	250
Uniforms for FT employees	-		1,000	-	-	-	1,000
Staff Shirts	-		500	-	-	-	500
Oil & Lubricants	-		-	400	-	-	400
Equip. & Accessories	-		-	1,800	-	-	1,800
Resurfacer blades	-		-	300	-	-	300
Edger blades	-		-	-	-	-	-
Refrigeration supplies	-		-	-	2,500	-	2,500
Bldg supplies (paint, nets)	-		-	-	25,000	-	25,000
Janitorial supplies	-		-	-	20,000	-	20,000
Skate Park repairs	-		-	-	1,500	-	1,500
Zamboni supplies	-		-	-	5,000	-	5,000
Merchandise For Sale	-		-	-	-	1,500	1,500
Miscellaneous	-		250	-	-	-	250
	1,500	6,000	2,000	2,500	54,000	1,500	**67,500**

Schedule B

City of Roseville
Recreation - Skating Center
Budget Worksheet - Schedule C

	Professional Services	Advertising	Printing	Vehicle Maint	Rental	Contr. Maint	Conferences	Training	Memberships Subscript.	Other	Total Other Charges & Services
HS Hockey security	5,000	-	-	-	-	-	-	-	-	-	5,000
Novice SS coaches	4,500	-	-	-	-	-	-	-	-	-	4,500
In-house printing	-	-	750	-	-	-	-	-	-	-	750
Skate tag printing	-	-	2,200	-	-	-	-	-	-	-	2,200
Ice Resurfacer Repair	-	-	-	2,000	-	-	-	-	-	-	2,000
Skate Park Storage	-	-	-	-	2,000	-	-	-	-	-	2,000
Ice show spotlight rental	-	-	-	-	1,500	-	-	-	-	-	1,500
Greenview janitorial services	-	-	-	-	-	32,000	-	-	-	-	32,000
Refrig., Bldg, & Misc. equip maintenance	-	-	-	-	-	28,000	-	-	-	-	28,000
Elevator contract	-	-	-	-	-	4,000	-	-	-	-	4,000
Janitorial	-	-	-	-	-	11,000	-	-	-	-	11,000
MRPA Conference - Ice Arena Mgr	-	-	-	-	-	-	250	-	-	-	250
MIAMA Conference	-	-	-	-	-	-	750	-	-	-	750
Refrigeration Training	-	-	-	-	-	-	-	-	-	-	-
Ammonia Emergency training	-	-	-	-	-	-	-	800	-	-	800
OSHA Training	-	-	-	-	-	-	-	500	-	-	500
ISI	-	-	-	-	-	-	-	-	450	-	450
MRPA	-	-	-	-	-	-	-	-	200	-	200
NRPA	-	-	-	-	-	-	-	-	100	-	100
ASCAP	-	-	-	-	-	-	-	-	400	-	400
MIAMA	-	-	-	-	-	-	-	-	150	-	150
Yellow pages	-	-	-	-	-	-	-	-	450	-	450
BMI Sound Contract	-	-	-	-	-	-	-	-	400	-	400
DMX Sound Contract	-	-	-	-	-	-	-	-	1,800	-	1,800
Contract instructors	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	14,000	50	-	-	-	-	950	50	-	15,050
	9,500	14,000	3,000	2,000	3,500	75,000	1,000	2,250	4,000	-	**114,250**

Greenview hours - 40 hrs/week @ $11.50/hr.
Marsden hours - increase from 13/week to 30/week @ $25/hr
Contract instructors; metro speedskating, novice program, bandy program

City of Roseville
Recreation - Skating Center
Budget Worksheet - Schedule D

	Buildings Structures	Furniture & Fixtures	Other	Total Capital Outlay
Exterior building painting	60,000	-	-	60,000
Locker room flooring	18,000	-	-	18,000
OVAL Lobby rubber flooring	8,000	-	-	8,000
	86,000	-	-	**86,000**

City of Roseville

Community Development - Planning

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	126,950.12	159,751.66	164,396.45	161,400.00	**267,270.00**		
Vacation Pay	410001	14,040.57	12,597.23	14,906.71	-	-		2011 FTE = 3.69
Sick Leave Pay	410002	2,548.49	634.03	2,535.04	-	-		2010 FTE = 2.00
Holiday Pay	410003	6,077.52	7,567.64	8,390.96	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Overtime Pay	411000	-	-	-	-	-		
Employer Pension	414000	20,883.12	25,480.63	27,427.91	23,625.00	**39,405.00**		
Employer Insurance	415000	11,637.61	16,358.25	17,442.67	28,165.00	**45,595.00**		
Personal Services		182,137.43	222,389.44	235,099.74	213,190.00	**352,270.00**	65.2%	
Office Supplies	420000	-	-	-	250.00	**3,500.00**		
Operating Supplies	424000	444.45	299.92	133.62	250.00	**1,000.00**		
Supplies and Materials		444.45	299.92	133.62	500.00	**4,500.00**	800.0%	
Professional Services	430000	57,799.71	110,164.80	11,969.42	16,600.00	**19,900.00**		**See Schedule C**
Comprehensive Plan Update	430000	-	-	-	-	-		
Telephone	431000	499.62	382.42	572.40	850.00	**850.00**		
Postage	431100	1,902.08	2,121.42	1,112.20	2,650.00	**2,650.00**		
Transportation	432000	1,232.16	6.00	252.95	-	**1,500.00**		
Advertising	433000	427.82	571.11	286.50	1,200.00	**1,000.00**		
Printing	434000	-	1,059.68	-	1,100.00	**1,100.00**		
Insurance	435000	5,250.00	5,250.00	5,250.00	5,250.00	**5,515.00**		
Contract Maintenance	439000	-	-	-	-	-		
Conferences	440000	755.60	3,358.14	2,477.38	3,800.00	**4,600.00**		
Training	441000	600.00	656.33	2,087.48	3,200.00	**2,500.00**		
Computer/software Replacement	443600	-	-	-	-	**2,175.00**		
Memberships & Subscriptions	442000	470.00	1,235.30	1,480.00	2,105.00	-		
Admin Service Charge	448050	14,000.00	14,000.00	14,000.00	14,000.00	**14,000.00**		
Other Services & Charges		82,936.99	138,805.20	39,488.33	50,755.00	**55,790.00**	9.9%	
Furniture & Fixtures	451000	19.84	404.70	-	-	-		
Computer Equipment	453009	-	-	3,392.82	2,000.00	-		
Capital Outlay		19.84	404.70	3,392.82	2,000.00	-	-100.0%	
Total		265,538.71	361,899.26	278,114.51	266,445.00	**412,560.00**	54.8%	

City of Roseville
Community Development - Planning
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Meeting expenses (VB, RVA)	-	-	-	-
Other	-	-	-	-
Other	-	-	-	-
Miscellaneous	3,500	1,000	-	4,500
	3,500	1,000	-	**4,500**

City of Roseville
Community Development - Planning
Budget Worksheet - Schedule C

	Professional Services	Tele	Postage	Advertising	Printing	Insurance	Conferences	Training	Membership Subscriptior	Admin Charge	Total Other Charges & Services
General Land Use/Zoning Studies	-	-	-	-	-	-	-	-	-	-	-
Special Project Studies	7,000	-	-	-	-	-	-	-	-	-	7,000
Zoning Code rewrite	-	-	-	-	-	-	-	-	-	-	-
Recording Secretary	8,400	-	-	-	-	-	-	-	-	-	8,400
Recording Fees	1,200	-	-	-	-	-	-	-	-	-	1,200
Department phone charges	-	850	-	-	-	-	-	-	-	-	850
Postage	-	-	2,650	-	-	-	-	-	-	-	2,650
Public Notice for Planning Cases	-	-	-	1,200	-	-	-	-	-	-	1,200
Public Hearing Notice	-	-	-	-	350	-	-	-	-	-	350
Special reports	-	-	-	-	750	-	-	-	-	-	750
Set by Admin	-	-	-	-	-	5,515	-	-	-	-	5,515
Regional Planning Conference	-	-	-	-	-	-	2,500	-	-	-	2,500
MNAPA State Conference - 2	-	-	-	-	-	-	-	-	-	-	-
Misc. Local Planning Conferences	-	-	-	-	-	-	1,300	-	-	-	1,300
Planning Commission Planning Basic	-	-	-	-	-	-	-	1,200	-	-	1,200
Planner Professional Development	-	-	-	-	-	-	-	2,000	-	-	2,000
Planning Commission Journal	-	-	-	-	-	-	-	-	-	-	-
APA: Planning Commission	-	-	-	-	-	-	-	-	-	-	-
APA: Staff	-	-	-	-	-	-	-	-	1,200	-	1,200
Urban Land Institute	-	-	-	-	-	-	-	-	375	-	375
Sensible Land Use Coalition	-	-	-	-	-	-	-	-	450	-	450
American Demographics	-	-	-	-	-	-	-	-	80	-	80
Landscape Architecture	-	-	-	-	-	-	-	-	-	-	-
Admin Surcharge	-	-	-	-	-	-	-	-	-	14,000	14,000
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-
	16,600	850	2,650	1,200	1,100	5,515	3,800	3,200	2,105	14,000	**51,020**

City of Roseville

Community Development - Economic Development

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	71,147.74	85,017.83	134,756.10	139,000.00	**68,975.00**		
Vacation Pay	410001	6,566.62	9,814.70	12,650.99	-	-		2011 FTE = 0.93
Sick Leave Pay	410002	-	-	-	-	-		2010 FTE = 2.00
Holiday Pay	410003	3,117.00	5,077.08	6,061.74	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Overtime Pay	411000	-	-	-	-	-		
Employer Pension	414000	11,217.87	18,777.44	21,855.41	20,350.00	**10,150.00**		
Employer Insurance	415000	12,784.59	11,816.41	13,672.48	23,000.00	**10,660.00**		
Personal Services		104,833.82	130,503.46	188,996.72	182,350.00	**89,785.00**	-50.8%	
Office Supplies	420000	4,581.56	4,513.48	3,536.20	4,500.00	**1,500.00**		**See Schedule B**
Operating Supplies	424000	776.67	1,391.33	682.50	1,500.00	**500.00**		
Supplies and Materials		5,358.23	5,904.81	4,218.70	6,000.00	**2,000.00**	-66.7%	
Professional Services	430000	4,891.19	2,256.31	1,666.36	5,000.00	**2,500.00**		**See Schedule C**
Telephone	431000	1,867.27	1,419.72	1,498.36	1,300.00	**1,300.00**		
Postage	431100	860.13	261.96	221.25	250.00	**250.00**		
Transportation	432000	1,155.69	1,029.39	1,021.06	2,500.00	**1,000.00**		
Advertising	433000	-	-	-	-	-		
Printing	434000	-	0.43	-	-	-		
Insurance	435000	6,825.00	6,825.00	6,825.00	6,825.00	**7,165.00**		
Contract Maintenance	439000	-	-	-	-	-		
Conferences	440000	723.03	290.00	1,112.50	750.00	**750.00**		
Training	441000	1,345.00	75.00	1,033.82	500.00	**500.00**		
Memberships & Subscriptions	442000	206.68	465.45	559.00	600.00	**600.00**		
Admin Service Charge	448050	8,000.00	8,000.00	8,000.00	8,000.00	**8,000.00**		
Business Retention Program	448056	-	-	-	-	-		
Other Services & Charges		25,873.99	20,623.26	21,937.35	25,725.00	**22,065.00**	-14.2%	
Furniture & Fixtures	451000	-	-	-	-	-		
Computer Equipment	453009	1,415.92	-	-	750.00	-		
Capital Outlay		1,415.92	-	-	750.00	-	-100.0%	
Total		137,481.96	157,031.53	215,152.77	214,825.00	**113,850.00**	-47.0%	

City of Roseville
Community Development - Economic Development
2009 Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
All Department Supplies (based on prior years use)	1,500	-	-	1,500
Misc.Development Report Info for special projects		500	-	500
Miscellaneous	-	-	-	-
	1,500	500	-	**2,000**

City of Roseville
Community Development - Economic Development
2009 Budget Worksheet - Schedule C

	Professional Services	Telephone	Postage	Transpor-Tation	Printing	Insurance	Conferences	Training	Memberships Subscription	Admin Svs Charge	Total Other Charges & Services
Special project funds	2,500	-	-	-	-	-	-	-	-	-	2,500
Department Telephone Charge	-	1,300	-	-	-	-	-	-	-	-	1,300
Postage	-	-	250	-	-	-	-	-	-	-	250
Director allowance/ ED Mileage	-	-	-	1,000	-	-	-	-	-	-	1,000
General Redevelopment Opportunties	-	-	-	-	-	-	-	-	-	-	-
Property Signage/Large Dev. Printing	-	-	-	-	-	-	-	-	-	-	-
Set by Admin	-	-	-	-	-	7,165	-	-	-	-	7,165
EDAM Monthly Mtgs	-	-	-	-	-	-	-	-	-	-	-
EDAM Annual State Conf	-	-	-	-	-	-	500	-	-	-	500
EDAM Membership	-	-	-	-	-	-	-	-	310	-	310
APA Membership	-	-	-	-	-	-	-	-	225	-	225
APA Conference	-	-	-	-	-	-	-	-	-	-	-
City Business	-	-	-	-	-	-	-	-	-	-	-
MN Real Estate Journal	-	-	-	-	-	-	-	-	-	-	-
Twin Cities Business Monthly	-	-	-	-	-	-	-	-	-	-	-
MN Solutions Membership	-	-	-	-	-	-	-	-	-	-	-
Set by Admin	-	-	-	-	-	-	-	-	-	8,000	8,000
Miscellaneous	-	-	-	-	-	-	250	500	65	-	815
	2,500	1,300	250	1,000	-	7,165	750	500	600	8,000	**22,065**

City of Roseville
Community Development - GIS
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	44,957.35	49,361.59	52,551.66	56,200.00	**52,645.00**		
Vacation Pay	410001	4,964.50	4,467.10	3,192.88	-	-		2011 FTE = 0.83
Sick Leave Pay	410002	-	-	-	-	-		2010 FTE = 1.00
Holiday Pay	410003	2,042.45	2,427.83	2,562.49	-	-		
Comp Time Pay	410004	-	-	-	-	-		
Overtime Pay	411000	-	-	-	-	-		
Temp Employees	412000	-	-	-	-	-		
Employer Pension	414000	7,267.00	7,968.64	8,413.28	8,300.00	**7,765.00**		
Employer Insurance	415000	6,868.46	7,833.29	8,390.68	10,700.00	**9,695.00**		
Personal Services		66,099.76	72,058.45	75,110.99	75,200.00	**70,105.00**	-6.8%	
Office Supplies	420000	-	-	-	100.00	**100.00**		
Operating Supplies	424000	-	-	104.20	-	-		
Supplies and Materials		-	-	104.20	100.00	**100.00**	0.0%	
Professional Services	430000	-	-	3,392.58	-	-		**See Schedule C**
Telephone	431000	240.00	186.00	190.80	250.00	-		
Postage	431100	-	-	-	-	-		
Transportation	432000	199.30	-	-	200.00	-		
Printing	434000	-	-	-	-	-		
Insurance	435000	2,625.00	2,625.00	2,625.00	2,625.00	-		
Conferences	440000	260.00	235.00	332.50	400.00	**400.00**		
Training	441000	-	-	-	-	-		
Memberships & Subscriptions	442000	515.56	822.86	627.87	1,000.00	**1,000.00**		
		-	-	-	-	-		
Other Services & Charges		3,839.86	3,868.86	7,168.75	4,475.00	**1,400.00**	-68.7%	
Furniture & Fixtures	451000	-	-	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	-	-	-	-	#DIV/0!	
Total		69,939.62	75,927.31	82,383.94	79,775.00	**71,605.00**	-10.2%	

City of Roseville
Community Development - GIS
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Lamination sleeves	50	-	-	50
Other	50	-	-	50
Miscellaneous	-	-	-	-
	100	-	-	**100**

City of Roseville
Community Development - GIS
Budget Worksheet - Schedule C

	Professional Services	Transport	Conferences	Training	Memberships Subscription	Other	Total Other Charges & Services
Online Mapping Development	-	-	-	-	-	-	-
ArcEditor, ArcInfo licenses (new)	-	-	-	-	-	-	-
Mileage for meetings	-	-	-	-	-	-	-
GIS/LIS State Seminar	-	-	250	-	-	-	250
Misc. local GIS/Planning Conferences	-	-	150	-	-	-	150
Ramsey County GIS Users Group	-	-	-	-	-	-	-
URISA	-	-	-	-	200	-	200
American Planning Association	-	-	-	-	-	-	-
ESRI Annual GIS Upgrade	-	-	-	-	800	-	800
Miscellaneous	-	-	-	-	-	-	-
	-	-	400	-	1,000	-	**1,400**

City of Roseville
Community Development - Code Enforcement
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	332,998.25	328,218.64	336,167.50	404,000.00	**391,940.00**		2011 FTE = 5.95
Vacation Pay	410001	29,034.24	34,526.15	35,279.23	-	-		2010 FTE = 6.50
Sick Leave Pay	410002	-	248.56	-	-	-		
Holiday Pay	410003	14,368.83	15,670.53	17,971.75	-	-		
Comp Time Pay	410004	-	-	6,411.05	-	-		
Overtime Pay	411000	-	-	-	-	-		
Temp Employees	412000	14,685.60	817.81	19,514.33	10,000.00	-		Seasonal intern
Employer Pension	414000	52,994.05	58,076.40	58,653.89	59,200.00	**57,585.00**		
Employer Insurance	415000	33,145.82	37,605.48	45,380.85	74,000.00	**74,455.00**		
Personal Services		477,226.79	475,163.57	519,378.60	547,200.00	**523,980.00**	-4.2%	
Office Supplies	420000	254.04	93.73	-	-	-		**See Schedule B**
Motor Fuel	421000	4,128.68	5,667.16	3,202.99	5,000.00	**5,000.00**		
Clothing	422000	-	-	-	300.00	**300.00**		Hats, jackets
Vehicle Supplies	423000	1,465.58	1,045.17	415.50	1,100.00	**1,100.00**		
Operating Supplies	424000	1,229.47	382.38	2,275.61	1,750.00	**1,750.00**		
Supplies and Materials		7,077.77	7,188.44	5,894.10	8,150.00	**8,150.00**	0.0%	
Professional Services	430000	5,750.20	4,009.46	8,657.91	15,000.00	**15,000.00**		**See Schedule C**
Electrical Inspections	430007	64,582.22	72,673.48	55,342.72	65,750.00	**65,750.00**		
Telephone	431000	2,890.23	2,574.45	2,238.67	3,150.00	**2,900.00**		
Advertising	433000	1,928.59	2,462.52	-	-	-		
Postage	431100	-	-	3,427.61	3,000.00	**3,250.00**		
Printing	434000	424.52	2,219.66	1,055.20	3,250.00	**2,500.00**		
Insurance	435000	15,750.00	15,750.00	15,750.00	15,750.00	**15,750.00**		
Contract Maint. - vehicles	437000	-	34.92	-	400.00	**400.00**		
Contract Maintenance	439000	-	65.40	200.00	250.00	**250.00**		
Conferences	440000	22.31	608.21	(50.00)	1,000.00	**1,000.00**		
Training	441000	2,739.78	2,488.81	3,411.19	5,000.00	**5,000.00**		
Memberships & Subscriptions	442000	100.00	669.99	1,187.58	1,100.00	**1,100.00**		
Depreciation	446000	-	-	-	-	-		
Admin Service Charge	448001	18,000.00	18,000.00	18,000.00	18,000.00	**18,000.00**		
Credit Card Fees	448600	3,874.85	-	-	7,250.00	-		
Other Services & Charges		116,062.70	121,556.90	109,220.88	138,900.00	**130,900.00**	-5.8%	
Furniture & Fixtures	451000	-	-	-	500.00	-		
Vehicles / Equipment	452000	-	14,971.45	15,370.77	-	**16,000.00**		
Computer Equipment	453009	-	9,323.03	-	4,500.00	-		
Capital Outlay		-	24,294.48	15,370.77	5,000.00	**16,000.00**	220.0%	
Total		600,367.26	628,203.39	649,864.35	699,250.00	**679,030.00**	-2.9%	

City of Roseville
Community Development - Code Enforcement
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Fuel for 4 inspection vehicles	-	5,000	-	-	-	-	5,000
Identify hats/jackets for codes staff	-	-	300	-	-	-	300
Misc. Repairs for 4 inspection vehicles	-	-	-	1,100	-	-	1,100
Code Books, Reference materials			-		1,250	-	1,250
Small tools for inspection staff			-		500	-	500
Other	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
	-	5,000	300	1,100	1,750	-	**8,150**

City of Roseville
Community Development - Code Enforcement
Budget Worksheet - Schedule C

	Professional Services	Electrical Inspections	Telephone	Postage	Printing	Insurance	Vehicle Maint	Contract Maint.	Conferences	Training	Membership Subscription	Admin Charge	Credit Card Fees	Total Other Charges & Services
Structural Engineer consultation	6,000		-	-	-	-	-	-	-	-	-	-	-	6,000
Attorney - complaint court costs	-		-	-	-	-	-	-	-	-	-	-	-	-
Permits software support	3,500		-	-	-	-	-	-	-	-	-	-	-	3,500
Scanning Microfische Files & Plans	4,300		-	-	-	-	-	-	-	-	-	-	-	4,300
Electrical Inspection Consultant	-	65,750	-	-	-	-	-	-	-	-	-	-	-	65,750
Phone system use/cell phones for inspectors	-	-	2,900	-	-	-	-	-	-	-	-	-	-	2,900
Postage	-	-	-	3,250	-	-	-	-	-	-	-	-	-	3,250
Scan large building plans	-	-	-	-	2,500	-	-	-	-	-	-	-	-	2,500
Set by Admin	-	-	-	-	-	15,750	-	-	-	-	-	-	-	15,750
Set by Admin	-	-	-	-	-	-	400	-	-	-	-	-	-	400
Set by Admin	-	-	-	-	-	-	-	250	-	-	-	-	-	250
Inst for building Officials	-	-	-	-	-	-	-	-	1,000	-	-	-	-	1,000
MN Building Tech Association	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MAHCO Meetings	-	-	-	-	-	-	-	-	-	400	-	-	-	400
State Seminars - Fall and Spring	-	-	-	-	-	-	-	-	-	500	-	-	-	500
ICC Plan review training	-	-	-	-	-	-	-	-	-	590	-	-	-	590
Computer Class	-	-	-	-	-	-	-	-	-	300	-	-	-	300
TRW Computer training	-	-	-	-	-	-	-	-	-	550	-	-	-	550
ICB Seminar	-	-	-	-	-	-	-	-	-	1,380	-	-	-	1,380
Mgmgt training	-	-	-	-	-	-	-	-	-	400	-	-	-	400
Northstar Chaper Membership	-	-	-	-	-	-	-	-	-	-	150	-	-	150
ICBO Membership	-	-	-	-	-	-	-	-	-	-	250	-	-	250
AMBO Membership	-	-	-	-	-	-	-	-	-	-	250	-	-	250
MAHCO/MBPTA Memberships	-	-	-	-	-	-	-	-	-	-	450	-	-	450
Admin Surcharge for Overhead	-	-	-	-	-	-	-	-	-	-	-	18,000	-	18,000
Fee for acceptance of Credit Cards	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	1,200	-	-	-	-	-	-	-	-	880	-	-	-	2,080
	15,000	65,750	2,900	3,250	2,500	15,750	400	250	1,000	5,000	1,100	18,000	-	**130,900**

City of Roseville
Community Development - Code Enforcement
Budget Worksheet - Schedule D

	Furniture & Fixtures	Vehicles & Equip	Computer Equipment	Other	Other	Total Capital Outlay
Replace 2001 vehicle	-	16,000	-	-	-	16,000
	-	-	-	-	-	-
	-	16,000	-	-	-	**16,000**

City of Roseville
Finance - Information Technology
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	348,368.11	372,622.23	421,627.35	555,000.00	**671,000.00**		
Vacation Pay	410001	24,883.71	32,639.65	42,818.66	-	**-**		
Sick Leave Pay	410002	4,709.46	1,158.59	1,777.04	-	**-**		
Holiday Pay	410003	15,559.78	16,611.92	20,996.94	-	**-**		
Comp Pay	410004	1,418.47	1,673.16	1,275.88	-	**-**		
Overtime Pay	411000	-	-	-	-	**-**		
Employer Pension	414000	54,660.99	58,508.99	68,856.82	81,300.00	**99,000.00**		
Employer Insurance	415000	47,429.22	50,679.55	55,938.07	97,600.00	**125,000.00**		
Personal Services		497,029.74	533,894.09	613,290.76	733,900.00	**895,000.00**	22.0%	
Office Supplies	420000	65.00	280.10	-	300.00	**1,750.00**		
Operating Supplies	424000	15,736.06	14,928.07	13,217.10	12,000.00	**8,750.00**		
		-	-	-	-	**-**		
Supplies and Materials		15,801.06	15,208.17	13,217.10	12,300.00	**10,500.00**	-14.6%	
Professional Services	430000	2,362.14	-	-	4,000.00	**-**		**See Schedule C**
Telephone	431000	44,672.12	33,205.85	39,031.27	40,000.00	**5,700.00**		
Internet Charges	431001	-	-	-	-	**45,090.00**		
Transportation	432000	3,430.90	6,730.22	4,343.90	8,000.00	**6,300.00**		
Insurance	435000	-	2,000.00	5,000.00	5,000.00	**5,250.00**		
Contract Maintenance	439000	34,245.32	35,325.65	61,560.83	40,000.00	**53,250.00**		
Training	441000	3,335.62	867.92	1,774.56	5,000.00	**-**		
Interest Expense	443000	-	-	-	-	**-**		
Computer/software Replacement	443600	-	-	-	-	**-**		
Miscellaneous	448000	162.05	319.82	-	500.00	**500.00**		
Admin Service Charge	448001	10,000.00	15,000.00	20,000.00	20,000.00	**20,000.00**		
Other Services & Charges		98,208.15	93,449.46	131,710.56	122,500.00	**136,090.00**	11.1%	
Other Improvements	453000	3,550.21	-	12,539.21	-	**-**		New JPA
Computer Software	453008	-	-	-	-	**62,000.00**		
Computer Equipment	453009	145,697.05	120,981.60	117,606.06	132,000.00	**60,000.00**		**See Schedule D**
Capital Outlay		149,247.26	120,981.60	130,145.27	132,000.00	**122,000.00**	-7.6%	

City of Roseville

Finance - Information Technology

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Total		760,286.21	763,533.32	888,363.69	1,000,700.00	**1,163,590.00**	16.3%	

City of Roseville
Finance - Information Technology
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
General supplies	500	-	-	500
Toner usage	250	-	-	250
Data, printer cables	1,000	-	-	1,000
Computer memory upgrades	-	1,500	-	1,500
Misc. Network cables	-	1,000	-	1,000
Misc. computer supplies	-	4,000	-	4,000
UPS Battery replacements	-	2,000	-	2,000
Misc. adaptor cables	-	250	-	250
	-	-	-	-
	1,750	8,750	-	**10,500**

* Based on prior years' actuals accompanied by an inflation adjustment

City of Roseville
Finance - Information Technology
Budget Worksheet - Schedule C

	Professional Services	Telephone	Internet	Contract Maint	Conference	Training	Other	Total Other Charges & Services	
Sprint mobile data cards	-	1,680	-	-	-	-	-	1,680	
Sprint PDA phones	-	2,400	-	-	-	-	-	2,400	
Cisco mobile phone - Heiser	-	180	-	-	-	-	-	180	
Cisco mobile phone - Seeley	-	180	-	-	-	-	-	180	
Cisco mobile phone - Shaver	-	180	-	-	-	-	-	180	
Cisco mobile phone - Moncur	-	180	-	-	-	-	-	180	
Cisco mobile phone - Mayfield	-	180	-	-	-	-	-	180	
Cisco mobile phone - Barber	-	180	-	-	-	-	-	180	
Cisco mobile phone - Newcomb	-	180	-	-	-	-	-	180	
Cisco mobile phone - Solberg	-	180	-	-	-	-	-	180	
Cisco mobile phone - Sitarz	-	180	-	-	-	-	-	180	
Internet access (XO Communications)	-	-	18,000	-	-	-	-	18,000	
Access to 511 Bldg (Access Communications)	-	-	23,400	-	-	-	-	23,400	
FWR cross connect to XO	-	-	3,000	-	-	-	-	3,000	
Comcast cable modems	-	-	690	-	-	-	-	690	
DNS Hosting (Local Link)	-	-	-	1,290	-	-	-	1,290	107.5
DNS Hosting (US Internet)	-	-	-	750	-	-	-	750	
Electrowatchman	-	-	-	515	-	-	-	515	
Drop IO Storage charge	-	-	-	300	-	-	-	300	
McAfee MX Enterprise Defense Plus	-	-	-	14,340	-	-	-	14,340	
Access Comm Locates - Co Rd B2	-	-	-	7,200	-	-	-	7,200	
Access Comm Locates - Dale St	-	-	-	1,500	-	-	-	1,500	
Access Comm Locates - Oakcrest	-	-	-	1,200	-	-	-	1,200	
Access Comm Locates - Little Canada	-	-	-	950	-	-	-	950	
Access Comm Locates - Hamline	-	-	-	1,500	-	-	-	1,500	
Access Comm Locates - Lexington	-	-	-	950	-	-	-	950	
Access Comm Locates - Roselawn	-	-	-	8,700	-	-	-	8,700	
Data Center fire control (Nardini Fire)	-	-	-	375	-	-	-	375	
Data Center UPS (DC Group)	-	-	-	2,750	-	-	-	2,750	
Software HelpDesk (ZOHO Corp.)	-	-	-	2,180	-	-	-	2,180	
McAfee Virus Protection	-	-	-	8,750	-	-	-	8,750	
	-	-	-	-	-	-	-	-	
	-	5,700	45,090	53,250	-	-	-	**104,040**	

Schedule C

City of Roseville
Finance - Information Technology
Budget Worksheet - Schedule D

	Computer Equipment	Computer Software	Other	Other	Total Capital Outlay
Switch replacement - Roseville	35,000	-	-	-	35,000
Switch replacement - Metro I-Net	25,000	-	-	-	25,000
Laserfiche Maintenance (Cities Digital)	-	13,500	-	-	13,500
Microsoft Software Assurance	-	27,000	-	-	27,000
Cisco SmartNet Maintenance (CDWG)	-	21,500	-	-	21,500
	-	-	-	-	-
	60,000	62,000	-	-	**122,000**

City of Roseville

Administration - Communications

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	75,122.40	75,083.01	79,352.93	90,000.00	**106,725.00**		**2011 FTE = 1.42**
Vacation Pay	410001	5,298.58	9,415.64	5,535.38	-	-		**2010 FTE = 1.25**
Sick Leave Pay	410002	57.46	-	-	-	-		
Holiday Pay	410003	3,703.60	3,583.26	4,072.50	-	-		
Temp Employees	412000	5,494.86	7,545.02	5,169.16	7,000.00	-		
Employer Pension	414000	11,383.01	12,099.36	12,654.47	13,650.00	**15,745.00**		
Employer Insurance	415000	19,379.12	18,570.40	13,105.70	18,000.00	**18,350.00**		
Personal Services		120,439.03	126,296.69	119,890.14	128,650.00	**140,820.00**	9.5%	
Operating Supplies	424000	899.16	1,945.31	1,133.94	3,000.00	**2,250.00**		**See Schedule B**
		-	-	-	-	-		
Supplies and Materials		899.16	1,945.31	1,133.94	3,000.00	**2,250.00**	-25.0%	
Professional Services	430000	23,755.89	6,300.00	6,163.87	30,000.00	**35,000.00**		**See Schedule C**
Telephone	431000	-	-	-	1,500.00	**1,500.00**		
Postage	431100	18,031.15	17,588.51	16,905.09	20,000.00	**20,000.00**		
Printing	434000	24,673.88	21,511.95	41,031.02	30,000.00	**30,000.00**		
Insurance	435000	3,150.00	3,500.00	3,500.00	3,500.00	**3,675.00**		
Contract Maintenance	439000	415.58	484.19	-	1,500.00	**1,000.00**		
Conferences	440000	345.00	75.00	-	1,000.00	**750.00**		
Training	441000	35.00	-	-	-	-		
Memberships & Subscriptions	442000	79,660.87	89,448.86	91,862.66	84,500.00	**84,500.00**		
Depreciation	446000	-	-	-	-	-		
Miscellaneous	448000	-	71.34	-	-	-		
Admin Service Charge	448001	13,390.00	12,000.00	14,000.00	14,000.00	**14,000.00**		
Other Services & Charges		163,457.37	150,979.85	173,462.64	186,000.00	**190,425.00**	2.4%	
Furniture & Fixtures	451000	12,411.69	9,665.07	3,773.42	10,000.00	**10,000.00**		**See Schedule D**
Capital Outlay		12,411.69	9,665.07	3,773.42	10,000.00	**10,000.00**	0.0%	
Total		297,207.25	288,886.92	298,260.14	327,650.00	**343,495.00**	4.8%	

City of Roseville
Administration - Communications
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Tapes and DVDs	-	2,000	-	2,000
Cables and misc. hardware	-	500	-	500
Toner	-	3,000	-	3,000
General Supplies	-	500	-	500
Other	-	-	-	-
Miscellaneous	-	-	-	-
	-	6,000	-	**6,000**

City of Roseville
Administration - Communications
Budget Worksheet - Schedule C

	Professional Services	Telephone	Contract Maint	Conference	Memberships & Subscrip	Other	Total Other Charges & Services
Equipment Repairs	-	-	1,500	-	-	-	1,500
General Telephone	-	1,500	-	-	-	-	1,500
RAM Conference	-	-	-	-	-	-	-
ARM Conference	-	-	-	-	-	-	-
MACTA Conference	-	-	-	400	-	-	400
Computer Classes	-	-	-	400	-	-	400
North Suburban Communications Commission	-	-	-	-	84,500	-	84,500
RAM	-	-	-	-	-	-	-
ARM	-	-	-	-	-	-	-
Laserfiche Agenda Manager	1,000	-	-	-	-	-	1,000
Community Survey	10,000	-	-	-	-	-	10,000
Website hosting	20,000	-	-	-	-	-	20,000
Miscellaneous	4,000	-	-	35	-	-	4,035
	35,000	1,500	1,500	835	84,500	-	**123,335**

City of Roseville
Administration - Communications
Budget Worksheet - Schedule D

	Office Equipment	Furniture & Fixtures	Other	Other	Total Capital Outlay
Switcher replacement	10,000	-	-	-	10,000
Miscellaneous	-	-	-	-	-
	10,000	-	-	-	**10,000**

* Based on prior years' actuals accompanied by an inflation adjustment

City of Roseville
Finance - License Center
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	508,939.58	521,631.33	539,580.33	630,000.00	**673,800.00**		**Leaving 1 FT FTE & 1 PT FTE vacant for 2010 & 2011**
Vacation Pay	410001	45,566.74	60,087.72	55,281.69	-	-		
Sick Leave Pay	410002	4,114.32	4,786.50	2,911.35	-	-		
Holiday Pay	410003	23,187.38	24,141.90	28,729.46	-	-		
Comp Pay	410004	3,464.39	2,603.42	540.86	-	-		
Overtime Pay	411000	58.53	294.27	-	-	-		
Temp Employees	412000	-	-	-	-	-		
Employer Pension	414000	80,999.80	85,533.40	88,749.98	92,000.00	**99,300.00**		
Employer Insurance	415000	81,115.35	87,481.73	103,637.29	155,000.00	**158,500.00**		
Personal Services		747,446.09	786,560.27	819,430.96	877,000.00	**931,600.00**	6.2%	
Office Supplies	420000	9,092.13	10,230.52	6,714.75	11,000.00	**11,000.00**		
Operating Supplies	424000	3,052.32	582.64	2,077.23	600.00	**600.00**		
		-	-	-	-	-		
Supplies and Materials		12,144.45	10,813.16	8,791.98	11,600.00	**11,600.00**	0.0%	
Professional Services	430000	11,037.17	13,654.58	8,835.89	12,000.00	**12,000.00**		
Telephone	431000	3,382.54	3,834.61	4,040.28	4,000.00	**4,500.00**		
Postage	431100	2,620.94	2,421.27	3,579.34	2,500.00	**3,500.00**		
Transportation	432000	5,157.34	5,218.70	4,264.12	4,000.00	**4,500.00**		
Advertising	433000	-	-	-	-	-		
Printing	434000	3,935.88	731.00	-	700.00	**700.00**		
Insurance	435000	8,700.00	12,000.00	15,000.00	15,000.00	**15,750.00**		
Utilities	436000	7,569.08	7,565.18	6,681.53	7,700.00	**7,700.00**		
Rental	438000	49,800.00	50,400.00	50,400.00	55,000.00	**56,000.00**		
Contract Maintenance	439000	4,465.48	3,206.23	5,140.61	7,500.00	**7,500.00**		
Conferences	440000	-	40.00	-	-	-		
Training	441000	1,323.00	378.00	40.00	1,500.00	**1,500.00**		
Memberships & Subscriptions	442000	778.00	806.00	1,535.00	875.00	**875.00**		
Interest Expense	443000	-	-	-	-	-		
Minor Equipment	443500	1,658.97	4,169.95	2,714.63	1,000.00	**2,000.00**		
Depreciation	446000	-	-	-	-	-		
Admin Service Charge	448001	25,000.00	30,000.00	35,000.00	35,000.00	**35,000.00**		
Contribution to Other Funds	448400	220,000.00	108,000.00	50,000.00	50,000.00	**50,000.00**		
Other Services & Charges		345,428.40	242,425.52	187,231.40	196,775.00	**201,525.00**	2.4%	
Furniture & Fixtures	451000	-	-	-	-	-		
Other Improvements	453000	6,106.35	-	9,952.00	-	-		
Computer Equipment	453009	812.58	-	23.55	-	-		
Capital Outlay		6,918.93	-	9,975.55	-	-	#DIV/0!	
Total		1,111,937.87	1,039,798.95	1,025,429.89	1,085,375.00	**1,144,725.00**	5.5%	

City of Roseville
Finance - License Center
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Copier paper	1,750	-	-	1,750
Letterhead & envelopes	-	-	-	-
Passport photo paper	8,000	-	-	8,000
Deputy Registrar stamps	500	-	-	500
Ticket dispenser tickets	500	-	-	500
Printer toner	-	500	-	500
Miscellaneous	250	100	-	350
	11,000	600	-	**11,600**

City of Roseville
Finance - License Center
Budget Worksheet - Schedule C

	Professional Services	Trans-Portation	Advertising	Contract Maint	Conference	Training	Membership & Subscrip	Minor Equip	Other	Total Other Charges & Services
Courier service	1,890	-	-	-	-	-	-	-	-	1,890
Alarm system monitoring	800	-	-	-	-	-	-	-	-	800
Custodial services	8,700	-	-	-	-	-	-	-	-	8,700
Mileage reimb. To deliver licenses to	-	-	-	-	-	-	-	-	-	-
auto dealers	-	4,500	-	-	-	-	-	-	-	4,500
Software licenses	-	-	-	2,000	-	-	-	-	-	2,000
POS software license	-	-	-	3,500	-	-	-	-	-	3,500
Antivirus software license	-	-	-	500	-	-	-	-	-	500
Window, carpet cleaning	110	-	-	1,400	-	-	-	-	-	1,510
MDRA annual meeting - 2	-	-	-	-	-	-	-	-	-	-
MDRA training	-	-	-	-	-	500	-	-	-	500
Supervisor training (2 attendees)	-	-	-	-	-	1,000	-	-	-	1,000
MN Dept of Commerce - Notary (2)	-	-	-	-	-	-	90	-	-	90
MDRA membership	-	-	-	-	-	-	650	-	-	650
Title Book revision	-	-	-	-	-	-	75	-	-	75
replace fax machine	-	-	-	-	-	-	-	300	-	300
replace printer	-	-	-	-	-	-	-	700	-	700
Microwave	-	-	-	-	-	-	-	-	-	-
Replace tvs	-	-	-	-	-	-	-	-	-	-
Miscellaneous	500	-	-	100	-	-	60	-	-	660
	12,000	4,500	-	7,500	-	1,500	875	1,000	-	**27,375**

City of Roseville
Recreation - Park Maintenance
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	363,012.18	411,697.72	360,984.22	420,000.00	**534,375.00**		**2011 FTE = 7.25**
Vacation Pay	410001	27,723.55	38,766.57	25,321.04	-	**-**		**2010 FTE = 8.50**
Sick Leave Pay	410002	10,709.32	21,667.60	10,063.04	-	**-**		
Holiday Pay	410003	17,680.44	17,608.82	18,771.51	-	**-**		added $120K for 2 FTE's
Comp Time	410002	4,508.15	2,595.66	1,708.85	-	**-**		
Overtime	411000	7,791.61	5,893.35	4,424.98	9,200.00	**9,200.00**		
Temp Employees	412000	46,987.54	50,193.13	91,206.62	52,000.00	**52,000.00**		
Employer Pension	414000	62,771.16	70,917.19	69,114.42	75,000.00	**72,000.00**		
Employer Insurance	415000	57,786.78	65,189.26	69,191.94	91,200.00	**89,375.00**		
Personal Services		598,970.73	684,529.30	650,786.62	647,400.00	**756,950.00**	16.9%	
Motor Fuel	421000	25,696.56	31,681.50	18,621.56	34,165.00	**34,165.00**		**See Schedule B**
Clothing	422000	2,561.28	2,396.94	2,838.88	3,380.00	**3,380.00**		
Vehicle Supplies	423000	21,765.95	17,069.39	8,755.96	22,000.00	**22,000.00**		
Operating Supplies	424000	29,426.22	49,235.64	41,328.48	45,500.00	**45,500.00**		
Supplies and Materials		79,450.01	100,383.47	71,544.88	105,045.00	**105,045.00**	0.0%	
Professional Services	430000	32,861.03	79,162.92	59,676.41	94,320.00	**94,320.00**		**See Schedule C**
Telephone	431000	3,459.60	3,788.26	5,091.08	10,000.00	**10,000.00**		
Transportation	432000	-	54.57	-	450.00	**450.00**		
Insurance	435000	10,500.00	10,500.00	10,500.00	10,500.00	**11,550.00**		
Utilities	436000	52,387.88	46,517.89	42,667.31	45,000.00	**45,000.00**		
Contract Maint. - vehicles	437000	1,944.33	2,407.66	3,726.01	5,000.00	**5,000.00**		
Rental	438000	3,013.03	3,939.79	1,599.49	3,500.00	**3,500.00**		
Contract Maintenance	439000	18,104.90	12,695.39	9,132.66	27,000.00	**27,000.00**		
Turf Control	439401	-	-	-	-	**-**		
Tree Trimming	439403	-	-	-	-	**-**		
Electrical Service	439405	-	-	-	-	**-**		
Pool startup/shutdown	439407	-	-	-	-	**-**		
Conferences	440000	930.00	614.19	-	1,440.00	**1,440.00**		
Training	441000	1,275.00	2,529.63	1,896.40	2,200.00	**2,200.00**		
Memberships & Subscriptions	442000	371.00	135.00	150.00	450.00	**450.00**		
Computer/software Replacement	443600	-	-	-	-	**22,000.00**		MainTrac Software
Miscellaneous	448000	2,475.00	52.12	-	-	**-**		
Minor Equipment	448600	488.16	299.95	855.62	2,500.00	**2,500.00**		
Vehicle Repl. (Depreciation)	446000	25,000.00	30,000.00	-	40,000.00	**40,000.00**		

City of Roseville

Recreation - Park Maintenance

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Other Services & Charges		152,809.93	192,697.37	135,294.98	242,360.00	**265,410.00**	9.5%	
Vehicles / Equipment	452000	-	-	-	-	-		
Other Improvements	453000	500.00	-	127.17	-	-		
Capital Outlay		500.00	-	127.17	-	-	#DIV/0!	
Total		831,730.67	977,610.14	857,753.65	994,805.00	**1,127,405.00**	13.3%	

City of Roseville
Recreation - Park Maintenance
Budget Worksheet - Schedule B

	Motor Fuel	Clothing	Operating Supplies	Other	Total Supplies & Materials
per contract - 6 @ $500	-	3,000	-	-	3,000
Shirts for Seasonals 20 @ $6	-	380	-	-	380
Wading pool	-	-	4,500	-	4,500
Turf maint	-	-	2,000	-	2,000
Ball fields	-	-	6,000	-	6,000
Landscape	-	-	1,000	-	1,000
Facility Maint	-	-	11,000	-	11,000
Construction	-	-	4,000	-	4,000
Signs & Signals	-	-	1,500	-	1,500
Safety/Play Equipment	-	-	4,500	-	4,500
Tools	-	-	1,000	-	1,000
Arborteum	-	-	9,000	-	9,000
Miscellaneous	34,165	-	1,000	-	35,165
	34,165	3,380	45,500	-	**83,045**

City of Roseville
Recreation - Park Maintenance
Budget Worksheet - Schedule C

	Professiona Services	Rental	Contr. Maint	Conferences	Training	Membership Subscript.	Minor Equip	Total Other Charges & Services
Geese removal	2,000	-	-	-	-	-	-	2,000
Safety program 7 @$150	1,050	-	-	-	-	-	-	1,050
Diseased tree removal	50,000	-	-	-	-	-	-	50,000
Porta Potty, power equipment, etc.	3,000	3,500	-	-	-	-	-	6,500
Repair of electrical systems	-	-	5,000	-	-	-	-	5,000
Building repairs	-	-	4,500	-	-	-	-	4,500
Site work	-	-	2,000	-	-	-	-	2,000
Waste removal	-	-	5,000	-	-	-	-	5,000
Arboretum restroom maintenance	-	-	4,500	-	-	-	-	4,500
MRPA Converence - Supv	-	-	-	1,000	-	-	-	1,000
MPSA Conference - Supv	-	-	-	300	-	-	-	300
Equip maint 3 @ $200, tree wksp. 500	-	-	-	-	1,300	-	-	1,300
Chem. appl. 2 @ $100, landscape 3@120	-	-	-	-	560	-	-	560
MRPA - Supv.	-	-	-	-	-	60	-	60
MPSA - Supv	-	-	-	-	-	40	-	40
Lansdcape Architecture	-	-	-	-	-	70	-	70
MN Dept of Agriculture	-	-	-	-	-	30	-	30
Aeriator Permit	-	-	-	-	-	250	-	250
truf/weed control	38,270	-	-	-	-	-	-	38,270
Miscellaneous	-	-	6,000	140	340	-	2,500	8,980
	94,320	3,500	27,000	1,440	2,200	450	2,500	**131,410**

Schedule C

City of Roseville
Public Works - Sanitary Sewer
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	255,081.32	267,074.58	276,372.66	335,000.00	**230,515.00**		Includes $20K Jolinda
Vacation Pay	410001	15,478.52	18,285.28	32,062.79	-	-		
Sick Leave Pay	410002	4,384.84	6,179.88	8,933.52	-	-		$30K added for utility
Holiday Pay	410003	11,108.40	12,623.78	14,292.28	-	-		engineer
Comp Time Pay	410004	4,681.54	7,920.67	9,451.52	-	-		
Overtime Pay	411000	21,476.13	24,628.53	18,467.66	21,000.00	**21,000.00**		2011 FTE = 3.35
Temp Employees	412000	8,727.35	2,796.87	14,830.14	17,500.00	**17,500.00**		2010 FTE = 6.16
Employer Pension	414000	44,113.66	47,064.52	50,969.57	51,000.00	**26,625.00**		
Employer Insurance	415000	29,721.26	27,532.83	38,017.70	82,000.00	**40,610.00**		
Personal Services		394,773.02	414,106.94	463,397.84	506,500.00	**336,250.00**	-33.6%	
Office Supplies	420000	-	150.00	-	200.00	**200.00**		**See Schedule B**
Motor Fuel	421000	6,852.58	9,052.66	5,822.92	8,000.00	**8,000.00**		
Clothing	422000	1,200.63	1,748.43	1,344.89	1,800.00	**1,800.00**		
Vehicle Supplies	423000	5,215.84	10,002.00	5,188.79	7,500.00	**8,000.00**		
Operating Supplies	424000	16,961.33	21,296.28	27,081.38	18,000.00	**20,000.00**		
		-	-	-	-			
Supplies and Materials		30,230.38	42,249.37	39,437.98	35,500.00	**38,000.00**	7.0%	

City of Roseville

Public Works - Sanitary Sewer

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Professional Services	430000	13,989.11	107,456.39	32,327.12	25,000.00	**27,000.00**		**See Schedule C**
Telephone	431000	3,178.65	3,703.63	3,418.57	6,000.00	**6,000.00**		
Postage	431100	4,196.90	5,234.23	4,886.40	5,500.00	**5,500.00**		
Transportation	432000	-	-	68.58	150.00	**150.00**		
Printing	434000	613.60	-	111.50	1,500.00	**1,500.00**		
Insurance	435000	31,500.00	35,000.00	40,000.00	40,000.00	**42,000.00**		
Utilities	436000	13,636.85	11,546.90	10,436.90	14,500.00	**14,500.00**		
Contract Maint. - vehicles	437000	192.72	1.00	289.06	1,200.00	**1,200.00**		
Rental	438000	-	1,086.90	647.64	1,200.00	**2,200.00**		
Contract Maintenance	439000	2,037.96	4,222.82	8,583.93	10,000.00	**10,000.00**		
Conferences	440000	540.00	-	-	650.00	**650.00**		
Training	441000	883.84	1,586.80	1,441.00	1,800.00	**2,000.00**		
Memberships & Subscriptions	442000	111.00	257.00	212.00	300.00	**300.00**		
Minor Equipment	443500	-	-	-	-	**1,500.00**		
MCES	445000	2,153,211.72	2,426,416.17	2,292,099.40	2,625,000.00	**2,750,000.00**		
Depreciation	460000	185,655.00	201,377.00	237,944.00	210,000.00	**240,000.00**		
Miscellaneous	448000	-	10,383.61	3,840.00	-	-		
Admin Service Charge	448001	225,000.00	250,000.00	275,000.00	275,000.00	**275,000.00**		
Credit Card Fees	448600	4,996.28	11,939.87	12,487.99	-	-		
Other Services & Charges		2,639,743.63	3,070,212.32	2,923,794.09	3,217,800.00	**3,379,500.00**	5.0%	
Furniture & Fixtures	451000	-	-	-	4,500.00	-		
Vehicles & Equipment	452000	32,007.51	(18,173.15)	4,930.55	3,000.00	**10,000.00**		
Other Improvements	453000	(61,479.01)	602.00	89,005.80	650,000.00	**654,000.00**		
Computer Equipment	453009	-	-	-	-	-		**See Schedule D**
Capital Outlay		(29,471.50)	(17,571.15)	93,936.35	657,500.00	**664,000.00**	1.0%	
Total		3,035,275.53	3,508,997.48	3,520,566.26	4,417,300.00	**4,417,750.00**	0.0%	

City of Roseville
Public Works - Sanitary Sewer
Budget Worksheet - Schedule B

	Office Supplies	Clothing	Operating Supplies	vehicle supplies	motor fuel	Total Supplies & Materials
Jetting supplies, hose/nozzles/misc parts	-	-	6,000	-	-	6,000
Safety/PPE	-	-	1,500	-	-	1,500
Misc tools, supplies	-	-	1,500	-	-	1,500
Paint & cleaners	-	-	1,000	-	-	1,000
Lift station parts, valves/motor & pump parts/SCADA & controls	-	-	5,000	-	-	5,000
repair parts, castings/pipe/fittings	-	-	5,000	-	-	5,000
5 full time @ 285 ea. = plus embroidery	-	1,800	-	-	-	1,800
Miscellaneous	200	-	-	8,000	8,000	16,200
	200	1,800	20,000	8,000	8,000	**38,000**

City of Roseville
Public Works - Sanitary Sewer
Budget Worksheet - Schedule C

	Professional Services	Tele	Rental	Contract Maint	Conferences	Training	Memberships Subscrip	MCES	contract vehicles	Transport.	Total Other Charges & Services
Mainline televising	23,000	-	-	-	-	-	-	-	-	-	23,000
GSOC locates	2,000	-	-	-	-	-	-	-	-	-	2,000
Specialized tools/equipment	-	-	2,200	-	-	-	-	-	-	-	2,200
Lift station repairs	-	-	-	3,700	-	-	-	-	-	-	3,700
Mainline repairs/Spot Lining	-	-	-	3,000	-	-	-	-	-	-	3,000
Maintenance agreement with City of Shorev	-	-	-	1,900	-	-	-	-	-	-	1,900
Scada, radio & gas monitor repairs	-	-	-	1,400	-	-	-	-	-	-	1,400
Operator training/ sewer school/APWA equi	-	-	-	-	-	2,000	-	-	-	-	2,000
License fees/MWOA	-	-	-	-	-	-	300		-	-	300
MCES charges	-	-	-	-	-	-	-	2,750,000	-	-	2,750,000
MWOA annual conf	-	-	-	-	650	-	-	-	-	-	650
Miscellaneous	2,000	6,000	-	-	-	-	-	-	1,200	150	9,350
	27,000	6,000	2,200	10,000	650	2,000	300	2,750,000	1,200	150	**2,799,500**

City of Roseville
Public Works - Sanitary Sewer
Budget Worksheet - Schedule D

	Office Equipment	Vehicles & Equipment	Other	Other	Total Capital Outlay
Sewer main repairs/PMP	-	-	400,000	-	400,000
Inflow/infiltration reduction	-	-	150,000	-	150,000
Lift station upgrades	-	-	100,000	-	100,000
Hydrolic bypass pump	-	-	4,000	-	4,000
Backhoe sand bucket (1/3 share)	-	2,000	-	-	2,000
Replace air compressor (1/3 share)	-	8,000	-	-	8,000
	-	-	-	-	-
	-	10,000	654,000	-	**664,000**

Schedule D

City of Roseville
Public Works - Water
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	205,028.36	181,636.15	229,013.77	268,000	**411,735**		**Includes $20K Jolinda**
Vacation Pay	410001	17,374.08	28,286.20	6,168.06	-	-		**Includes $30K**
Sick Leave Pay	410002	8,354.79	10,165.08	8,426.82	-	-		**for added Utility Engineer**
Holiday Pay	410003	8,476.62	9,547.00	11,856.04	-	-		
Comp Time Pay	410004	6,142.15	4,414.14	6,461.20	-	-		2011 FTE = 6.96
Overtime Pay	411000	6,477.87	10,458.02	12,441.98	9,500	**11,000**		2010 FTE = 5.16
Temp Employees	412000	8,766.48	11,601.65	5,621.39	15,300	**15,300**		
Employer Pension	414000	34,999.95	33,332.05	41,236.30	39,000	**53,375**		
Employer Insurance	415000	25,358.70	24,849.91	32,079.85	47,000	**84,035**		
Personal Services		320,979.00	314,290.20	353,305.41	378,800	**575,445**	51.9%	
Office Supplies	420000	171.76	19.82	110.89	150	**150**		**See Schedule B**
Motor Fuel	421000	13,531.01	15,836.32	10,711.08	15,000	**16,000**		
Clothing	422000	1,530.85	1,351.23	1,626.19	1,600	**1,700**		
Vehicle Supplies	423000	3,639.56	5,332.70	2,345.55	4,000	**4,000**		
Operating Supplies	424000	57,751.55	48,115.35	50,388.21	45,000	**47,000**		
		-	-	-	-	-		
Supplies and Materials		76,624.73	70,655.42	65,181.92	65,750	**68,850**	4.7%	

City of Roseville

Public Works - Water

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Professional Services	430000	29,946.41	30,987.55	42,889.44	48,000	**48,000**		**See Schedule C**
Telephone	431000	4,308.85	159.40	172.09	1,500	**1,500**		
Postage	431100	4,832.33	5,834.06	5,547.17	6,000	**6,000**		
Transportation	432000	-	-	41.80	150	**150**		
Printing	434000	381.62	-	1,176.50	2,000	**2,000**		
Insurance	435000	28,350.00	37,000.00	45,000.00	45,000	**47,250**		
Utilities	436000	70,463.21	67,074.23	63,516.55	73,000	**73,000**		
Contract Maint. - vehicles	437000	30.00	-	-	1,100	**1,100**		
Rental	438000	1,956.43	1,396.34	595.08	2,800	**3,500**		
Contract Maintenance	439000	27,269.07	13,279.34	3,002.49	29,500	**30,000**		
Conferences	440000	437.76	471.21	500.70	750	**750**		
Training	441000	450.00	748.00	1,842.00	2,000	**2,200**		
Memberships & Subscriptions	442000	2,456.00	332.00	1,903.00	1,800	**2,000**		
Interest Expense	443000	-	-	-	-	**-**		
St. Paul Water	444000	3,630,960.87	3,749,763.36	4,175,617.04	4,150,000	**4,400,000**		
Depreciation	460000	201,089.00	207,765.00	228,985.00	300,000	**300,000**		
Miscellaneous	448000	-	3,869.00	2,545.00	-	**-**		
Admin Service Charge	448001	315,000.00	325,000.00	350,000.00	350,000	**350,000**		
Transfer to IT Fund (Mayfield)	448400		25,000.00	25,000.00	25,000	**25,000**		
Credit Card Fees	448600	-	-	-	-	**-**		
Other Services & Charges		4,317,931.55	4,468,679.49	4,948,333.86	5,038,600	**5,292,450**	5.0%	
Furniture & Fixtures	451000	-	-	-	-	-		**See Schedule D**
Vehicles & Equipment	452000	-	13,272.03	-	25,000	**-**		
Other Improvements	453000	8,435.55	27,086.64	(20,292.11)	425,000	**1,066,500**		
Water meters, supplies & connectic	453006	14,199.83	16,374.61	78,421.09	60,000	**75,000**		
Computer Equipment	453009	1,156.59	-	-	-	-		
Capital Outlay		23,791.97	56,733.28	58,128.98	510,000	**1,141,500**	123.8%	
Total		4,739,327.25	4,910,358.39	5,424,950.17	5,993,150	**7,078,245**	18.1%	

City of Roseville
Public Works - Water
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Water main breaks and restoration	-	-	-	-	25,000	-	25,000
Fire hydrants & repair parts	-	-	-	-	6,500	-	6,500
Distribution system parts, (valves, service parts, castings)	-	-	-	-	5,000	-	5,000
Booster station repair parts	-	-	-	-	3,000	-	3,000
Safety/PPE	-	-	-	-	1,650	-	1,650
Fuel for b/u generator @ booster station	-	-	-	-	1,550	-	1,550
Miscellaneous/tools	-	-	-	-	1,200	-	1,200
Miscellaneous/parts	-	-	-	-	1,100	-	1,100
4 full time @ 285 ea. = 1140 + seasonals	-	-	1,600	-	-	-	1,600
Motor fuel	-	15,000	-	-	-	-	15,000
Office supplies	150	-	-	-	-	-	150
Vehicle parts	-	-	-	4,000	-	-	4,000
Miscellaneous	-	-	-	-	-	-	-
	150	15,000	1,600	4,000	45,000	-	**65,750**

City of Roseville
Public Works - Water
Budget Worksheet - Schedule C

	Professional Services	Transpor- Tation	Rental	Contract Maint	Conferences	Training	Membership Subscrip	ST. Paul Water	Other	Total Other Charges & Services
Flow meter calibration	1,000	-	-	-	-	-	-	-	-	1,000
GSOC locates	2,000	-	-	-	-	-	-	-	-	2,000
Water leak detection	10,000	-	-	-	-	-	-	-	-	10,000
Water testing per state requirements	6,000	-	-	-	-	-	-	-	-	6,000
Contract meter reading	25,000	-	-	-	-	-	-	-	-	25,000
Traffic control/specialized tool & equipmen	-	-	3,500	-	-	-	-	-	-	3,500
Pump & motor repairs	-	-	-	5,500	-	-	-	-	-	5,500
Hydrant repair and replacement	-	-	-	5,500	-	-	-	-	-	5,500
P.M. on electric equipment at the booster station		-	-	3,000	-	-	-	-	-	3,000
Water tower inspection	-	-	-	1,000	-	-	-	-	-	1,000
SCADA repair & maintenance	-	-	-	2,000	-	-	-	-	-	2,000
Water main break frost removal	-	-	-	4,500	-	-	-	-	-	4,500
Water main street/curb restoration	-	-	-	6,500	-	-	-	-	-	6,500
Misc repairs	-	-	-	2,000	-	-	-	-	-	2,000
MN AWWA annual conference	-	-	-	-	750	-	-	-	-	750
Training/APWA equipment show	-	-	-	-		2,200	-	-	-	2,200
AWWA/SUSA Membership, operator licen(	-	-	-	-		-	2,000	-	-	2,000
10% increase St. Paul Water	-	-	-	-	-	-	-	4,400,000	-	4,400,000
transportation/ supervisor mileage	-	150	-	-	-	-	-	-	-	150
Miscellaneous	4,000	-	-	-	-	-	-	-	-	4,000
	48,000	150	3,500	30,000	750	2,200	2,000	4,400,000	-	**4,486,600**

City of Roseville
Public Works - Water
Budget Worksheet - Schedule D

	Vehicles	Meters	Other	Other	Total Capital Outlay
Water meters, supplies & connections	-	75,000	-	-	75,000
Water main replacement/PMP	-	-	400,000	-	400,000
Automated meter reading	-	-	100,000	-	100,000
VFD and HE motor for Pump 1	-	-	25,000	-	25,000
Paint Elevated Tank	-	-	500,000	-	500,000
Pump 5 seals/HE Motor	-	-	22,000	-	22,000
Hydraulic Hydrant tool	-	-	7,000	-	7,000
Replace air compressor (1/2 share)	-	-	8,000	-	8,000
Backhoe sand bucket (1/3 share)	-	-	2,000	-	2,000
Booster station maintenance	-	-	2,500	-	2,500
	-	75,000	#######	-	**1,141,500**

City of Roseville

Public Works - Storm Drainage

2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	113,981.04	99,637.93	127,043.35	148,000.00	**226,440.00**		**$30K for utility engineer**
Vacation Pay	410001	10,874.02	10,541.68	8,983.60	-	-		
Sick Leave Pay	410002	13,082.49	4,887.86	13,719.10	-	-		
Holiday Pay	410003	6,159.56	4,893.52	7,407.94	-	-		2011 FTE = 3.67
Comp Time Pay	410004	1,841.54	1,865.70	699.19	-	-		2010 FTE = 3.16
Overtime Pay	411000	5,038.12	3,043.65	8,371.21	7,500.00	**7,500.00**		
Temp Employees	412000	5,715.27	7,828.45	11,229.31	12,000.00	**12,000.00**		
Employer Pension	414000	21,313.68	17,889.12	23,193.33	24,000.00	**29,015.00**		
Employer Insurance	415000	24,190.37	20,102.93	25,676.03	41,000.00	**47,930.00**		
Personal Services		202,196.09	170,690.84	226,323.06	232,500.00	**322,885.00**	38.9%	
Office Supplies	420000	-	-	103.21	400.00	**400.00**		**See Schedule B**
Motor Fuel	421000	7,318.48	9,452.79	5,278.31	8,500.00	**9,500.00**		
Clothing	422000	1,098.96	1,139.52	1,441.65	1,300.00	**1,300.00**		
Vehicle Supplies	423000	18,689.24	21,787.08	22,696.67	24,000.00	**24,000.00**		
Operating Supplies	424000	10,346.75	17,300.95	13,930.42	16,000.00	**17,000.00**		
		-	-	7,571.83	-	-		
Supplies and Materials		37,453.43	49,680.34	51,022.09	50,200.00	**52,200.00**	4.0%	
								See Schedule C
Professional Services	430000	63,443.90	35,546.31	95,680.18	117,000.00	**117,000.00**		
Telephone	431000	2,010.26	3,206.78	2,773.33	3,500.00	**3,500.00**		
Postage	431100	6,458.01	7,782.66	6,737.52	6,500.00	**6,500.00**		
Transportation	432000	-	-	-	200.00	**200.00**		
Printing	434000	403.80	1,059.68	111.51	2,500.00	**2,500.00**		
Insurance	435000	16,275.00	16,275.00	16,275.00	16,275.00	**17,090.00**		
Utilities	436000	7,591.53	6,756.34	548.18	10,000.00	**10,000.00**		
Contract Maint. - vehicles	437000	839.53	5,782.25	4,722.75	6,000.00	**6,000.00**		
Rental	436000	2,577.39	532.50	363.00	2,800.00	**3,800.00**		
Contract Maintenance	439000	45,294.48	59,019.19	38,908.20	60,000.00	**60,000.00**		
Conferences	440000	100.00	100.00	48.38	700.00	**700.00**		
Training	441000	635.00	810.00	450.00	1,200.00	**1,200.00**		
Depreciation	460000	288,671.00	288,110.00	291,597.00	310,000.00	**310,000.00**		
Miscellaneous	448000	(27,141.00)	19,400.00	2,000.00	-	-		
Admin Service Charge	448001	78,000.00	78,000.00	78,000.00	78,000.00	**78,000.00**		
Credit Card Fees	448600	-	-	-	-	-		
Other Services & Charges		485,158.90	522,380.71	538,215.05	614,675.00	**616,490.00**	0.3%	

City of Roseville
Public Works - Storm Drainage
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Furniture & Fixtures	451000	-	-	-	-	**-**		**See Schedule D**
Vehicles / Equipment	452000	-	-	6,655.36	13,500.00	**245,000.00**		
Other Improvements	453000	101,489.24	(16,615.96)	34,851.22	600,000.00	**550,000.00**		
Computer Equipment	453009	-	-	-	-	**-**		
Capital Outlay		101,489.24	(16,615.96)	41,506.58	613,500.00	**795,000.00**	29.6%	
Total		826,297.66	726,135.93	857,066.78	1,510,875.00	**1,786,575.00**	18.2%	

City of Roseville
Public Works - Storm Drainage
Budget Worksheet - Schedule B

	Office Supplies	Motor Fuel	Clothing	Vehicle Supplies	Operating Supplies	Other	Total Supplies & Materials
Vehicle /equipment parts	-	-	-	24,000	-	-	24,000
Storm Sewer Pipe, Castings	-	-	-	-	3,000	-	3,000
Concrete Storm Structures	-	-	-	-	3,000	-	3,000
Concrete Block, Concrete	-	-	-	-	2,000	-	2,000
Rings, Mortar, Cement	-	-	-	-	3,000	-	3,000
Rip-Rap, Class#5 limestone	-	-	-	-	1,500	-	1,500
grass seed, erosion blanket	-	-	-	-	2,000	-	2,000
shovels,gas moniters,safety equipment	-	-	-	-	2,500	-	2,500
Clothing per union contract	-	-	1,300	-	-	-	1,300
Motor fuel for equipment	-	9,500	-	-	-	-	9,500
office supplies	400	-	-	-	-	-	400
		-	-	-	-	-	-
	400	9,500	1,300	24,000	17,000	-	**52,200**

City of Roseville
Public Works - Storm Drainage
Budget Worksheet - Schedule C

	Professional Services	Telephone	Postage	Transpor-Tation	Printing	Insurance	Utilities	Vehicle Maint.	Rental	Contract Maint	Conferences	Training	Other	Total Other Charges & Services
Leaf Program temp labor	20,000	-	-	-	-	-	-	-	-		-	-	-	20,000
Supervisor mileage	-	-	-	200	-	-	-	-	-		-	-	-	200
Contract Sweeping	-	-	-	-	-	-	-	-	-	10,000	-	-	-	10,000
Goose relocation	2,000	-	-	-	-	-	-	-	-		-	-	-	2,000
brush disposal from compost site	-	-	-	-	-	-	-	-	-	2,000	-	-	-	2,000
Ramsey Cty. Screen sweepings	-	-	-	-	-	-	-	-	-	2,000	-	-	-	2,000
Contract compost pile turning	-	-	-	-	-	-	-	-	-	-	-	-	-	-
weed control	-	-	-	-	-	-	-	-	-	500	-	-	-	500
calibrate moniters	-	-	-	-	-	-	-	-	-	500	-	-	-	500
pipe rehabilitation/replacement	-	-	-	-	-	-	-	-	-	40,000	-	-	-	40,000
Landscape restoration	-	-	-	-	-	-	-	-	-	5,000	-	-	-	5,000
Rental misc. equipment	-	-	-	-	-	-	-	-	3,800	-	-	-	-	3,800
Vehicle maint	-	-	-	-	-	-	-	6,000	-	-	-	-	-	6,000
Stormwater/MPWA fall conference	-	-	-	-	-	-	-	-	-	-	700	-	-	700
49er classes, safety+technical	-	-	-	-	-	-	-	-	-	-	-	1,200	-	1,200
Grass Lake Water shed/ Water quality moni	45,000	-	-	-	-	-	-	-	-	-	-	-	-	45,000
Consultant Services/wetland inventory	50,000	-	-	-	-	-	-	-	-	-	-	-	-	50,000
Xcel-City Sewer/Water	-	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000
Ins.	-	-	-	-	-	16,275	-	-	-	-	-	-	-	16,275
Printing	-	-	-	-	2,500	-	-	-	-	-	-	-	-	2,500
Admin svc charge	-	-	-	-	-	-	-	-	-	-	-	-	78,000	78,000
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	310,000	310,000
Postage	-	-	6,500	-	-	-	-	-	-	-	-	-	-	6,500
Phone	-	3,500	-	-	-	-	-	-	-	-	-	-	-	3,500
	117,000	3,500	6,500	200	2,500	16,275	10,000	6,000	3,800	60,000	700	1,200	388,000	615,675

City of Roseville
Public Works - Storm Drainage
Budget Worksheet - Schedule D

	Vehicles & Equipment	Other	Other	Total Capital Outlay
Storm sewer repairs	-	200,000	-	200,000
Pond and system improvements	-	250,000	-	250,000
Leaf site improvements	-	100,000	-	100,000
Regenerative air sweeper	210,000	-	-	210,000
Cement mixer/mortar sprayer	15,000	-	-	15,000
Grapple bucket	10,000	-	-	10,000
Backhoe Sand bucket (1/3 share)	2,000	-	-	2,000
Air compressor (1/3 share)	8,000	-	-	8,000
	245,000	550,000	-	**795,000**

City of Roseville
Administration - Recycling
2011 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	30,714.24	27,827.82	32,746.70	36,500.00	**26,775.00**		**2011 FTE = 0.35**
Vacation Pay	410001	-	5,042.20	1,230.98	-	**-**		**2010 FTE = 0.50**
Holiday Pay	410003	-	1,430.04	1,641.78	-	**-**		
Employer Pension	414000	4,140.00	4,532.19	5,038.63	5,400.00	**3,955.00**		
Employer Insurance	415000	83.60	114.40	2,028.89	7,000.00	**4,025.00**		
Personal Services		34,937.84	38,946.65	42,686.98	48,900.00	**34,755.00**	-28.9%	
Operating Supplies	424000	422.87	3,576.89	273.42	400.00	**400.00**		
		-	-	-	-	**-**		
Supplies and Materials		422.87	3,576.89	273.42	400.00	**400.00**	0.0%	
Professional Services	430000	386,378.29	404,137.00	427,025.03	425,000.00	**435,000.00**		
Printing	434000	1,042.57	953.18	1,555.96	3,000.00	**2,500.00**		
Insurance	435000	4,200.00	4,200.00	4,200.00	4,200.00	**4,410.00**		
Contract Maintenance	439000	-	-	-	-	**-**		
Conferences	440000	-	-	180.00	-	**-**		
Training	441000	435.00	495.00	-	500.00	**500.00**		
Memberships & Subscriptions	442000	170.00	170.00	320.00	2,000.00	**1,000.00**		
Minor Equipment	443500	3,560.30	4,967.89	10,472.99	5,000.00	**5,000.00**		Outdoor recycling containers
Depreciation	446000	-	-	-	-	**-**		
Miscellaneous	448000	-	29.27	-	-	**-**		
Admin Service Charge	448001	8,000.00	10,000.00	10,000.00	10,000.00	**10,000.00**		
Other Services & Charges		403,786.16	424,952.34	453,753.98	449,700.00	**458,410.00**	1.9%	
Furniture & Fixtures	451000	4,837.00	371.37	6,180.33	-	**-**		
Capital Outlay		4,837.00	371.37	6,180.33	-	-	#DIV/0!	
Total		443,983.87	467,847.25	502,894.71	499,000.00	**493,565.00**	-1.1%	
					(50,000.00)	**(50,000.00)**	Less revenue sharing	
					449,000.00	443,565.00	Net	

City of Roseville
Recreation - Golf Course Clubhouse
2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	46,248.06	52,945.57	46,786.76	55,000.00	**93,000.00**		2011 FTE = 1.25
Vacation Pay	410001	6,254.61	13,462.45	3,997.53	-	-		2010 FTE = 1.0
Sick Leave Pay	410002	2,292.74	-	-	-	-		
Holiday Pay	410003	2,362.80	2,572.64	2,657.88	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	40,757.01	36,861.92	34,709.79	37,000.00	**37,000.00**		
Employer Pension	414000	10,886.98	11,215.30	10,838.31	10,000.00	**13,675.00**		
Employer Insurance	415000	6,679.42	4,411.73	5,146.84	4,800.00	**11,000.00**		
Personal Services		115,481.62	121,469.61	104,137.11	106,800.00	**154,675.00**	44.8%	
Office Supplies	420000	-	-	-	-	-		**See Schedule B**
Clothing	422000	581.50	564.35	166.03	600.00	**600.00**		
Vehicle Supplies	423000	235.81	-	8.97	-	-		
Operating Supplies	424000	10,133.63	7,399.52	8,416.71	8,500.00	**8,700.00**		
Merchandise for Sale	425000	11,684.26	14,063.08	11,950.75	12,000.00	**12,000.00**		
Supplies and Materials		22,635.20	22,026.95	20,542.46	21,100.00	**21,300.00**	0.9%	
Telephone	431000	1,720.05	1,380.51	1,604.76	1,000.00	**2,000.00**		**See Schedule C**
Postage	431100	566.71	702.82	705.83	650.00	**800.00**		
Transportation	432000	-	-	-	350.00	**350.00**		
Advertising	433000	3,479.72	2,877.07	3,816.10	3,200.00	**3,800.00**		
Insurance	435000	5,000.00	5,000.00	5,000.00	5,000.00	**5,250.00**		
Utilities	436000	8,059.51	8,440.23	6,456.63	8,200.00	**8,000.00**		
Contract Maintenance	439000	784.35	1,078.31	485.20	1,200.00	**1,200.00**		
Conferences	440000	-	-	-	-	-		
Training	441000	103.00	220.00	99.00	450.00	**400.00**		
Memberships & Subscriptions	442000	577.00	524.00	602.00	625.00	**700.00**		
Depreciation	446000	-	-	-	7,000.00	**7,000.00**		
Miscellaneous	448000	-	-	(0.04)	-	-		
Admin Service Charge	448001	10,000.00	10,000.00	10,000.00	10,000.00	**10,000.00**		
Credit Card Fees	448600	3,082.28	3,430.32	3,242.44	3,500.00	**3,500.00**		
Other Services & Charges		33,372.62	33,653.26	32,011.92	41,175.00	**43,000.00**	4.4%	

City of Roseville

Recreation - Golf Course Clubhouse

2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Buildings & Structures	450000	1,357.44	-	-	-			**See Schedule D**
Furniture & Fixtures	450001	-	-	-	-	-		
Other Improvements	453000	-	-	-	-	-		
Computer Equipment	453009	2,123.47	-	1,051.16	-	-		
Capital Outlay		3,480.91	-	1,051.16	-	-	#DIV/0!	
Total		174,970.35	177,149.82	157,742.65	169,075.00	**218,975.00**	29.5%	
Revenues								
Green Fees		279,133.15	273,725.17	279,962.38	299,975.00	**299,975.00**		Before sales tax
Evening League Fees		995.00	1,395.00	1,347.52	700.00	**700.00**		
Day League Fees		11,760.50	11,408.27	9,522.00	10,300.00	**10,300.00**		Over $4000 used for prizes
Junior Golf League		2,617.10	2,161.55	959.36	2,210.00	**2,210.00**		
Equipment Sales		3,304.26	3,910.30	3,880.88	3,300.00	**3,300.00**		
Rental Equipment		7,117.48	7,081.55	7,241.90	7,000.00	**7,000.00**		
Concession Sales		19,533.19	19,855.35	18,932.08	18,000.00	**18,000.00**		
Clothing Sales		-	-	-	-	-		
Charges for Service		324,460.68	319,537.19	321,846.12	341,485.00	341,485.00	0.0%	
Building Rental		2,450.59	2,460.70	1,706.87	2,000.00	**2,000.00**		
Pop Commissions		145.85	-	-	175.00	-		
Investment Income		22,492.00	10,551.09	9,023.54	14,000.00	**14,000.00**		
Miscellaneous		-	2,985.21	597.78	-	-		
Miscellaneous		25,088.44	15,997.00	11,328.19	16,175.00	16,000.00	-1.1%	
Total Revenues		349,549.12	335,534.19	333,174.31	357,660.00	357,485.00		
Total Expenditures		174,970.35	177,149.82	157,742.65	169,075.00	218,975.00		
Income		174,578.77	158,384.37	175,431.66	188,585.00	138,510.00		
Less Golf Maintenance Exp.		(191,033.21)	(188,689.92)	(173,099.32)	(216,225.00)	**(140,975.00)**		
Net Income (loss) from Golf Operations		(16,454.44)	(30,305.55)	2,332.34	(27,640.00)	(2,465.00)		

City of Roseville
Recreation - Golf Course Clubhouse
Budget Worksheet - Schedule B

	Office Supplies	Clothing	Vehicle Supplies	Operating Supplies	Merchandise For Sale	Other	Total Supplies & Materials
paper,envelopes, pens,pencils	-	-	-	-	-	-	-
Staff shirts		600	-	-	-	-	600
Other	-	-	-	-	-	-	-
Supplies cleaning general repairs and supplies	-	-	-	9,700	-	-	9,700
Purchasing of supplies for golfers to purchase	-	-	-	-	13,000	-	13,000
Other	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
	-	600	-	9,700	13,000	-	**23,300**

City of Roseville
Recreation - Golf Course Clubhouse
Budget Worksheet - Schedule C

	Telephone	Transp.	Advertising	Insurance	Utilties	Contr. Maint	Training	Memberships Subscript.	Deprec	Admin Charge	Credit Card Fees	Total Other Charges & Services
City sets	1,000	-	-	-	-	-	-	-	-	-	-	1,000
Gas milage	-	350	-	-	-	-	-	-	-	-	-	350
Advertising news papers coupons	-	-	3,200	-	-	-	-	-	-	-	-	3,200
City sets	-	-	-	5,000	-	-	-	-	-	-	-	5,000
City sets	-	-	-	-	8,200	-	-	-	-	-	-	8,200
Repairs for club house equipment	-	-	-	-	-	1,200	-	-	-	-	-	1,200
Other	-	-	-	-	-	-	450	-	-	-	-	450
Comp systems, Food Swervice	-	-	-	-	-	-	-	625	-	-	-	625
MGA, NGF. MPRA	-	-	-	-	-	-	-	-	7,000	-	-	7,000
City sets	-	-	-	-	-	-	-	-	-	10,000	-	10,000
City sets	-	-	-	-	-	-	-	-	-	-	3,500	3,500
Other	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
	1,000	350	3,200	5,000	8,200	1,200	450	625	7,000	10,000	3,500	**40,525**

City of Roseville
Recreation - Golf Course Clubhouse
Budget Worksheet - Schedule D

	Buildings & Structures	Furniture & Fixtures	Other Improve	Computer Equipment	Other	Total Capital Outlay
Computer replacement	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
	-	-	-	-	-	-

City of Roseville

Recreation - Golf Course Maintenance

2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Salaries - Regular	410000	75,796.95	80,063.31	68,298.72	100,000.00	**40,500.00**		**2011 FTE = 0.50**
Vacation Pay	410001	7,439.09	4,844.02	9,396.46	-	-		**2010 FTE = 1.50**
Sick Leave Pay	410002	268.80	803.59	111.84	-	-		
Holiday Pay	410003	3,288.54	3,287.38	3,546.32	-	-		
Overtime	411000	-	-	-	-	-		
Temp Employees	412000	7,304.95	7,907.29	4,985.64	13,650.00	**13,650.00**		
Employer Pension	414000	12,516.77	12,316.80	10,677.82	16,000.00	**5,950.00**		
Employer Insurance	415000	12,386.06	11,312.30	10,610.36	20,000.00	**7,250.00**		
Personal Services		119,001.16	120,534.69	107,627.16	149,650.00	**67,350.00**	-55.0%	
Office Supplies	420000	-	-	-	-	-		**See Schedule B**
Motor Fuel	421000	1,063.69	1,278.37	732.50	3,500.00	**3,500.00**		
Clothing	422000	281.59	521.96	-	500.00	**500.00**		
Vehicle Supplies	423000	3,845.09	3,378.53	3,728.67	5,300.00	**5,300.00**		
Operating Supplies	424000	17,786.88	15,537.12	11,701.51	17,000.00	**17,000.00**		
Merchandise for Sale	425000	-	-	-	-	-		
Supplies and Materials		22,977.25	20,715.98	16,162.68	26,300.00	**26,300.00**	0.0%	
Professional Services	430000	-	30.00	-	-	-		**See Schedule C**
Telephone	431000	813.09	834.40	749.31	1,000.00	**1,200.00**		
Postage	431100	35.43	22.09	-	-	-		
Transportation	432000	-	-	-	-	-		
Printing	434000	4,721.98	(4,197.93)	-	-	-		
Insurance	435000	5,000.00	5,000.00	5,000.00	5,000.00	**5,250.00**		
Utilities	436000	-	-	-	1,200.00	**1,100.00**		
Contract Maint. - vehicles	437000	-	-	-	1,000.00	**1,000.00**		
Rental	438000	1,163.46	(110.95)	744.87	1,400.00	**1,200.00**		
Contract Maintenance	439000	2,427.64	3,481.30	1,987.90	3,500.00	**3,500.00**		
Conferences	440000	9.00	73.00	79.00	400.00	**300.00**		
Training	441000	253.00	-	298.00	275.00	**275.00**		
Memberships & Subscriptions	442000	281.20	206.00	125.40	500.00	**500.00**		
Depreciation	446000	19,768.00	19,718.00	30,325.00	16,000.00	**23,000.00**		
Miscellaneous	448000	4,582.00	7,337.96	-	-	-		
Admin Service Charge	448001	10,000.00	10,000.00	10,000.00	10,000.00	**10,000.00**		
Employee Recognition	448050	-	-	-	-	-		
Other Services & Charges		49,054.80	42,393.87	49,309.48	40,275.00	**47,325.00**	17.5%	

City of Roseville

Recreation - Golf Course Maintenance

2010 Budget Worksheet

Budget Item	Acct #	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	**2011 Adopted**	% Incr. (Decr.) From 2010	Comments
Furniture & Fixtures	450001	-	-	-	-	-		**See Schedule D**
Vehicles / Equipment	452000	-	(500.00)	-	-	-		
Other Improvements	453000	-	5,545.38	-	-	-		
Computer Equipment	453009	-	-	-	-	-		
Capital Outlay		-	5,045.38	-	-	-	#DIV/0!	
Total		191,033.21	188,689.92	173,099.32	216,225.00	**140,975.00**	-34.8%	

City of Roseville
Recreation - Golf Course Maintenance
Budget Worksheet - Schedule B

	Office Supplies	Operating Supplies	Other	Total Supplies & Materials
Seed, fertilizer, chemicals	-	6,000	-	6,000
Top dressing	-	2,000	-	2,000
Hardware, paint, lumber	-	2,500	-	2,500
flags and cups	-	1,000	-	1,000
Irrigation parts	-	3,000	-	3,000
Flowers, landscaping	-	1,500	-	1,500
Miscellaneous	-	1,000	-	1,000
	-	17,000	-	**17,000**

City of Roseville
Recreation - Golf Course Maintenance
Budget Worksheet - Schedule C

	Professional Services	Vehicle Maint	Rental	Contr. Maint	Training Conferences	Membership Subscript.	Employee Recog	Total Other Charges & Services
Cushmans, mowers, aerators, mowers	-	1,000	-	-	-	-	-	1,000
Drinking water, air compresser, pumps	-	-	1,400	-	-	-	-	1,400
Gas tank, waste pickup, portable toilets	-	-	-	3,000	-	-	-	3,000
Local Turf conferences for Superintendent	-	-	-	-	675	-	-	675
Nat'l Superintendents Assn.	-	-	-	-	-	220	-	220
State Superintendents Assn.	-	-	-	-	-	100	-	100
Pesticides	-	-	-	-	-	130	-	130
DNR	-	-	-	-	-	50	-	50
Other	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
	-	1,000	1,400	3,000	675	500	-	**6,575**

City of Roseville
Recreation - Golf Course Maintenance
Budget Worksheet - Schedule D

	Furniture & Fixtures	Vehicles & Equip	Other Improve	Computer Equipment	Other	Total Capital Outlay
Landscaping	-	-	-	-	-	-
Cushman	-	-	-	-	-	-
Turf covers	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
	-	-	-	-	-	-

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: November 22, 2010
Item No.: 13.c

Department Approval

City Manager Approval
WJ Malinen

Item Description: Discuss 2011 City Council Meeting Dates

BACKGROUND

Each year the Council sets the following year's meeting calendar so that Council and staff can plan their work load and meet statutory requirements.

REQUESTED COUNCIL ACTION

Discuss the 2011 City Council regular meeting dates.

Discuss possible dates for a Council Work Plan meeting.

Prepared by: Bill Malinen, City Manager
Attachments: A: Proposed Calendar of 2011 meeting dates

ROSEVILLE

DRAFT 2011 City Council DRAFT Meeting Schedule

The Roseville City Council will meet at 6:00 p.m. in the City Council Chambers of Roseville City Hall, 2660 Civic Center Drive, on the following dates:

January
3 *Org Mtg*
10
24

February
14
28

March
14
21
28

April
11
18
25

May
9
16
23

June
13
20

July
11
18
25

August
8
15
22

September
12
19
26

October
10
17
24

November
14
21
28

December
5
12

Note: Rosefest Parade Monday, 6/27