



City Council Agenda

Monday, January 3, 2011

5:15 p.m.

City Council Chambers

(Times are Approximate)

Public Reception

(Coffee & Cake in the Lobby)

5:15 p.m.

City Council Oaths of Office

(City Council Chambers)

6:00 p.m.

Mayor Dan Roe

- Swearing In by Nick Koop
- Recognition of family & friends
- Remarks

Council Member Tammy McGehee

- Swearing In by Carol Kough
- Recognition of family & friends
- Remarks

Council Member Robert Willmus

- Swearing In by Rose O'Rourke
- Recognition of family & friends
- Remarks

6:30 p.m.

1. Roll Call

Voting & Seating Order for January:
McGehee, Johnson, Pust, Willmus, Roe

6:32 p.m.

2. Approve Agenda

6:35 p.m.

3. Public Comment

6:40 p.m.

4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report

5. Recognitions, Donations, Communications

- 6:45 p.m. **6. Approve Minutes**
 a. Approve Minutes of December 13, 2010 Meeting
- 6:50 p.m. **7. Approve Consent Agenda**
 a. Approve Payments
 b. Approve Business Licenses
 c. Adopt Resolution Designating Bank Depositories
 d. Adopt Resolution Designating Bank Signatories
 e. Approve not Waiving Statutory Liability Limits
 f. Designate 2011 Legal Newspaper
 g. Approve Solicitation of Donations for 2011 Special Events
 h. Approve 2011 City Sign Permits
 i. Approve Renewal of Electrical Inspection Service Agreement
 j. Designate 2011 Assistant Weed Inspector
- 7:00 p.m. **8. Consider Items Removed from Consent**
 9. General Ordinances for Adoption
 10. Presentations
 11. Public Hearings
 12. Business Items (Action Items)
- 7:10 p.m. a. Designate 2011 Acting Mayor
- 7:20 p.m. b. Consider Reappointing Citizen Advisory Commissioners
- 7:30 p.m. c. Consider Appointing Student Representative to the Human Rights Commission
- 13. Business Items – Presentations/Discussions**
- 7:40 p.m. a. Discuss City Council Rules of Procedure
- 7:55 p.m. b. Discuss City Council Liaisons
- 8:10 p.m. c. Discuss City Council Strategic Planning
- 8:25 p.m. **14. City Manager Future Agenda Review**
- 8:30 p.m. **15. Councilmember Initiated Items for Future Meetings**
- 8:40 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Jan 4	6:30 p.m.	Parks & Recreation Commission
Wednesday	Jan 5	6:30 p.m.	Planning Commission
Monday	Jan 10	6:00 p.m.	City Council Meeting
Tuesday	Jan 11	6:30 p.m.	Human Rights Commission
Monday	Jan 17		Dr. Martin Luther King, Jr. Day - City Offices Closed
Tuesday	Jan 18	6:00 p.m.	Housing & Redevelopment Authority
Monday	Jan 24	6:00 p.m.	City Council Meeting
Tuesday	Jan 25	6:30 p.m.	Public Works, Environment & Transportation Commission
Thursday	Jan 27	5:00 p.m.	Grass Lake Water Management Organization

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

Date: 1/3/11

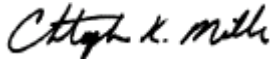
Item: 6.a

Approve Minutes of
December 13, 2010

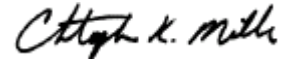
REQUEST FOR COUNCIL ACTION

Date: 1/03/2011
Item No.: 7.a

Department Approval



Acting 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	\$335,031.80
60952-61202	\$2,041,723.44
Total	\$2,376,755.24

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

check by date

User: mary.jenson

Printed: 12/28/2010 - 2:42 PM

Check D	Check Nu	Name	Description	Account	Amount
12/1/2010	0	Advanced Graphix Inc	SWAT Logo Decals	290-02-10-31-0000-10-4300	480.94
12/1/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2114	196.00
12/1/2010	0	Yale Mechanical, LLC	Exhaust Modifications	100-01-23-00-0000-10-4390	2,980.00
12/1/2010	0	Yale Mechanical, LLC	Maintenance Service	100-01-23-00-0000-10-4390	1,515.00
12/1/2010	0	Yale Mechanical, LLC	Maintenance Service	100-01-23-00-0000-10-4390	285.25
12/1/2010	0	Yale Mechanical, LLC	Maintenance Service	100-01-23-00-0000-10-4390	1,302.00
12/1/2010	0	Yale Mechanical, LLC	Boiler Repair	100-01-23-00-0000-10-4390	934.15
12/1/2010	0	Malinen William	ICMA Conference Expenses Reimbursement	100-01-02-00-0000-10-4400	209.43
12/1/2010	0	Malinen William	Mileage Reimbursement	100-01-02-00-0000-10-4320	102.20
12/1/2010	0	Malinen William	Overpayment of FICA Reimbursement	100-02-10-10-0000-10-4100	127.58
12/1/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	8.66
12/1/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	17.72
12/1/2010	0	City of St. Paul	Radio Service & Maint. Oct 2010	100-02-10-11-0000-10-4390	75.10
12/1/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	22.87
12/1/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	-75.00
12/1/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	10.52
12/1/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	48.29
12/1/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	21.16
12/1/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	54.30
12/1/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	5.33
12/1/2010	0	ICMA Retirement Trust 457-300227	Payroll Deduction for 11/30 Payroll	100-00-00-00-0000-10-2110	4,856.03
12/1/2010	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	1,072.50
12/1/2010	0	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	214.18
12/1/2010	0	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	269.81
12/1/2010	0	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	181.39
12/1/2010	0	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	129.95
12/1/2010	0	Mister Car Wash	Vehicle Washes	100-02-10-11-0000-10-4370	151.20
12/1/2010	0	Marks Mari	Assistant Dance Instructor	200-04-40-41-0242-23-4300	42.00
12/1/2010	0	Theisen Jill	Mileage Reimbursement	265-01-05-00-0000-25-4320	222.50
12/1/2010	0	Xcel Energy	Fire #1	100-02-13-13-0000-10-4360	482.89
12/1/2010	0	Xcel Energy	P&R	204-04-40-43-0000-23-4360	3,301.39
12/1/2010	0	Xcel Energy	Fire #2	100-02-13-13-0000-10-4360	92.50
12/1/2010	0	Xcel Energy	Sewer	600-05-50-00-0000-61-4360	702.40
12/1/2010	0	Xcel Energy	Skating	200-04-40-53-0000-23-4360	10,883.44
12/1/2010	0	Xcel Energy	Street Light	100-03-20-22-0000-10-4360	326.94
12/1/2010	0	Xcel Energy	Storm Water	640-08-54-00-0000-64-4360	14.28
12/1/2010	0	Xcel Energy	Traffic Signal	100-03-20-22-0000-10-4360	1,444.18
12/1/2010	0	Xcel Energy	2501 Fairview/Water Tower	610-06-51-00-0000-62-4360	260.37
12/1/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2114	184.62
12/1/2010	0	Erickson, Bell, Beckman & Quinn P.A.	Legal Services Through Oct 31	100-01-06-00-0000-10-4300	14,266.25
12/1/2010	0	Erickson, Bell, Beckman & Quinn P.A.	Legal Services Through Oct 31	294-02-10-31-0000-10-4300	1,592.50
12/1/2010	0	Eagle Clan, Inc	Latex Gloves, Disinfectant, Roll Towels	100-01-23-00-0000-10-4240	511.08
12/1/2010	0	Fastenal Company Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	350.21
12/1/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	136.01
12/1/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	364.15

Check D	Check Nu	Name	Description	Account	Amount
12/1/2010	0	Applied Concepts, Inc.	Deck Mount Antenna's	290-02-10-31-0000-10-4300	3,003.19
12/1/2010	0	Applied Concepts, Inc.	Sales/Use Tax	290-00-00-00-0000-10-2090	-193.19
12/1/2010	0	Streicher's	Ultrasonic Solution	290-02-10-31-0000-10-4300	203.02
12/1/2010	0	Streicher's	Riot Helmet	100-02-10-11-0000-10-4220	160.30
12/1/2010	0	Streicher's	Level 3A Vest	290-02-10-31-0000-10-4300	1,278.99
12/1/2010	0	Streicher's	Ultrasonic Solution	290-02-10-31-0000-10-4300	67.32
12/1/2010	0	Streicher's	.308 Rifle	290-02-10-31-0000-10-4300	801.56
12/1/2010	0	Streicher's	.340SW Tactical	290-02-10-31-0000-10-4300	1,518.35
12/1/2010	0	Tessman Seed Co - St. Paul	Ice Melt	100-01-23-00-0000-10-4240	531.70
12/1/2010	0	North Image Apparel, Inc.	Jackets, Sweatshirts	600-05-50-00-0000-61-4220	161.17
12/1/2010	0	North Image Apparel, Inc.	Jackets, Sweatshirts	610-06-51-00-0000-62-4220	231.66
12/1/2010	0	North Image Apparel, Inc.	Jackets, Sweatshirts	640-08-54-00-0000-64-4220	120.17
12/1/2010	0	Tricola Joe	CPR Intstructor	200-04-40-41-0236-23-4300	110.00
12/1/2010	60952	Albrecht Enterprises LLC	Controller Wiring	100-01-23-00-0000-10-4390	58.66
12/1/2010	60953	American Messaging	Monthly Service	290-02-10-31-0000-10-4300	28.60
12/1/2010	60954	Banc of America Leasing	Copier Lease	409-01-88-00-0000-42-4380	2,885.16
12/1/2010	60955	Biff's, Inc.	Regular Unit	640-08-54-00-0000-64-4240	74.93
12/1/2010	60956	Brite-Way Window Cleaning Sv	Window Cleaning-License Center	265-01-05-00-0000-25-4390	29.00
12/1/2010	60957	City of Minneapolis Receivables	Transaction Fees-Oct 2010	100-02-00-00-0000-10-3200	1,361.40
12/1/2010	60958	Discover Bank	Case #: 62CV 09-11758	100-00-00-00-0000-10-2110	281.16
12/1/2010	60959	Diversified Collection Services, Inc.		100-00-00-00-0000-10-2110	210.24
12/1/2010	60960	Donald Salverda & Associates	Advanced Effective Mgmt	260-10-56-57-0000-24-4410	600.00
12/1/2010	60961	Fed Ex	Shipping Charges	100-02-10-11-0000-10-4390	75.33
12/1/2010	60962	Forrest Glen Anderson Mares	Underage Tobacco Purchaser	290-02-10-31-0000-10-4300	50.00
12/1/2010	60963	Foster Eric	Underage Alcohol Compliance Checker	294-02-10-31-0000-10-4300	80.00
12/1/2010	60964	Freelance Professionals Inc	Leaf Pickup	640-08-54-00-0000-64-4300	3,536.00
12/1/2010	60964	Freelance Professionals Inc	Leaf Pickup	640-08-54-00-0000-64-4300	2,392.00
12/1/2010	60965	HealthEast Vehicle Services	Screen Cable Replacement	100-02-10-11-0000-10-4530	233.94
12/1/2010	60965	HealthEast Vehicle Services	Replace and Rewire Gun Lock	100-02-10-11-0000-10-4530	194.72
12/1/2010	60965	HealthEast Vehicle Services	Install MHZ Radio	100-02-10-11-0000-10-4530	747.21
12/1/2010	60965	HealthEast Vehicle Services	16 FT Radar Antenna Cable	100-02-10-11-0000-10-4530	229.45
12/1/2010	60965	HealthEast Vehicle Services	Install Console, Printer & Computer	100-02-10-11-0000-10-4530	972.22
12/1/2010	60966	Helmberger John	Mailbox Repair Reimbursement	100-03-20-21-0000-10-4240	20.01
12/1/2010	60967	Hoffman Jean	Singles Supplies Reimbursement	226-04-40-26-0000-23-4240	25.00
12/1/2010	60968	Hopkins Ken	Work Boots Reimbursement	100-03-20-30-0000-10-4220	112.50
12/1/2010	60969	ICMA Retirement Trust 401-109956	Payroll Deduction for 11/30 Payroll	100-00-00-00-0000-10-2110	350.28
12/1/2010	60970	Insituform Technologies USA, Inc.	Sanitary Sewer Lining	600-05-50-00-1009-61-4900	94,574.40
12/1/2010	60971	Keeps Inc	Xtreme Force	100-02-10-11-0000-10-4220	1,081.99
12/1/2010	60971	Keeps Inc	Xtreme Force, Biotac	100-02-10-11-0000-10-4220	1,285.99
12/1/2010	60972	Kohs Casey	Assistant Dance Instructor	200-04-40-41-0242-23-4300	38.50
12/1/2010	60973	Language Line Services	Interpretation Service	100-02-10-11-0000-10-4240	30.37
12/1/2010	60974	Larson Companies	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	60.29
12/1/2010	60975	Laser Technology, Inc.	Battery Tube Sleeve Replacement	100-02-10-11-0000-10-4390	149.93
12/1/2010	60976	LexisNexis Risk Data Mgmt, Inc.	Person, Vehicle Searches	100-02-10-12-0000-10-4240	120.65
12/1/2010	60977	Mathwig Rick	Travel Expenses Reimbursement	100-02-10-11-0000-10-4210	39.00
12/1/2010	60978	Meyer Enterprises	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	165.66
12/1/2010	60979	Mid America Auction, Inc.	Vehicle Storage Fees	290-02-10-31-0000-10-4300	1,156.00
12/1/2010	60980	Mobile Vehicle Integrators	Rear Seat Cameras Installation	294-02-10-31-0000-10-4300	625.00
12/1/2010	60981	Nielsen Bob	Van Loading/Unloaditn for RBB Concert	200-04-40-42-0102-23-4300	40.00
12/1/2010	60982	On Site Sanitation, Inc.	Monthly Rent	620-07-52-52-0000-63-4380	10.15
12/1/2010	60983	Petco Animal Supplies, Inc.	K9 Supplies	100-02-10-11-0000-10-4240	96.39
12/1/2010	60984	Premier Bank	HSA	100-00-00-00-0000-10-2110	1,786.15
12/1/2010	60984	Premier Bank	HSA	100-00-00-00-0000-10-2110	3,770.77
12/1/2010	60985	Qwest Communications, Inc.	Phone Record Search	100-02-10-12-0000-10-4240	150.00
12/1/2010	60986	Ramsey County	911 Dispatch Service-Oct	100-02-10-11-0000-10-4300	15,509.78

Check D	Check Nu	Name	Description	Account	Amount
12/1/2010	60986	Ramsey County	Water Patrol Services-Summer 2010	100-02-26-00-0000-10-4300	1,722.00
12/1/2010	60986	Ramsey County	Fleet Support for 111 Radios Jan-June	100-02-10-10-0000-10-4300	5,514.88
12/1/2010	60987	Rusterholz John	Pizza for CTV Volunteers	200-04-40-42-0102-23-4240	36.03
12/1/2010	60988	Schuler Melissa	Assistant Dance Instructor	200-04-40-41-0242-23-4300	68.25
12/1/2010	60989	Signature Concepts	V-Neck Cardigan	100-02-10-12-0000-10-4220	202.87
12/1/2010	60990	Speco Charter LLC	Motor Coach Rental	200-04-40-41-0273-23-4320	540.00
12/1/2010	60991	SRF Consulting Group, Inc.	Twin Lakes Network Trip Update	585-10-88-10-1017-47-4900	1,594.68
12/1/2010	60992	Steward, Zlimen & Jungers, LTD		100-00-00-00-0000-10-2110	68.90
12/1/2010	60993	Stowell Sheila	Mileage Reimbursement	810-00-81-00-0000-82-4300	4.35
12/1/2010	60993	Stowell Sheila	Mileage Reimbursement	260-10-56-57-0000-24-4300	4.35
12/1/2010	60993	Stowell Sheila	GLWMO Meeting Minutes	810-00-81-00-0000-82-4300	218.50
12/1/2010	60993	Stowell Sheila	Planning Commission Meeting Minutes	260-10-56-57-0000-24-4300	310.50
12/1/2010	60994	Suburban Ace Hardware	Halogen Bulb	100-02-10-11-0000-10-4240	9.07
12/1/2010	60994	Suburban Ace Hardware	Keys	100-02-10-11-0000-10-4240	11.70
12/1/2010	60995	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	963.41
12/1/2010	60995	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	481.71
12/1/2010	60996	Tri State Bobcat	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	85.45
12/1/2010	60996	Tri State Bobcat	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	57.37
12/1/2010	60996	Tri State Bobcat	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	47.69
12/1/2010	60997	Twaroski Anita	Mileage Reimbursement	204-04-40-43-0000-23-4320	155.50
12/1/2010	60998	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	90.84
12/1/2010	60998	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	90.84
12/1/2010	60998	Twin Cities Transport & Recove	Towing Service	100-02-10-12-0000-10-4240	90.84
12/1/2010	60998	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	90.84
12/1/2010	60999	Uniforms Unlimited, Inc.	Batteries, Bulbs	100-02-10-11-0000-10-4240	181.61
12/1/2010	60999	Uniforms Unlimited, Inc.	Body Armor	100-02-10-11-0000-10-4220	1,137.49
12/1/2010	60999	Uniforms Unlimited, Inc.	Jacket	100-02-10-18-0000-10-4220	286.95
12/1/2010	60999	Uniforms Unlimited, Inc.	Batter Stick	100-02-10-12-0000-10-4240	17.63
12/1/2010	60999	Uniforms Unlimited, Inc.	Taser	294-02-10-31-0000-10-4300	1,737.27
12/1/2010	61000	Van Deusen Kristina	Assistant Dance Instructor	200-04-40-41-0242-23-4300	90.00
12/1/2010	61001	Veit & Company, Inc.	Twin Lakes Infrastructure	585-10-88-10-1017-47-4900	523,326.96
12/1/2010	61002	Viking Electric Supply, Inc.	Electrical Supplies	100-01-23-00-0000-10-4240	64.96
12/1/2010	61003	Village Plumbing, Inc.	Restroom Repairs	100-01-23-00-0000-10-4390	520.60
12/1/2010	61004	Wisconsin Dept. of Transportation	East Metro SWAT Meals	290-02-10-31-0000-10-4300	2,213.40
12/9/2010	0	Ferguson Waterworks	CE5320B Handheld w/2650i HHIV	610-06-51-00-0000-62-4510	94.61
12/9/2010	0	Ferguson Waterworks	CE5320B Handheld w/2650i HHIV	610-06-51-00-0000-62-4510	29.88
12/9/2010	0	Ferguson Waterworks	CE5320B Handheld w/2650i HHIV	610-06-51-00-0000-62-4510	14,541.41
12/9/2010	0	Ferguson Waterworks	R 450 Data Collector	610-06-51-00-0000-62-4530	25,000.00
12/9/2010	0	Ferguson Waterworks	R 450 Data Collector	610-06-51-00-0000-62-4530	1,718.75
12/9/2010	0	Ferguson Waterworks	Water Meter Supplies	600-05-50-00-0000-61-4240	457.95
12/9/2010	0	Ferguson Waterworks	Water Meter Supplies	600-05-50-00-0000-61-4240	28.07
12/9/2010	0	Ferguson Waterworks	Water Meter Supplies	610-06-51-00-0000-62-4240	73.13
12/9/2010	0	Ferguson Waterworks	Water Meter Supplies	610-06-51-00-0000-62-4240	532.37
12/9/2010	0	Ferguson Waterworks	Water Meter Supplies-Credit	610-06-51-00-0000-62-4240	-73.13
12/9/2010	0	Brock White Co	Lithochrome Color Hardener	610-06-51-00-0000-62-4240	47.37
12/9/2010	0	Bryan Rock Products, Inc.	CL5	610-06-51-00-0000-62-4240	42.75
12/9/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	342.43
12/9/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	69.98
12/9/2010	0	Catco Parts & Service Inc	Hose Supplies	204-04-40-43-0000-23-4230	148.45
12/9/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	76.66
12/9/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	231.79
12/9/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	133.36
12/9/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	25.93
12/9/2010	0	Kath Fuel Oil Service, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	63.99
12/9/2010	0	McMaster-Carr Supply Co	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	13.49

Check D	Check Nu	Name	Description	Account	Amount
12/9/2010	0	McMaster-Carr Supply Co	Sales/Use Tax	100-00-00-00-0000-10-2090	-0.87
12/9/2010	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	687.50
12/9/2010	0	North Heights Hardware Hank	Fasteners/Anchors	204-04-40-43-0000-23-4240	3.62
12/9/2010	0	North Heights Hardware Hank	Cleaning Supplies	204-04-40-43-0000-23-4240	22.64
12/9/2010	0	North Heights Hardware Hank	Repair Kit	204-04-40-43-0000-23-4240	2.66
12/9/2010	0	North Heights Hardware Hank	Plumbing Supplies	204-04-40-43-0000-23-4240	19.26
12/9/2010	0	North Heights Hardware Hank	Spray Paint	204-04-40-43-0000-23-4240	8.53
12/9/2010	0	North Heights Hardware Hank	Rags	204-04-40-43-0000-23-4240	13.88
12/9/2010	0	North Heights Hardware Hank	Plastic Welder	204-04-40-43-0000-23-4240	5.65
12/9/2010	0	North Heights Hardware Hank	Paint, Liners	204-04-40-43-0000-23-4240	74.51
12/9/2010	0	North Heights Hardware Hank	Fasteners/Anchors	204-04-40-43-0000-23-4240	8.55
12/9/2010	0	North Heights Hardware Hank	Ball Valve, Elbows	204-04-40-43-0000-23-4240	27.11
12/9/2010	0	North Heights Hardware Hank	Adapters, Hose Fittings	204-04-40-43-0000-23-4240	33.27
12/9/2010	0	North Heights Hardware Hank	Hardware Supplies	204-04-40-43-0000-23-4240	24.00
12/9/2010	0	North Heights Hardware Hank	Shop Parts	204-04-40-43-0000-23-4240	77.13
12/9/2010	0	Old Dominion Brush	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	313.44
12/9/2010	0	Kelsey Jeanne	Mileage Reimbursement	723-00-00-00-0000-87-4320	22.00
12/9/2010	0	Gaughan Properties	Motor Vehicle Rent-Jan 2011	265-01-05-00-0000-25-4380	4,452.00
12/9/2010	0	Hornik George	Living Smarter Marketing Campaign	723-00-00-00-0000-87-4330	3,000.00
12/9/2010	0	R & R Specialties of Wisconsin, Inc	Board Brush	200-04-40-53-0000-23-4240	96.61
12/9/2010	0	Eagle Clan, Inc	Toilet Tissue, White Roll Towels	200-04-40-53-0000-23-4240	456.36
12/9/2010	0	Thomas Kara	Mileage Reimbursement	100-01-04-00-0000-10-4320	21.20
12/9/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	244.36
12/9/2010	0	WSB & Associates, Inc.	Project 01814-210	585-10-88-10-1017-47-4900	67,739.81
12/9/2010	0	ARAMARK Services	Coffee Supplies	100-01-08-00-0000-10-4240	268.72
12/9/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	350.47
12/9/2010	0	SFM Risk Solutions	Work Comp Administration	700-00-60-00-0000-71-4300	1,153.00
12/9/2010	0	Adam's Pest Control Inc	Quarterly Service	100-01-23-00-0000-10-4390	106.88
12/9/2010	0	Adam's Pest Control Inc	Quarterly Service	100-01-23-00-0000-10-4390	106.88
12/9/2010	0	Crescent Electric Supply Co	Transit RS232FX, Rail Mount	610-06-51-00-0000-62-4240	2,214.38
12/9/2010	0	Crescent Electric Supply Co	Fiber Marker	109-01-77-00-0000-11-4240	173.91
12/9/2010	0	Yocum Oil	Motor Fuel	100-03-20-30-0000-10-4210	9,514.82
12/9/2010	0	FSH Communications-LLC	Payphone Advantage	112-01-77-00-0000-11-4310	64.13
12/9/2010	0	Evenson Jeff	Mileage Reimbursement	204-04-40-43-0000-23-4320	222.00
12/9/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	93.47
12/9/2010	61005	AARP	AARP Driving Instructor	200-04-40-41-0210-23-4300	352.00
12/9/2010	61006	Able Fence Inc	Top Rail, Loop Cap	204-04-40-43-0000-23-4240	10.69
12/9/2010	61006	Able Fence Inc	Sales/Use Tax	204-00-00-00-0000-23-2090	-0.69
12/9/2010	61007	Access Communications Inc	Fiber Relocate Rice St Bridge Project	590-03-76-00-9011-48-4900	18,837.47
12/9/2010	61007	Access Communications Inc	Annual Billing for Locate Services	109-01-77-00-0000-11-4390	108.33
12/9/2010	61008	Anoka County Vital Statistics	Notary Filing Fee	265-01-05-00-0000-25-4420	20.00
12/9/2010	61009	Asphalt Surface Tech, Corp	MSA Mill and Overlay Project	590-03-75-10-1004-48-4900	8,311.34
12/9/2010	61009	Asphalt Surface Tech, Corp	Watermain	610-06-51-00-1004-62-4900	1,816.12
12/9/2010	61009	Asphalt Surface Tech, Corp	Sanitary Sewer	600-05-50-00-1004-61-4900	9,050.40
12/9/2010	61009	Asphalt Surface Tech, Corp	City Mill & Overlays	590-03-69-10-1004-48-4900	6,242.78
12/9/2010	61009	Asphalt Surface Tech, Corp	Roselawn Ave	590-03-75-96-9002-48-4530	93,825.57
12/9/2010	61009	Asphalt Surface Tech, Corp	Roselawn Watermain	640-08-54-00-9002-64-4530	3,920.99
12/9/2010	61009	Asphalt Surface Tech, Corp	Roselawn Storm Sewer	640-08-54-00-9002-64-4530	-62,713.50
12/9/2010	61009	Asphalt Surface Tech, Corp	Roselawn Sanitary Sewer	600-05-50-96-9002-61-4530	524.40
12/9/2010	61009	Asphalt Surface Tech, Corp	M.S.A. Mill & Overlays	590-03-75-96-9004-48-4530	1,624.50
12/9/2010	61009	Asphalt Surface Tech, Corp	M & O Storm Utility	640-08-54-00-9004-64-4530	-213.75
12/9/2010	61009	Asphalt Surface Tech, Corp	M & O Sanitary Sewer	600-05-50-96-9004-61-4530	190.00
12/9/2010	61009	Asphalt Surface Tech, Corp	Cleveland Ave Sanitary Sewer	600-05-50-00-9015-61-4900	356.25
12/9/2010	61009	Asphalt Surface Tech, Corp	John Rose Oval	411-04-64-40-2907-42-4530	2,443.87
12/9/2010	61010	Astleford International Trucks	Turbocharger Assembly	100-03-20-30-0000-10-4370	316.21

Check D	Check Nu	Name	Description	Account	Amount
12/9/2010	61011	Baran Lanie	Shelter Key Return Refund	200-04-40-41-0281-23-344	50.00
12/9/2010	61012	Camco Lubricants	717HP Camco 717-HT	200-04-40-53-0000-23-424	158.71
12/9/2010	61013	CDWG Inc.	Cisco 7945 IP Phone, Spare	111-01-14-00-0000-11-453	58.39
12/9/2010	61013	CDWG Inc.	Cisco 7945 IP Phone, Spare	111-01-14-00-0000-11-453	414.81
12/9/2010	61013	CDWG Inc.	Cisco 7965 IP Phone, Spare	111-01-14-00-0000-11-453	1,143.05
12/9/2010	61013	CDWG Inc.	Cisco 7965 IP Phone, Spare	111-01-14-00-0000-11-453	30.73
12/9/2010	61013	CDWG Inc.	Rack Velocity 6	109-01-77-00-0000-11-424	317.26
12/9/2010	61013	CDWG Inc.	Rack Velocity 6	109-01-77-00-0000-11-424	317.26
12/9/2010	61014	Centennial United Methodist Ch	Building Rental-Primary Election	100-01-03-00-0000-10-438	50.00
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-422	2.14
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-422	29.75
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-422	29.75
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-422	2.14
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-422	29.75
12/9/2010	61015	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-422	2.14
12/9/2010	61016	Clear Wireless LLC	MN-MSP0400 Escrow Balance Refund	260-00-00-00-0000-24-230	580.45
12/9/2010	61016	Clear Wireless LLC	Development Escrow Balance Refund	260-00-00-00-0000-24-230	1,583.79
12/9/2010	61017	CNA Surety	Bond Policy	710-00-61-00-0000-73-435	100.00
12/9/2010	61018	Comcast Cable	High Speed Internet	109-01-77-00-0000-11-431	73.55
12/9/2010	61019	Deluxe Business Forms	1099, W2 Forms	100-01-04-00-0000-10-424	403.77
12/9/2010	61020	Denison Rose Ann	Fanny Hill Dinner Theater Refund	200-04-40-41-0273-23-344	146.00
12/9/2010	61020	Denison Rose Ann	Fanny Hill Dinner Theater Refund	200-04-40-41-0380-23-344	4.00
12/9/2010	61020	Denison Rose Ann	Fanny Hill Dinner Theater Refund	200-04-40-41-0000-23-371	4.00
12/9/2010	61021	Donald Salverda & Associates	Effective Management Books	100-01-02-00-0000-10-441	183.63
12/9/2010	61021	Donald Salverda & Associates	Effective Management Books	260-10-56-57-0000-24-441	174.56
12/9/2010	61022	Ecoenvelopes, LLC	Utility Billing Section 002	600-05-50-00-0000-61-431	45.30
12/9/2010	61022	Ecoenvelopes, LLC	Utility Billing Section 002	610-06-51-00-0000-62-431	45.30
12/9/2010	61022	Ecoenvelopes, LLC	Utility Billing Section 002	640-08-54-00-0000-64-431	45.40
12/9/2010	61023	Electric Motor Repair, Inc	Weg Motor Inspection	200-04-40-53-0000-23-439	48.85
12/9/2010	61024	Estate of Mr. George J. Reiling	2010 Tax Increment Payment	584-10-88-00-0000-47-497	256,694.90
12/9/2010	61025	Fra-Dor Inc.	Black Dirt, Concrete & Asphalt Removal	610-06-51-00-0000-62-424	146.84
12/9/2010	61025	Fra-Dor Inc.	Black Dirt, Concrete & Asphalt Removal	640-08-54-00-0000-64-424	146.83
12/9/2010	61025	Fra-Dor Inc.	Black Dirt, Concrete & Asphalt Removal	408-03-64-00-0000-42-424	154.66
12/9/2010	61025	Fra-Dor Inc.	Black Dirt	610-06-51-00-0000-62-424	47.42
12/9/2010	61025	Fra-Dor Inc.	Black Dirt	408-03-64-00-0000-42-424	22.58
12/9/2010	61026	Frontier Ag & Turf	John Deere Parts	204-04-40-43-0000-23-424	149.08
12/9/2010	61027	FWR Communication Networks	Optical Fiber	109-01-77-00-0000-11-439	200.00
12/9/2010	61028	Galilee Evangelical Lutheran Church	Building Rental-Primary Election	100-01-03-00-0000-10-438	50.00
12/9/2010	61029	Harmon Auto Glass-Roseville	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-437	203.25
12/9/2010	61030	Harrington Paul	Development Escrow Acct Balance Refund	260-00-00-00-0000-24-230	517.01
12/9/2010	61031	Hewlett-Packard Company	Computer Equipment	100-01-04-00-0000-10-446	2,630.12
12/9/2010	61031	Hewlett-Packard Company	Computer Equipment	290-02-10-31-0000-10-430	657.53
12/9/2010	61031	Hewlett-Packard Company	Computer Equipment	100-01-04-00-0000-10-446	609.19
12/9/2010	61032	ICLEI-USA Membership	Membership Dues	100-01-32-00-0000-10-448	600.00
12/9/2010	61033	Integra Telecom	Telephone Service	112-01-77-00-0000-11-431	277.34
12/9/2010	61034	Jeff's S.O.S. Drain Cleaning, Corp.	Water Line Repair	100-01-23-00-0000-10-439	343.75
12/9/2010	61035	Kennedy & Graven, Chartered	Legal Fees Lake Josephine HA	723-00-72-00-0409-87-430	630.00
12/9/2010	61036	Kohs Casey	Assistant Dance Instructor	200-04-40-41-0242-23-430	52.50
12/9/2010	61037	Konica Minolta Business Solutions, Inc	Copier Charges	409-01-88-00-0000-42-438	55.58
12/9/2010	61037	Konica Minolta Business Solutions, Inc	Copier Charges	409-01-88-00-0000-42-438	2,871.73
12/9/2010	61038	League MN Human Rights Comm	Membership Dues 2011	100-01-33-00-0000-10-442	178.50
12/9/2010	61039	Liberty Tire Recycling, LLC	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-423	122.60
12/9/2010	61040	McAfee, Inc.	Disaster Recover Service	109-01-77-00-0000-11-439	195.00
12/9/2010	61040	McAfee, Inc.	Disaster Recover Service	109-01-77-00-0000-11-439	195.00
12/9/2010	61041	MIDC Enterprises	Command Radio, Controller	204-04-40-43-0000-23-424	383.42

Check D	Check Nu	Name	Description	Account	Amount
12/9/2010	61042	Minnesota/Wisconsin Playground	Install Benches	411-04-64-40-2003-42-4531	380.00
12/9/2010	61042	Minnesota/Wisconsin Playground	Picnic Tables and Benches 2008 PIP	411-04-64-40-2810-42-4531	3,143.58
12/9/2010	61042	Minnesota/Wisconsin Playground	Picnic Tables and Benches 2008 PIP	411-04-64-40-2810-42-4531	8,813.60
12/9/2010	61043	Mn Dept of Agriculture	2011 Tree Registry Renewal	204-04-40-43-0000-23-4241	25.00
12/9/2010	61044	MN NAHRO	Membership Renewal	723-00-00-00-0000-87-4421	140.00
12/9/2010	61045	Mobile Vehicle Integrators	Video Camera Installation in Squads	294-02-10-31-0000-10-4301	3,025.00
12/9/2010	61046	Motion Industries Inc	Cup	100-03-20-30-0000-10-4231	53.81
12/9/2010	61047	Mr. Handyman	Yard Cleanup, Deck Replacement 2544 Fairv	722-00-78-00-0000-87-4901	8,500.00
12/9/2010	61048	Networkfleet, Inc.	Monthly Service-Nov	600-05-50-00-0000-61-4301	89.85
12/9/2010	61049	North Country Business Products Inc	Thermal Paper	265-01-05-00-0000-25-4201	209.54
12/9/2010	61050	North Heights Lutheran Church	Building Rental-Primary Election	100-01-03-00-0000-10-4381	50.00
12/9/2010	61051	Nyman Lois	Fanny Hill Dinner Theater Refund	200-04-40-41-0273-23-3441	146.00
12/9/2010	61051	Nyman Lois	Fanny Hill Dinner Theater Refund	200-04-40-41-0380-23-3441	4.00
12/9/2010	61051	Nyman Lois	Fanny Hill Dinner Theater Refund	200-04-40-41-0000-23-3711	4.00
12/9/2010	61052	Office of the Secretary of State	Address List	110-01-09-00-0000-12-4241	30.00
12/9/2010	61053	Perfect Wedding Guide The	Oval Advertising	200-04-40-53-0000-23-4331	1,860.00
12/9/2010	61054	Performance Plus, Inc.	Medical Examinations	100-02-13-15-0000-10-4301	8,525.00
12/9/2010	61054	Performance Plus, Inc.	Medical Examinations	100-02-13-15-0000-10-4301	330.00
12/9/2010	61055	Pipe Services Inc	Root Cutting	600-05-50-00-0000-61-4301	1,575.00
12/9/2010	61056	Playpower LT Farmington, Inc.	Playground Repair - Funding from 2009 PI	411-04-64-40-2904-42-4531	9,163.25
12/9/2010	61056	Playpower LT Farmington, Inc.	Playground Repair - Funding from 2009 PI	411-04-64-40-2904-42-4531	176.34
12/9/2010	61057	Prince of Peace Lutheran Church	Building Rental-Primary Election	100-01-03-00-0000-10-4381	50.00
12/9/2010	61058	Printers Service Inc	Zamboni Ice Knife	200-04-40-53-0000-23-4391	214.17
12/9/2010	61059	Q3 Contracting, Inc.	Signs, Barrels, Barricades	600-05-50-00-0000-61-4381	1,429.78
12/9/2010	61059	Q3 Contracting, Inc.	Signs, Barrels, Barricades	600-05-50-00-0000-61-4381	879.64
12/9/2010	61059	Q3 Contracting, Inc.	Signs, Barrels, Barricades	600-05-50-00-0000-61-4381	269.31
12/9/2010	61060	Qwest	Telephone	112-01-21-00-0000-11-4311	136.11
12/9/2010	61060	Qwest	Telephone	112-01-77-00-0000-11-4311	641.26
12/9/2010	61060	Qwest	Telephone	112-01-21-00-0000-11-4311	298.62
12/9/2010	61060	Qwest	Telephone	112-01-21-00-0000-11-4311	172.11
12/9/2010	61060	Qwest	Telephone	112-01-21-00-0000-11-4311	86.06
12/9/2010	61060	Qwest	Telephone	112-01-19-00-0000-11-4311	216.27
12/9/2010	61060	Qwest	Telephone	112-01-77-00-0000-11-4311	641.26
12/9/2010	61060	Qwest	Telephone	112-01-77-00-0000-11-4311	366.52
12/9/2010	61060	Qwest	Telephone	112-01-77-00-0000-11-4311	641.26
12/9/2010	61060	Qwest	Telephone	112-01-77-00-0000-11-4311	641.26
12/9/2010	61061	Qwest Communications	Telephone	112-01-77-00-0000-11-4311	121.94
12/9/2010	61062	R & S Riese, Inc.	Large Branch & Stump Removal	610-06-51-00-0000-62-4301	495.00
12/9/2010	61063	Rieschl Ron	Singles Supplies Reimbursement	226-04-40-26-0000-23-4241	20.00
12/9/2010	61064	Rosepointe	Building Rental-Primary Election	100-01-03-00-0000-10-4381	50.00
12/9/2010	61065	Roseville Covenant Church	Building Rental-Primary Election	100-01-03-00-0000-10-4381	50.00
12/9/2010	61066	Roseville Lutheran Church	Building Rental-Primary Election	100-01-03-00-0000-10-4381	50.00
12/9/2010	61067	Schadegg Development, LLC	Escrow Balance Refund	260-00-00-00-0000-24-2301	1,567.88
12/9/2010	61068	Scharber & Sons	Vehicle Supplies	204-04-40-43-0000-23-4241	299.09
12/9/2010	61069	Sprint	Cell Phones	100-03-20-21-0000-10-4311	500.38
12/9/2010	61069	Sprint	Cell Phones	640-08-54-00-0000-64-4311	229.83
12/9/2010	61069	Sprint	Cell Phones	100-03-20-30-0000-10-4311	21.31
12/9/2010	61069	Sprint	Cell Phones	600-05-50-00-0000-61-4311	172.46
12/9/2010	61069	Sprint	Cell Phones	200-04-40-40-0000-23-4311	189.38
12/9/2010	61069	Sprint	Cell Phones	200-04-40-53-0000-23-4311	54.40
12/9/2010	61069	Sprint	Cell Phones	204-04-40-43-0000-23-4311	163.08
12/9/2010	61069	Sprint	Cell Phones	620-07-52-52-0000-63-4311	34.67
12/9/2010	61069	Sprint	Cell Phones	260-02-56-17-0000-24-4311	129.84
12/9/2010	61069	Sprint	Cell Phones	100-01-03-00-0000-10-4311	41.07
12/9/2010	61069	Sprint	Cell Phones	100-01-02-00-0000-10-4311	20.54

Check D	Check Nu	Name	Description	Account	Amount
12/9/2010	61069	Sprint	Cell Phones	100-03-20-20-0000-10-4310	61.64
12/9/2010	61069	Sprint	Cell Phones	100-02-10-10-0000-10-4310	218.33
12/9/2010	61069	Sprint	Cell Phones	100-02-10-11-0000-10-4310	346.37
12/9/2010	61069	Sprint	Cell Phones	100-02-10-12-0000-10-4310	537.69
12/9/2010	61070	St. Christopher Episcopal Church	Building Rental-Primary Election	100-01-03-00-0000-10-4380	50.00
12/9/2010	61071	Staples Business Advantage, Inc.	Toner	100-01-08-00-0000-10-4240	115.69
12/9/2010	61071	Staples Business Advantage, Inc.	Toner	100-01-08-00-0000-10-4240	202.68
12/9/2010	61071	Staples Business Advantage, Inc.	Credit	100-01-08-00-0000-10-4240	-123.30
12/9/2010	61072	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4300	235.75
12/9/2010	61072	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4300	4.35
12/9/2010	61072	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4300	362.25
12/9/2010	61072	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4300	4.35
12/9/2010	61073	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	250.45
12/9/2010	61073	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	326.70
12/9/2010	61073	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	75.00
12/9/2010	61074	T Mobile	Cell Phones-Acct 771707201	100-03-20-20-0000-10-4310	40.20
12/9/2010	61074	T Mobile	Cell Phones-Acct 771707201	600-05-50-00-0000-61-4310	108.37
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	100-03-20-21-0000-10-4240	508.00
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	610-06-51-00-0000-62-4240	240.41
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	600-05-50-00-0000-61-4240	1,460.31
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	640-08-54-00-0000-64-4240	1,246.88
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	610-06-51-00-0000-62-4240	470.80
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	100-03-20-21-0000-10-4240	840.84
12/9/2010	61075	T. A. Schifsky & Sons, Inc.	Asphalt	640-08-54-00-0000-64-4240	783.39
12/9/2010	61076	Tousley Ford Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	53.58
12/9/2010	61077	Tri State Bobcat	Bobcat Skidsteer Loader Rental	640-08-54-00-0000-64-4380	2,565.00
12/9/2010	61077	Tri State Bobcat	Bobcat Skidsteer Loader Rental	100-03-20-21-0000-10-4380	2,565.00
12/9/2010	61078	Truck Utilities Mfg Co.	Cutting Edge Half 9'	100-03-20-30-0000-10-4230	540.23
12/9/2010	61078	Truck Utilities Mfg Co.	Hyd. Cyl.	100-03-20-30-0000-10-4230	130.86
12/9/2010	61079		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	428.20
12/9/2010	61080	Twin City Water Clinic, Inc.	Coliform Bacterias	610-06-51-00-0000-62-4300	320.00
12/9/2010	61081	University of Minnesota	APWA Conference	100-03-20-20-0000-10-4400	225.00
12/9/2010	61081	University of Minnesota	APWA Conference	100-03-20-20-0000-10-4400	109.00
12/9/2010	61082	Van Deusen Kristina	Assistant Dance Instructor	200-04-40-41-0242-23-4300	30.00
12/9/2010	61083	Viking Electric Supply, Inc.	Switch	204-04-40-43-0000-23-4240	85.38
12/9/2010	61084	Viking Industrial Center	Hip Boots	600-05-50-00-0000-61-4240	83.35
12/9/2010	61085	Walsh Judith	Craft Fair Refund	200-04-40-42-0119-23-3820	50.00
12/9/2010	61086	Water Conservation Service, Inc.	Leak Detection	610-06-51-00-0000-62-4300	638.00
12/9/2010	61087	Westucket Homes, LLC	Development Escrow Balance Refund	260-00-00-00-0000-24-2300	1,221.08
12/10/2010	61088	Ecoenvelopes, LLC	Postage	610-06-51-00-0000-62-4310	408.00
12/10/2010	61088	Ecoenvelopes, LLC	Postage	640-08-54-00-0000-64-4310	408.00
12/10/2010	61088	Ecoenvelopes, LLC	Postage	600-05-50-00-0000-61-4310	408.00
12/14/2010	0	State Ins. Lic.- ACH	Insurance License Renewal	710-00-61-00-0000-73-4420	145.46
12/14/2010	0	Sprint-ACH	Cell Phones	100-03-20-30-0000-10-4310	38.50
12/14/2010	0	Sprint-ACH	Cell Phones	100-03-20-20-0000-10-4310	75.12
12/14/2010	0	Sprint-ACH	Cell Phones	109-01-77-00-0000-11-4310	235.47
12/14/2010	0	Sprint-ACH	Cell Phones	200-04-40-40-0000-23-4310	35.99
12/14/2010	0	Sprint-ACH	Cell Phones	204-04-40-43-0000-23-4310	38.50
12/14/2010	0	Sprint-ACH	Cell Phones	620-07-52-52-0000-63-4310	38.50
12/14/2010	0	Sprint-ACH	Cell Phones	100-01-04-00-0000-10-4310	39.24
12/14/2010	0	Sprint-ACH	Cell Phones	204-04-40-43-0627-23-4120	26.90
12/14/2010	0	Sprint-ACH	Cell Phones	640-08-54-00-0000-64-4310	80.70
12/14/2010	0	Sprint-ACH	Cell Phones	100-02-10-12-0000-10-4240	53.80
12/14/2010	0	Sprint-ACH	Cell Phones	109-01-77-00-0000-11-4310	80.70
12/14/2010	0	Sprint-ACH	Cell Phones	200-04-40-40-0000-23-4310	26.90

Check D	Check Nu	Name	Description	Account	Amount
12/14/2010	0	Staples-ACH	Office Supplies	200-04-40-40-0000-23-4200	120.13
12/14/2010	0	Staples-ACH	Office Supplies	100-02-13-13-0000-10-4200	96.26
12/14/2010	0	Aggregate & Ready Mix -ACH	Bituminous Training	100-03-20-20-0000-10-4410	150.00
12/14/2010	0	Local Link, Inc.-ACH	DNS Hosting	109-01-77-00-0000-11-4390	105.00
12/14/2010	0	Best Western- ACH	Lodging During Training-Ellsworth	100-02-10-10-0000-10-4410	179.80
12/14/2010	0	TGI Friday's- ACH	Lunch During Training	100-02-10-10-0000-10-4410	45.00
12/14/2010	0	Chipotle- ACH	Dinner Supplies for Training Crew	100-02-13-16-0000-10-4410	27.69
12/14/2010	0	Kum & Go -ACH	Fuel	100-02-10-11-0000-10-4210	24.93
12/14/2010	0	Brock White -ACH	Supplies	640-08-54-00-0000-64-4240	50.28
12/14/2010	0	Brock White -ACH	Leaf Program Rakes	640-08-54-00-0000-64-4240	156.06
12/14/2010	0	Green Disk-ACH	Technotrash Cans	650-09-65-00-0000-65-4240	160.15
12/14/2010	0	Green Disk-ACH	Sales/Use Tax	650-00-00-00-0000-65-2090	-10.30
12/14/2010	0	Park Supply of America- ACH	No Receipt	610-06-51-00-0000-62-4480	26.36
12/14/2010	0	McMaster-Carr-ACH	Meter Van Supplies	610-06-51-00-0000-62-4530	281.59
12/14/2010	0	Discount Steel Inc-ACH	Steel Tube for Railing	200-04-40-53-0000-23-4240	76.26
12/14/2010	0	Sherwin Williams - ACH	Paint Supplies	204-04-40-43-0000-23-4240	74.93
12/14/2010	0	Shell Oil - ACH	Fuel	100-02-10-11-0000-10-4210	17.82
12/14/2010	0	Eden Prairie Tuition Office-ACH	M-Step Officer Training Class	100-02-13-16-0000-10-4410	185.00
12/14/2010	0	Eden Prairie Tuition Office-ACH	M-Step Officer Training Class	100-02-13-16-0000-10-4410	185.00
12/14/2010	0	Superamerica-ACH	Beverages	100-02-10-11-0000-10-4410	16.53
12/14/2010	0	Aurelio's Pizza-ACH	Chief's Meeting Dinner Supplies	100-02-13-16-0000-10-4410	52.56
12/14/2010	0	O'Reilly Automotive-ACH	Belt	100-03-20-21-0000-10-4240	8.46
12/14/2010	0	O'Reilly Automotive-ACH	No Receipt	610-06-51-00-0000-62-4480	16.06
12/14/2010	0	AAFES-ACH	SWAT Supplies	100-02-13-15-0000-10-4240	33.76
12/14/2010	0	U of M Blosys/AG Eng-ACH	Design Construction Training	100-03-20-20-0000-10-4410	155.00
12/14/2010	0	Mn Dept of Labor-ACH	Plan Review Training-Proulx	260-02-56-17-0000-24-4410	85.00
12/14/2010	0	Motion Industries-ACH	Aerator Chain	620-07-52-52-0000-63-4230	7.99
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-01-04-00-0000-10-4200	34.77
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-01-02-00-0000-10-4200	4.99
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-01-03-00-0000-10-4200	46.29
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-01-08-00-0000-10-4240	5.61
12/14/2010	0	S & T Office Products-ACH	Office Supplies	265-01-05-00-0000-25-4200	7.71
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-02-10-10-0000-10-4200	88.34
12/14/2010	0	S & T Office Products-ACH	Office Supplies	100-03-20-20-0000-10-4200	27.69
12/14/2010	0	Discount Snow Stakes-ACH	Snow Stakes	417-03-64-91-0000-42-4240	178.32
12/14/2010	0	Discount Snow Stakes-ACH	Sales/Use Tax	417-00-00-00-0000-42-2090	-11.47
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1302-10-4390	20.00
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	153.00
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1301-10-4390	88.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	275.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1303-10-4390	54.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	200-04-40-53-0000-23-4390	224.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	204-04-40-43-0000-23-4390	516.80
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	0.67
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	34.00
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	44.71
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1303-10-4390	43.09
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	620-07-52-52-0000-63-4390	108.80
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	153.00
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1301-10-4390	88.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-01-23-00-0000-10-4390	275.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	100-02-13-13-1303-10-4390	54.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	620-07-52-52-0000-63-4390	108.80
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	200-04-40-53-0000-23-4390	224.40
12/14/2010	0	Nitti Sanitation-ACH	Regular Service	204-04-40-43-0000-23-4390	516.80

Check D	Check Nu	Name	Description	Account	Amount
12/14/2010	0	MSA-ACH	Ratchets	100-02-13-15-0000-10-4231	237.26
12/14/2010	0	MSA-ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-15.26
12/14/2010	0	Power/Mation-ACH	No Receipt	610-06-51-00-0000-62-4481	239.40
12/14/2010	0	Brother Mobile Solutions-ACH	Thermal Paper	100-02-10-11-0000-10-4241	469.92
12/14/2010	0	Brother Mobile Solutions-ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-30.23
12/14/2010	0	AM Leonard-ACH	Bands	417-03-64-91-0000-42-4241	40.98
12/14/2010	0	AM Leonard-ACH	Sales/Use	417-00-00-00-0000-42-2091	-2.64
12/14/2010	0	Solarwinds-ACH	Licenses, Maintenance	109-01-77-00-0000-11-4391	697.00
12/14/2010	0	Newegg.Com-ACH	Memory Upgrade	109-01-77-00-0000-11-4241	87.62
12/14/2010	0	Newegg.Com-ACH	Sales/Use Tax	109-00-00-00-0000-11-2091	-5.64
12/14/2010	0	Fastenal-ACH	Sign Repair Bolts	100-03-20-21-0000-10-4241	210.69
12/14/2010	0	Roseville Bakery-ACH	New Fire Truck Arrival Ceremony Supplies	100-02-13-13-0000-10-4481	58.99
12/14/2010	0	Carrot-Top Industries-ACH	US Flags	200-04-40-53-0000-23-4241	205.59
12/14/2010	0	Carrot-Top Industries-ACH	Sales/Use Tax	200-00-00-00-0000-23-2091	-4.51
12/14/2010	0	Hilton Hotels-ACH	Lodging in Mankato-Paschke	260-10-56-57-0000-24-4401	317.88
12/14/2010	0	Papa John's-ACH	Pizza	100-02-10-11-0000-10-4411	98.38
12/14/2010	0	Papa John's-ACH	New Engine Trianing Supplies	100-02-13-16-0000-10-4411	61.25
12/14/2010	0	Papa John's-ACH	Pizza	810-00-81-00-0000-82-4241	30.25
12/14/2010	0	Grainger-ACH	No Receipt	204-04-40-43-0000-23-4481	16.29
12/14/2010	0	CDW-Government- ACH	Head Set Cable	109-01-77-00-0000-11-4241	11.36
12/14/2010	0	Certified Laboratories-ACH	Brake Aerosol	100-03-20-30-0000-10-4231	242.29
12/14/2010	0	Menards-ACH	Station 2 Shed Repair Items	100-02-13-15-0000-10-4241	37.58
12/14/2010	0	Menards-ACH	No Receipt	610-06-51-00-0000-62-4481	46.28
12/14/2010	0	Menards-ACH	Station 2 Shed Repair Items	408-03-64-00-0000-42-4241	121.54
12/14/2010	0	Menards-ACH	Station 2 Shed Repair Items	640-08-54-00-0000-64-4241	138.26
12/14/2010	0	Suburban Ace Hardware-ACH	Fire Station Supplies	100-02-13-15-0000-10-4241	12.09
12/14/2010	0	Suburban Ace Hardware-ACH	No Receipt	610-06-51-00-0000-62-4481	11.55
12/14/2010	0	Suburban Ace Hardware-ACH	Sign Truck Supplies	100-03-20-21-0000-10-4241	42.28
12/14/2010	0	PTS Tool Supply-ACH	Tools	100-03-20-30-0000-10-4231	154.44
12/14/2010	0	Buy.com- ACH	Headset Battery	109-01-77-00-0000-11-4241	28.85
12/14/2010	0	Buy.com- ACH	Sales/Use Tax	109-00-00-00-0000-11-2091	-1.86
12/14/2010	0	Weissman's Design-ACH	Dance Shoes	200-04-40-41-0242-23-4241	91.69
12/14/2010	0	North Hgts Hardware Hank-ACH	Glass Cleaner	204-04-40-43-0000-23-4241	12.29
12/14/2010	0	North Hgts Hardware Hank-ACH	Cable Ties, Sledge Hammer	204-04-40-43-0000-23-4241	42.49
12/14/2010	0	North Hgts Hardware Hank-ACH	Batteries	204-04-40-43-0000-23-4241	15.83
12/14/2010	0	North Hgts Hardware Hank-ACH	Adhesive, Caulk	200-04-40-53-0000-23-4241	59.37
12/14/2010	0	North Hgts Hardware Hank-ACH	Shop Parts	204-04-40-43-0000-23-4241	7.20
12/14/2010	0	Batteries Plus-ACH	Batteries	610-06-51-00-0000-62-4531	24.58
12/14/2010	0	Batteries Plus-ACH	No Receipt	610-06-51-00-0000-62-4481	64.09
12/14/2010	0	Office Depot- ACH	Office Supplies	200-04-40-40-0000-23-4201	42.84
12/14/2010	0	Office Depot- ACH	Office Supplies	200-04-40-40-0000-23-4201	122.89
12/14/2010	0	Office Depot- ACH	Office Supplies	200-04-40-53-0000-23-4201	49.44
12/14/2010	0	Amazon.com- ACH	Sales/Use Tax	200-00-00-00-0000-23-2091	-4.87
12/14/2010	0	Amazon.com- ACH	Ballet Music	200-04-40-41-0242-23-4241	75.77
12/14/2010	0	Home Depot- ACH	Watermain Lining Supplies	610-06-51-00-8010-62-4531	21.99
12/14/2010	0	Home Depot- ACH	Concrete Pad Supplies	200-04-40-53-0000-23-4241	63.20
12/14/2010	0	Home Depot- ACH	Railing Post Concrete	200-04-40-53-0000-23-4241	22.85
12/14/2010	0	Cub Foods- ACH	Sprouts Snacks	200-04-40-42-0119-23-4241	6.79
12/14/2010	0	Best Buy- ACH	VHS Tapes	100-02-10-10-0000-10-4411	77.61
12/14/2010	0	Best Buy- ACH	Digital Camera for Fire Investigations	100-02-13-15-0000-10-4241	289.21
12/14/2010	0	Target- ACH	Food Items	100-02-10-12-0000-10-4241	32.73
12/14/2010	0	Rainbow Foods-ACH	New Fire Truck Arrival Ceremony Supplies	100-02-13-13-0000-10-4481	14.24
12/14/2010	0	Arrowwood Resort-ACH	MNGFOA Conference Lodging-Miller	100-01-04-00-0000-10-4401	339.87
12/14/2010	0	Harbor Freight Tools-ACH	No Receipt	610-06-51-00-0000-62-4481	24.61
12/14/2010	0	Network Solutions-ACH	Domain Name Reg-Vadnais Heights	111-01-83-00-0000-11-4531	539.70

Check D	Check Nu	Name	Description	Account	Amount
12/14/2010	0	Fed Ex Kinko's-ACH	Admin. Forfeiture Forms	100-02-10-11-0000-10-4240	149.98
12/14/2010	61089	STI/SPFA	Equipment Testing	100-01-23-00-0000-10-4390	10.00
12/16/2010	0	Advanced Graphix Inc	Seat Header Lettering, Reflective Flags	100-02-13-15-0000-10-4240	497.00
12/16/2010	0	Radel Jamie	County Filing Fee Reimbursement	585-10-88-00-0000-47-4300	46.00
12/16/2010	0	Radel Jamie	Mileage Reimbursement	260-10-56-56-0000-24-4320	11.00
12/16/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	48.39
12/16/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	76.01
12/16/2010	0	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4370	67.87
12/16/2010	0	City of St. Paul	Fire Dept Training	100-02-13-16-0000-10-4410	750.00
12/16/2010	0	City of St. Paul	Paper	100-01-08-00-0000-10-4240	1,326.92
12/16/2010	0	City of St. Paul	Sales/Use Tax	100-00-00-00-0000-10-2090	-85.36
12/16/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	425.92
12/16/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	70.24
12/16/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	14.31
12/16/2010	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	58.67
12/16/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	10.84
12/16/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	65.15
12/16/2010	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	51.68
12/16/2010	0	Grainger Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	36.80
12/16/2010	0	Grainger Inc	Lamp	200-04-40-53-0000-23-4240	37.30
12/16/2010	0	Grainger Inc	Lamps	200-04-40-53-0000-23-4240	33.35
12/16/2010	0	Grainger Inc	Batteries	200-04-40-53-0000-23-4240	9.30
12/16/2010	0	Grainger Inc	Cable Tie	200-04-40-53-0000-23-4240	43.31
12/16/2010	0	Grainger Inc	Cable Ties	200-04-40-53-0000-23-4240	91.63
12/16/2010	0	Grainger Inc	Hex Keys, Air Filters	200-04-40-53-0000-23-4240	71.75
12/16/2010	0	Grainger Inc	Actuator	200-04-40-53-0000-23-4240	112.84
12/16/2010	0	Grainger Inc	Batteries	200-04-40-53-0000-23-4240	47.13
12/16/2010	0	Grainger Inc	Lever	100-02-13-15-0000-10-4240	281.35
12/16/2010	0	ICMA Retirement Trust 457-300227	Payroll Deduction for 12/14 Payroll	100-00-00-00-0000-10-2110	4,696.03
12/16/2010	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	1,127.50
12/16/2010	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	852.50
12/16/2010	0	MN Teamsters #320	Payroll Deduction for 12/14 Union Dues	100-00-00-00-0000-10-2100	486.00
12/16/2010	0	Muska Electric Co	Electrical Permit Refund	260-02-00-00-0000-24-3210	28.00
12/16/2010	0	Roseville Area Schools	Copies	200-04-40-42-0119-23-4340	85.32
12/16/2010	0	Roseville Area Schools	Copies	200-04-40-42-0123-23-4340	490.32
12/16/2010	0	Quicksilver Express Courier	Courier Service	265-01-05-00-0000-25-4300	151.62
12/16/2010	0	Ziegler Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	137.80
12/16/2010	0	Xcel Energy	Motor Vehicle	265-01-05-00-0000-25-4360	497.66
12/16/2010	0	Xcel Energy	City Hall Building	100-01-23-00-0000-10-4360	6,448.31
12/16/2010	0	Xcel Energy	Garage/PW Building	100-01-23-00-0000-10-4360	4,251.10
12/16/2010	0	Xcel Energy	Nature Center	200-04-40-42-0119-23-4360	591.43
12/16/2010	0	Ryan Senden Pam	Dealer Gifts Reimbursement	265-01-05-00-0000-25-4240	118.68
12/16/2010	0	Star Tribune	Advertising-Oval	200-04-40-53-0000-23-4330	678.00
12/16/2010	0	Eagle Clan, Inc	Roll Towels, Toilet Tissue	100-01-23-00-0000-10-4240	443.05
12/16/2010	0	Newton Glen	Roseville Big Band Director-Nov 2010	221-04-40-45-0000-23-4300	225.00
12/16/2010	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	1,025.70
12/16/2010	0	Eureka Recycling	Curbside Recycling	650-09-65-00-0000-65-4300	33,994.04
12/16/2010	0	Ancom Communications	Swissphone, Pager	100-02-13-15-0000-10-4390	545.06
12/16/2010	0	Streicher's	Helmet Cover	100-02-13-15-0000-10-4240	29.98
12/16/2010	0	Bacon Eldona	Mileage Reimbursement	100-01-02-00-0000-10-4320	60.00
12/16/2010	0	M&I Marshall & Ilsley Bank	Safekeeping Charges	150-00-00-00-0000-00-3810	67.00
12/16/2010	0	Tokle Inspections, Inc.	Electrical Inspections-Nov 2010	260-02-56-17-0000-24-4300	11,536.80
12/16/2010	0	Metro Garage Door Co, Inc.	Emergency Service	100-02-13-15-0000-10-4390	841.73
12/16/2010	0	Pratt Tim	Mileage Reimbursement	100-01-02-00-0000-10-4320	368.00
12/16/2010	0	Curti Carolyn	Mileage Reimbursement	100-01-03-00-0000-10-4330	205.50

Check D	Check Nu	Name	Description	Account	Amount
12/16/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-211	990.00
12/16/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-211	540.00
12/16/2010	15	O'Reilly Automotive-ACH	Grease Gun	610-06-51-00-0000-62-424	16.06
12/16/2010	15	O'Reilly Automotive-ACH	Receipt Received	610-06-51-00-0000-62-448	-16.06
12/16/2010	61090	Ace Blacktop, Inc.	Meter Deposit	610-00-00-00-0000-62-230	1,100.00
12/16/2010	61090	Ace Blacktop, Inc.	Less Water Charges	610-06-00-00-0000-62-371	-30.80
12/16/2010	61090	Ace Blacktop, Inc.	Less Taxes	610-00-00-00-0000-62-209	-2.00
12/16/2010	61090	Ace Blacktop, Inc.	Less Meter Rental	610-06-00-00-0000-62-382	-40.00
12/16/2010	61091	AE Sign Systems, Inc.	Name Plates	110-01-09-00-0000-12-424	102.60
12/16/2010	61092	Allina Hospitals & Clinics	AHA Instructor Course	100-02-13-16-0000-10-441	240.00
12/16/2010	61093	Anderson Cindy	20 Year Recognition Watch Engraving	100-01-02-00-0000-10-448	75.00
12/16/2010	61094	Aspen Mills Inc.	Pathes	100-02-13-15-0000-10-422	9.08
12/16/2010	61094	Aspen Mills Inc.	Pants	100-02-13-15-0000-10-422	49.95
12/16/2010	61094	Aspen Mills Inc.	Patches,	100-02-13-15-0000-10-422	40.29
12/16/2010	61094	Aspen Mills Inc.	Shirts	100-02-13-15-0000-10-422	36.45
12/16/2010	61094	Aspen Mills Inc.	Jackets, Pants	100-02-13-15-0000-10-422	507.85
12/16/2010	61094	Aspen Mills Inc.	ER Bags	100-02-13-15-0000-10-422	195.99
12/16/2010	61094	Aspen Mills Inc.	Boots	100-02-13-15-0000-10-422	99.50
12/16/2010	61094	Aspen Mills Inc.	Jacket	100-02-13-15-0000-10-422	30.46
12/16/2010	61095	Astleford International Trucks	Motor	100-03-20-30-0000-10-423	41.95
12/16/2010	61096	Bald Eagle Builders	Construction Deposit Refund-796 Millwood	260-00-00-00-0000-24-230	780.00
12/16/2010	61097	BARCROFT DONALD	Refund Check	610-00-00-00-0000-00-202	75.00
12/16/2010	61098	Bean Madeline	Assistant Dance Instructor	200-04-40-41-0242-23-430	90.00
12/16/2010	61099	Boettcher Michelle	Basketball Scorekeeping	200-04-40-41-0202-23-430	160.00
12/16/2010	61100	Central Landscaping, Inc.	Hydrant Meter Refund	610-00-00-00-0000-62-230	1,100.00
12/16/2010	61100	Central Landscaping, Inc.	Less Meter Rental	610-06-00-00-0000-62-382	-40.00
12/16/2010	61101	Clarey's Safety Equipment Inc	Z105325PM45	100-02-13-15-0000-10-437	241.95
12/16/2010	61102	Commonwealth Land Title Insurance, Co	Pass Through of Grant Funds-Sienna Green	260-10-56-56-0407-24-430	121,261.50
12/16/2010	61103	Cool Air Mechanical, Inc.	Compressor, Motor Repair	200-04-40-53-0000-23-439	308.11
12/16/2010	61104	Dakota Supply Group	Water Meters	610-06-51-00-0000-62-453	2,661.25
12/16/2010	61104	Dakota Supply Group	Digital Remote Register	610-06-51-00-0000-62-453	616.35
12/16/2010	61104	Dakota Supply Group	Water Meters	610-06-51-00-0000-62-453	1,012.08
12/16/2010	61104	Dakota Supply Group	Water Meters	610-06-51-00-0000-62-453	914.01
12/16/2010	61104	Dakota Supply Group	Credit	610-06-51-00-0000-62-453	-329.76
12/16/2010	61105	Dex Media East LLC		200-04-40-53-0000-23-433	40.70
12/16/2010	61105	Dex Media East LLC	Yellow Pages Advertising	620-07-52-54-0000-63-433	40.70
12/16/2010	61106	Discover Bank	Case #: 62CV 09-11758	100-00-00-00-0000-10-211	281.16
12/16/2010	61107	Diversified Collection Services, Inc.		100-00-00-00-0000-10-211	210.24
12/16/2010	61108	Eagle Crest Senior Housing LLC	2nd Half TIF Payment 2010	576-10-88-00-0000-47-497	168,736.28
12/16/2010	61109	ERICKSON SHEILA	Refund Check	610-00-00-00-0000-00-202	24.24
12/16/2010	61110	Fragnito Tony	State Tournament Berth Reimbursement	200-04-40-41-0212-23-424	160.00
12/16/2010	61111	Friedrichs Joe	Test Fee Reimbursement	100-02-13-16-0000-10-441	75.00
12/16/2010	61112	H & L Mesabi	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-423	669.35
12/16/2010	61113	Hoyhtya Ryan	Basketball Scorekeeping	200-04-40-41-0202-23-430	160.00
12/16/2010	61114	Ice Skating Institute	Badges	200-04-40-53-5507-23-424	95.65
12/16/2010	61114	Ice Skating Institute	Sales/Use Tax	200-00-00-00-0000-23-209	-6.15
12/16/2010	61115	ICMA Retirement Trust 401-109956	Payroll Deduction for 12/14 Payroll	100-00-00-00-0000-10-211	350.28
12/16/2010	61116	Impressive Print	Ethics Cards	100-01-28-00-0000-10-430	165.66
12/16/2010	61117	ING ReliaStar	High Deductable Savings Acct-Oct 2010	100-00-00-00-0000-10-211	9,984.00
12/16/2010	61118	KNAPP STEPHEN & SUSAN	Refund Check	610-00-00-00-0000-00-202	411.52
12/16/2010	61119	Larson Companies	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-423	5.63
12/16/2010	61119	Larson Companies	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-423	92.72
12/16/2010	61119	Larson Companies	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-423	222.93
12/16/2010	61120	Leitner Co	Fischer Fn. Sand	620-07-52-52-0000-63-424	410.45
12/16/2010	61121	LELS	Payroll Deduction for Dec Payroll	100-00-00-00-0000-10-210	1,512.00

Check D	Check Nu	Name	Description	Account	Amount
12/16/2010	61122	Lets Play Hockey, Inc.	Advertising-Oval	200-04-40-53-0000-23-4331	708.96
12/16/2010	61123	Life Safety Systems	Annual Monitoring Charge-2011	100-01-23-00-0000-10-4391	347.34
12/16/2010	61124	Lillie Suburban Newspaper Inc	Noices, Ordinances	260-10-56-57-0000-24-4331	21.08
12/16/2010	61124	Lillie Suburban Newspaper Inc	Noices, Ordinances	200-04-40-40-0000-23-4331	13.70
12/16/2010	61124	Lillie Suburban Newspaper Inc	Noices, Ordinances	100-01-01-00-0000-10-4331	60.42
12/16/2010	61125	Metropolitan Council	Monthly Wastewater Flow	600-05-50-00-0000-61-4451	194,939.17
12/16/2010	61126	Mn Dept of Agriculture	Pesticide License-Dix	417-03-64-91-0000-42-4241	10.00
12/16/2010	61127	MN Dept of Labor and Industry	Building Permit Surcharges	260-00-00-00-0000-24-2071	2,186.54
12/16/2010	61127	MN Dept of Labor and Industry	Building Permit Surcharge-Retention	260-02-00-00-0000-24-3821	-43.73
12/16/2010	61128	Mn Fire Service Certification Board	State Certification-Fire Inspector I	100-02-13-16-0000-10-4411	25.00
12/16/2010	61129	Morton Salt, Inc.	Road Salt	100-03-20-21-0000-10-4241	12,862.62
12/16/2010	61130	NEALY CARA	Refund Check	610-00-00-00-0000-00-2021	138.86
12/16/2010	61131	NELSON DESIREE	Refund Check	610-00-00-00-0000-00-2021	32.44
12/16/2010	61132	Pakor, Inc.	Passport Printer	265-01-05-00-0000-25-4431	1,443.15
12/16/2010	61132	Pakor, Inc.	Sales/Use Tax	265-00-00-00-0000-25-2091	-92.83
12/16/2010	61133	Pipe Services Inc	Televise Sewer Mainline	600-05-50-00-0000-61-4301	42,845.16
12/16/2010	61134	Postmaster- Cashier Window #5	Newsletter Postage Acct #: 2437	110-01-09-00-0000-12-4341	2,500.00
12/16/2010	61135	Premier Bank	HSA	100-00-00-00-0000-10-2111	1,740.00
12/16/2010	61135	Premier Bank	HSA	100-00-00-00-0000-10-2111	3,692.31
12/16/2010	61136	Printers Service Inc	Ice Knife Sharpening	200-04-40-53-0000-23-4391	198.00
12/16/2010	61137	Q3 Contracting, Inc.	Signs, Barricades	610-06-51-00-0000-62-4381	778.67
12/16/2010	61138	Rick Johnson's Deer & Beaver Inc.	Deer Removal	204-04-40-43-0000-23-4391	200.00
12/16/2010	61139	Rossows Remodeling	Building Maintenance 2390 Cohansey	722-00-78-00-0000-87-4901	6,496.80
12/16/2010	61140	S & T Properties	Rental Registration Refund	260-02-00-00-0000-24-3211	25.00
12/16/2010	61141	SCHOLTEN JOHN	Refund Check	610-00-00-00-0000-00-2021	141.76
12/16/2010	61142	SCHULTZ RICHARD	Refund Check	610-00-00-00-0000-00-2021	101.41
12/16/2010	61143	SPRINGER NATHAN	Refund Check	610-00-00-00-0000-00-2021	25.19
12/16/2010	61144	Springsted	TIF District 19 Final Payment	587-10-88-00-0000-47-4301	7,625.50
12/16/2010	61145	Sprint	Cell Phones	100-02-13-15-0000-10-4391	65.99
12/16/2010	61146	St. Paul Regional Water Services	Water-Acct #: 0709535	610-06-51-00-0000-62-4441	283,365.39
12/16/2010	61147	Standard Insurance Company	Life Insurance Premium-Dec 2010	100-00-00-00-0000-10-2101	2,874.37
12/16/2010	61147	Standard Insurance Company	Life Insurance Premium-Dec 2010	100-00-00-00-0000-10-2101	1,384.29
12/16/2010	61147	Standard Insurance Company	Life Insurance Premium-Dec 2010	100-00-00-00-0000-10-2101	1,989.01
12/16/2010	61148	STEINMAN CHERYL	Refund Check	610-00-00-00-0000-00-2021	8.21
12/16/2010	61149	Steward, Zlimen & Jungers, LTD	Case #: 09-06243-0 William Norman	100-00-00-00-0000-10-2111	68.90
12/16/2010	61150	Stowell Sheila	Planning Commission Meeting Minutes	260-10-56-57-0000-24-4301	212.75
12/16/2010	61150	Stowell Sheila	Planning Commission Meeting Minutes	260-10-56-57-0000-24-4301	373.75
12/16/2010	61150	Stowell Sheila	Mileage Reimbursement	260-10-56-57-0000-24-4301	4.35
12/16/2010	61150	Stowell Sheila	Planning Commission Meeting Minutes	260-10-56-57-0000-24-4301	207.00
12/16/2010	61150	Stowell Sheila	Mileage Reimbursement	260-10-56-57-0000-24-4301	4.35
12/16/2010	61150	Stowell Sheila	Planning Commission Meeting Minutes	260-10-56-57-0000-24-4301	120.75
12/16/2010	61150	Stowell Sheila	Mileage Reimbursement	260-10-56-57-0000-24-4301	4.35
12/16/2010	61150	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4301	385.25
12/16/2010	61150	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4301	4.35
12/16/2010	61151	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4231	481.71
12/16/2010	61152	TURNER RICHARD	Refund Check	600-00-00-00-0000-00-2021	5.71
12/16/2010	61152	TURNER RICHARD	Refund Check	610-00-00-00-0000-00-2021	53.67
12/16/2010	61152	TURNER RICHARD	Refund Check	640-00-00-00-0000-00-2021	1.50
12/16/2010	61152	TURNER RICHARD	Refund Check	650-00-00-00-0000-00-2021	1.77
12/16/2010	61153	Twin Cities Transport & Recove	Towing	100-02-13-16-0000-10-4411	53.44
12/16/2010	61153	Twin Cities Transport & Recove	Towing	100-02-13-16-0000-10-4411	106.88
12/16/2010	61153	Twin Cities Transport & Recove	Towing	100-02-13-16-0000-10-4411	160.31
12/16/2010	61153	Twin Cities Transport & Recove	Towing	100-02-13-16-0000-10-4411	700.00
12/16/2010	61154	Twin City Filter Service, Inc.	Filters	200-04-40-53-0000-23-4241	108.33
12/16/2010	61155	Uniforms Unlimited, Inc.	Change Badge Panel	100-02-13-15-0000-10-4221	48.08

Check D	Check Nu	Name	Description	Account	Amount
12/16/2010	61155	Uniforms Unlimited, Inc.	Badge Panel Change, Badge Shield	100-02-13-15-0000-10-4221	131.46
12/16/2010	61156	Valley National Gases	Acetylene, Helium, Oxygen	100-03-20-30-0000-10-4231	51.03
12/16/2010	61157	Verizon Wireless	Cell Phones	100-02-13-15-0000-10-4391	431.84
12/16/2010	61158	WENTZEL HERMAN	Refund Check	610-00-00-00-0000-00-2021	9.83
12/17/2010	16	O'Reilly Automotive-ACH	Grease Gun	610-06-51-00-0000-62-4241	16.06
12/17/2010	16	O'Reilly Automotive-ACH	Receipt Received	610-06-51-00-0000-62-4481	-16.06
12/21/2010	0	Caribou Coffee- ACH	Morning Training Supplies	100-02-13-16-0000-10-4411	18.31
12/21/2010	0	Holiday Inn-ACH	Conference Lodging-Koepp	260-10-56-58-0000-24-4401	100.91
12/21/2010	0	Staples-ACH	Building Needs Committe Supplies	100-02-13-16-0000-10-4411	70.67
12/21/2010	0	White Canyon-ACH	Wipe Drive Pro 5 Upgrade	109-01-77-00-0000-11-4241	53.42
12/21/2010	0	White Canyon-ACH	Sales/Use Tax	109-00-00-00-0000-11-2091	-3.44
12/21/2010	0	PetSmart-ACH	Animal Care Supplies	200-04-40-42-0119-23-4241	7.49
12/21/2010	0	McMaster-Carr-ACH	No Receipt	610-06-51-00-0000-62-4481	48.95
12/21/2010	0	Dunn Bros Coffee-ACH	Coffee	100-02-10-11-0000-10-4411	16.07
12/21/2010	0	Buberl Recycling-ACH	Treated Wood Recycling	411-04-64-40-2003-42-4531	325.00
12/21/2010	0	Eden Prairie Tuition Office-ACH	CEU Class-Arneson	290-02-10-31-0000-10-4301	370.00
12/21/2010	0	Kaplan Professional Schools-ACH	Business Ethics Class	710-00-61-00-0000-73-4411	51.00
12/21/2010	0	O'Reilly Automotive-ACH	Vehicle Supplies	100-02-13-15-0000-10-4231	13.92
12/21/2010	0	4Imprint-ACH	Shirts	100-02-10-12-0000-10-4241	171.94
12/21/2010	0	Presenta Plaque-ACH	Plaques	200-04-40-41-0274-23-4241	354.69
12/21/2010	0	Presenta Plaque-ACH	Sales/Use Tax	200-00-00-00-0000-23-2091	-22.82
12/21/2010	0	Crucial.Com-ACH	Memory Upgrade	109-01-77-00-0000-11-4241	109.25
12/21/2010	0	S & T Office Products-ACH	Office Supplies	260-10-56-56-0000-24-4201	255.57
12/21/2010	0	S & T Office Products-ACH	Office Supplies	265-01-05-00-0000-25-4201	99.08
12/21/2010	0	S & T Office Products-ACH	Office Supplies	100-01-02-00-0000-10-4201	28.99
12/21/2010	0	S & T Office Products-ACH	Office Supplies	100-01-03-00-0000-10-4201	2.33
12/21/2010	0	S & T Office Products-ACH	Office Supplies	100-01-08-00-0000-10-4241	5.67
12/21/2010	0	Frattallones-ACH	Halloween, Candlelight Snowshoe Supplies	200-04-40-41-0246-23-4241	21.55
12/21/2010	0	Frattallones-ACH	Halloween, Candlelight Snowshoe Supplies	200-04-40-42-0123-23-4241	21.55
12/21/2010	0	7 Corners Ace-ACH	Tools for New Engine	100-02-13-15-0000-10-4231	267.93
12/21/2010	0	Exchange Catalog-ACH	SWAT Medical Supplies	100-02-13-15-0000-10-4241	135.71
12/21/2010	0	Exchange Catalog-ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-8.73
12/21/2010	0	Optics Planet-ACH	SWAT Medical Supplies	100-02-13-15-0000-10-4241	138.06
12/21/2010	0	Optics Planet-ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-8.88
12/21/2010	0	Spirit Halloween-ACH	Spook Supplies	200-04-40-42-0123-23-4241	20.33
12/21/2010	0	Wilson Cellular-ACH	Cellular Radio Repeater	111-01-83-00-0000-11-4531	1,417.40
12/21/2010	0	Wilson Cellular-ACH	Sales/Use Tax	111-00-00-00-0000-11-2091	-91.19
12/21/2010	0	Western Digital-ACH	Return Shipping Charges	109-01-77-00-0000-11-4241	12.24
12/21/2010	0	Tried and True Tools-ACH	No Receipt	610-06-51-00-0000-62-4481	9.65
12/21/2010	0	Central States-ACH	No Receipt	610-06-51-00-0000-62-4481	119.12
12/21/2010	0	John M Ellsworth Co-ACH	No Receipt	610-06-51-00-0000-62-4481	87.86
12/21/2010	0	Drop.io-ACH	Monthly Data Transfer Service	109-01-77-00-0000-11-4391	23.99
12/21/2010	0	Power/Mation-ACH	12V Output. 30W Power SU	610-06-51-00-0000-62-4241	94.27
12/21/2010	0	Intab-ACH	Voter Pens	100-01-03-00-0000-10-4201	75.91
12/21/2010	0	Intab-ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-4.88
12/21/2010	0	Fairmont Hotel-ACH	Conference Lodging	100-01-02-00-0000-10-4401	764.40
12/21/2010	0	Pats Muffler-ACH	Zamboni Welding	200-04-40-53-0000-23-4391	80.00
12/21/2010	0	Survey Monkey.com-ACH	Subscription	100-02-10-10-0000-10-4241	19.95
12/21/2010	0	Survey Monkey.com-ACH	Subscription	110-01-09-00-0000-12-4301	19.95
12/21/2010	0	Newegg.Com-ACH	Sales/Use Tax	109-00-00-00-0000-11-2091	-6.87
12/21/2010	0	Newegg.Com-ACH	Disk Drives	109-01-77-00-0000-11-4241	106.86
12/21/2010	0	Uniforms Unlimited-ACH	SWAT Medical Supplies	100-02-13-15-0000-10-4241	30.46
12/21/2010	0	Linder's Garden Ctr-ACH	Sod	200-04-40-53-0000-23-4241	12.88
12/21/2010	0	Roseville Bakery-ACH	Morning Training Session Supplies	100-02-13-16-0000-10-4411	8.50
12/21/2010	0	Papa John's-ACH	Pizza	100-02-10-11-0000-10-4411	342.47

Check D	Check Nu	Name	Description	Account	Amount
12/21/2010	0	Oakdale Rental-ACH	No Receipt	610-06-51-00-0000-62-4481	186.40
12/21/2010	0	Grainger-ACH	No Receipt	610-06-51-00-0000-62-4481	60.85
12/21/2010	0	L Com Global Connectivity-ACH	RVPD Antennas Return Shipping Charges	109-01-77-00-0000-11-4241	95.63
12/21/2010	0	L Com Global Connectivity-ACH	Sales/Use Tax	109-00-00-00-0000-11-2091	-6.15
12/21/2010	0	Menards-ACH	Muriatic Acid	200-04-40-53-0000-23-4241	18.14
12/21/2010	0	Menards-ACH	Strut	600-05-50-00-0000-61-4241	37.50
12/21/2010	0	Menards-ACH	Washers, Bolts, Hooks	204-04-40-43-0000-23-4241	155.52
12/21/2010	0	Menards-ACH	Steel Rake	640-08-54-00-0000-64-4241	66.63
12/21/2010	0	Suburban Ace Hardware-ACH	No Receipts	610-06-51-00-0000-62-4481	4.06
12/21/2010	0	Suburban Ace Hardware-ACH	No Receipts	610-06-51-00-0000-62-4481	82.42
12/21/2010	0	Suburban Ace Hardware-ACH	Fasteners	610-06-51-00-0000-62-4241	29.62
12/21/2010	0	Suburban Ace Hardware-ACH	Fin Nut	204-04-40-43-0000-23-4241	14.45
12/21/2010	0	Suburban Ace Hardware-ACH	Power Equipment Parts	100-03-20-30-0000-10-4231	231.29
12/21/2010	0	Suburban Ace Hardware-ACH	SWAT Medical Supplies	100-02-13-15-0000-10-4241	4.26
12/21/2010	0	Suburban Ace Hardware-ACH	Station Supplies	100-02-13-15-0000-10-4241	5.88
12/21/2010	0	Michaels-ACH	Frames	200-04-40-42-0110-23-4241	105.54
12/21/2010	0	North Hgts Hardware Hank-ACH	Door Spring	200-04-40-53-0000-23-4241	1.29
12/21/2010	0	North Hgts Hardware Hank-ACH	Antifreeze	204-04-40-43-0000-23-4241	21.79
12/21/2010	0	North Hgts Hardware Hank-ACH	Fasteners, Anchors, Nails	204-04-40-43-0000-23-4241	7.58
12/21/2010	0	North Hgts Hardware Hank-ACH	Quick Link	204-04-40-43-0000-23-4241	1.38
12/21/2010	0	North Hgts Hardware Hank-ACH	Pruning Sealer	204-04-40-43-0000-23-4241	16.90
12/21/2010	0	Viking Industrial Center-ACH	Safety Glasses, Gloves	204-04-40-43-0000-23-4241	162.26
12/21/2010	0	Northern Tool & Equip- ACH	No Receipt	610-06-51-00-0000-62-4481	26.39
12/21/2010	0	Batteries Plus-ACH	Council Control Room Batteries	109-01-77-00-0000-11-4241	80.86
12/21/2010	0	Amazon.com- ACH	Landscape Plants Manual	100-01-23-00-0000-10-4241	86.34
12/21/2010	0	Amazon.com- ACH	Sales/Use Tax	100-00-00-00-0000-10-2091	-5.55
12/21/2010	0	Walgreens-ACH	Spook Supplies	200-04-40-42-0123-23-4241	91.34
12/21/2010	0	Walgreens-ACH	High School Program Supplies	200-04-40-42-0119-23-4241	20.97
12/21/2010	0	Walgreens-ACH	Tissues	265-01-05-00-0000-25-4201	4.27
12/21/2010	0	Home Depot- ACH	Primer Spray	200-04-40-53-0000-23-4241	24.84
12/21/2010	0	Cub Foods- ACH	Water	100-02-10-11-0000-10-4411	18.05
12/21/2010	0	Countryside Restaurant-ACH	Gren Team Dinner	204-04-40-43-0000-23-4241	191.00
12/21/2010	0	Party City-ACH	Spook Supplies	200-04-40-42-0123-23-4241	18.24
12/21/2010	0	Rainbow Foods-ACH	Spook Supplies	200-04-40-42-0123-23-4241	66.20
12/21/2010	0	Rainbow Foods-ACH	Survival Skills, Fall for Fun Supplies	200-04-40-41-0244-23-4241	39.90
12/21/2010	0	Rainbow Foods-ACH	Survival Skills, Fall for Fun Supplies	200-04-40-42-0119-23-4241	41.73
12/21/2010	0	Rainbow Foods-ACH	Building Needs Committee Supplies	100-02-13-16-0000-10-4411	15.66
12/21/2010	0	Chanhassen Dinner-ACH	Adult Field Trip	200-04-40-41-0273-23-4301	1,880.00
12/21/2010	0	UPS Store-ACH	Return Disk Drives Shipping-No Receipt	109-01-77-00-0000-11-4241	10.51
12/21/2010	0	Axels-ACH	Lunch with License Center Managers	100-01-04-00-0000-10-4241	72.00
12/22/2010	0	Shaver Shaun	Mileage	109-01-77-00-0000-11-4311	10.00
12/22/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2111	188.00
12/22/2010	0	Yale Mechanical, LLC	Maintenance	100-01-23-00-0000-10-4391	263.79
12/22/2010	0	Yale Mechanical, LLC	Maintenance	100-01-23-00-0000-10-4391	267.00
12/22/2010	0	Metro Fire	SCBA Flow Test	100-02-13-15-0000-10-4371	3,917.50
12/22/2010	0	Metro Volleyball Officials	Volleyball Officials	200-04-40-41-0220-23-4301	660.00
12/22/2010	0	St. Paul Stamp Works, Inc.	Notary Stamp	265-01-05-00-0000-25-4201	35.86
12/22/2010	0	Gaughan Properties	Motor Vehicle Rent	265-01-05-00-0000-25-4381	4,452.00
12/22/2010	0	Xcel Energy	Water	610-06-51-00-0000-62-4361	4,122.20
12/22/2010	0	Xcel Energy	Street Lights	100-03-20-22-0000-10-4361	12,731.20
12/22/2010	0	Xcel Energy	Civil Defense	100-02-10-18-0000-10-4361	62.90
12/22/2010	0	Xcel Energy	Fire #1	100-02-13-13-0000-10-4361	13.17
12/22/2010	0	Xcel Energy	Golf	620-07-52-54-0000-63-4361	453.77
12/22/2010	0	Xcel Energy	Sewer	600-05-50-00-0000-61-4361	98.42
12/22/2010	0	Eagle Clan, Inc	Toilet Tissue	100-01-23-00-0000-10-4241	61.99

Check D	Check Nu	Name	Description	Account	Amount
12/22/2010	0	BKBM Engineers, Corp.	Applewood Pointe-Plan Review	260-02-56-17-0000-24-4300	2,242.50
12/22/2010	0	BKBM Engineers, Corp.	Applewood 10MG Water Tank Plan Review	260-02-56-17-0000-24-4300	975.00
12/22/2010	0	Kuch Daniel	Community Band Director-Oct-Dec 2010	200-04-40-42-0101-23-4300	500.00
12/22/2010	0	WSB & Associates, Inc.	Professional Services Twin Lakes	585-10-88-00-0917-47-4300	7,186.00
12/22/2010	0	Alternative Business Furniture, Inc.	Workstation Supplies	640-08-54-00-0000-64-4240	1,305.29
12/22/2010	0	Alternative Business Furniture, Inc.	Workstation Supplies	600-05-50-00-0000-61-4240	1,305.28
12/22/2010	0	Alternative Business Furniture, Inc.	Workstation Supplies	610-06-51-00-0000-62-4240	1,305.28
12/22/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	501.35
12/22/2010	0	Adam's Pest Control Inc	Quarterly Service	100-02-13-15-0000-10-4390	56.64
12/22/2010	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	563.98
12/22/2010	0		Flex Reimbursement	100-00-00-00-0000-10-2110	283.55
12/22/2010	0	Rubey Karen	Gift Cards for speaker appreciation	100-02-10-12-0000-10-4240	40.00
12/22/2010	61159	ARVIDSON G	Refund Check	610-00-00-00-0000-00-2020	6.61
12/22/2010	61159	ARVIDSON G	Refund Check	600-00-00-00-0000-00-2020	17.03
12/22/2010	61160	Aspen Mills Inc.	Pants	100-02-13-15-0000-10-4220	89.90
12/22/2010	61160	Aspen Mills Inc.	Boots	100-02-13-15-0000-10-4220	71.68
12/22/2010	61161	Batteries Plus, Inc.	Batteries	100-02-13-15-0000-10-4240	17.08
12/22/2010	61162	Bertelson Total Office Solutions	Towels, Cleaning Supplies	100-01-23-00-0000-10-4240	182.15
12/22/2010	61163	Brosnahan David	Mileage Reimbursement	100-02-13-16-0000-10-4410	32.75
12/22/2010	61164	Bruce the Bug Guy	Bug Zone Display at HANC	200-04-40-42-0123-23-4300	540.00
12/22/2010	61165		Dependent Care	100-00-00-00-0000-10-2110	221.14
12/22/2010	61166	City of Arden Hills City of	School's Out Camp	200-04-40-41-0244-23-4240	29.70
12/22/2010	61167	City of Shoreview	School's Out Camp	200-04-40-41-0244-23-4240	139.93
12/22/2010	61168	Curb Masters, Inc	Misc Concrete Panels remove and replacem	408-03-64-00-0000-42-4240	10,000.00
12/22/2010	61168	Curb Masters, Inc	Misc Concrete Panels remove and replacem	100-03-20-21-0000-10-4390	1,492.65
12/22/2010	61168	Curb Masters, Inc	Misc Concrete Panels remove and replacem	408-03-64-00-0000-42-4240	1,957.70
12/22/2010	61168	Curb Masters, Inc	Misc Concrete Panels remove and replacem	610-06-51-00-0000-62-4240	2,240.25
12/22/2010	61169	Donald Salverda & Associates	Advanced Effective Mgmt-Malinen	100-01-02-00-0000-10-4410	600.00
12/22/2010	61169	Donald Salverda & Associates	Effective Management Books	260-10-56-56-0000-24-4410	159.06
12/22/2010	61170	Eaton Sharon	Preschool Programs	200-04-40-42-0119-23-4300	244.00
12/22/2010	61170	Eaton Sharon	Preschool Programs	200-04-40-42-0119-23-4300	150.00
12/22/2010	61171		Flex Reimbursement	100-00-00-00-0000-10-2110	339.00
12/22/2010	61172	EMP	Blood Stopper, Nitrile Gloves	100-02-13-15-0000-10-4240	137.76
12/22/2010	61173	Fastsigns	Reflective Edge	100-02-13-15-0000-10-4240	5.34
12/22/2010	61174	Foth Infrastructure & Environmental, LLC	St. Croix Lift Station Feasibility Study	640-08-54-00-0000-64-4300	519.99
12/22/2010	61175	Hermann Ray	Osprey Book Purchase Reimbursement	200-04-40-42-0119-23-4240	17.95
12/22/2010	61176	Hewlett-Packard Company	Quadro NV	100-01-04-00-0000-10-4460	192.38
12/22/2010	61177	Hoffman Jean	Singles Supplies Reimbursement	226-04-40-26-0000-23-4240	63.36
12/22/2010	61178	IPMA-HR Minnesota	Membership Dues-2011	100-01-02-00-0000-10-4420	25.00
12/22/2010	61179	ISS Facility Services-Minneapolis, Inc.	Facilities Cleaning	100-01-23-00-0000-10-4300	4,090.88
12/22/2010	61179	ISS Facility Services-Minneapolis, Inc.	Facilities Cleaning	200-04-40-53-0000-23-4390	798.23
12/22/2010	61179	ISS Facility Services-Minneapolis, Inc.	Facilities Cleaning	100-01-23-00-0000-10-4300	399.11
12/22/2010	61179	ISS Facility Services-Minneapolis, Inc.	Facilities Cleaning	200-04-40-42-0119-23-4390	598.67
12/22/2010	61179	ISS Facility Services-Minneapolis, Inc.	Facilities Cleaning	265-01-05-00-0000-25-4300	498.89
12/22/2010	61180	K & H Electric, Inc.	Rice St Transformers to Sign Service	590-03-76-00-9011-48-4900	2,000.00
12/22/2010	61181	Kimley-Horn & Associates, Inc.	Engineering Services	590-03-75-00-9011-48-4900	4,868.05
12/22/2010	61182	KNOX DEE	Refund Check	610-00-00-00-0000-00-2020	3.59
12/22/2010	61183	Kohs Casey	Dance Instruction	200-04-40-41-0242-23-4300	80.50
12/22/2010	61184	League of MN Cities	Stormwater Coalition Contribution	640-08-54-00-0000-64-4300	1,125.00
12/22/2010	61185	Life Safety Systems	Annual Fire Alarm Inspection	200-04-40-42-0119-23-4300	293.91
12/22/2010	61186	Lillie Suburban Newspaper Inc	Craft Fair Advertising	200-04-40-42-0119-23-4330	82.50
12/22/2010	61187	MN Dept of Health-Well Mgmt Section	Well Management Permit	585-10-88-00-0000-47-4300	250.00
12/22/2010	61188	MN State Fire Chiefs Associati	Membership Dues-2011	100-02-13-13-0000-10-4420	385.00
12/22/2010	61189	Performance Plus, Inc.	Medical Exams, Fit Testing	100-02-13-15-0000-10-4300	495.00
12/22/2010	61189	Performance Plus, Inc.	Medical Exams, Fit Testing	100-02-13-15-0000-10-4300	190.00

Check D	Check Nu	Name	Description	Account	Amount
12/22/2010	61190	Pitney Bowes	Postage Machine Lease	409-01-88-00-0000-42-438	1,158.00
12/22/2010	61191	Qwest	Telephone	112-01-21-00-0000-11-4310	55.96
12/22/2010	61191	Qwest	Telephone	112-01-21-00-0000-11-4310	198.80
12/22/2010	61191	Qwest	Telephone	112-01-21-00-0000-11-4310	90.54
12/22/2010	61191	Qwest	Telephone	112-01-21-00-0000-11-4310	356.08
12/22/2010	61192	Ramsey County	Emergency Communications	100-02-13-15-0000-10-4390	313.60
12/22/2010	61193	Regents of the University of MN	Raptor Education Program	200-04-40-42-0123-23-4300	460.00
12/22/2010	61194	REMAX ASSOC. PLUS	Refund Check	610-00-00-00-0000-00-2020	38.01
12/22/2010	61195	Robbins Nancy	Craft Supplies for Craft Fair	200-04-40-42-0119-23-4240	41.56
12/22/2010	61196	ROSINSKI A.E. & PATRICIA	Refund Check	610-00-00-00-0000-00-2020	92.40
12/22/2010	61197	School Outfitters	Plastic Folding Tables	200-04-40-42-0119-23-4240	507.33
12/22/2010	61198	Staples Business Advantage, Inc.	Choice Drum	100-01-08-00-0000-10-4240	81.05
12/22/2010	61199	Stevie Ray Improv Troupe	Awards Luncheon	100-01-02-00-0000-10-4480	1,000.00
12/22/2010	61200	Stowell Sheila	Public Works Meeting	640-08-54-00-0000-64-4300	188.35
12/22/2010	61200	Stowell Sheila	Public Works Meeting	640-08-54-00-0000-64-4300	199.85
12/22/2010	61200	Stowell Sheila	Grass Lakes Water Mgmt	810-00-81-00-0000-82-4300	179.25
12/22/2010	61200	Stowell Sheila	Overpayment	723-00-00-00-0000-87-4300	-0.15
12/22/2010	61201	TONG BETTY PUCHING	Refund Check	610-00-00-00-0000-00-2020	30.75
12/22/2010	61202	XO Communications Inc.	Telephone	109-01-77-00-0000-11-4310	1,397.15
					2,376,755.24

REQUEST FOR COUNCIL ACTION

Date: 1/03/11
Item No.: 7 . b

Department Approval

Christopher K. Miller

Acting City Manager Approval

Christopher K. Miller

Item Description: Approval of 2011/2012 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

Solid Waste Hauler License

The Neighborhood Recycling Corp. dba Eureka Recycling
2828 Kennedy Street NE
Minneapolis, MN 55413

Twin City Refuse Recycling & Transfer Station
318 W Water Street
St Paul, MN 55107

Waste Management of Minnesota, Inc.
10050 Naples St. NE
Blaine, MN 55449

Recycling Hauler License

Twin City Refuse Recycling & Transfer Station
318 W Water Street
St Paul, MN 55107

Waste Management of Minnesota, Inc.
10050 Naples St. NE
Blaine, MN 55449

31

32

33 **POLICY OBJECTIVE**
34 Required by City Code

35 **FINANCIAL IMPACTS**
36 The correct fees were paid to the City at the time the application(s) were made.

37 **STAFF RECOMMENDATION**
38 Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements.
39 Staff recommends approval of the license(s).

40 **REQUESTED COUNCIL ACTION**
41 Motion to approve the business license application(s) as submitted.

42

43

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

44



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name The Neighborhood Recycling Corporation (dba Eureka Recycling)

Business Address 2828 Kennedy Street NE, Minneapolis, MN 55413

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

Business Phone (651) 222-7678

Contact Person Christopher Goodwin
(Business Matters)

Email Address christopher.g@eureka-recycling.org

Contact Person Carolyn Loper
(Operational Matters)

Email Address carolyn.l@eureka-recycling.org

Emergency Contact Information
Contact Name: Carolyn Loper

Cell Phone: 651-248-5500

Alternate Contact Information: 651-222-7678

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☒ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 1

(over)



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name Twin City Refuse Recycling & Transfer Station

Business Address 318 W Water St ST PAUL MN 55107
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 651 227-1549

Contact Person Gregory Gubash
(Business Matters)

Email Address _____

Contact Person Gregory Gubash
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: Gregory Gubash Sarah Gubash

Cell Phone: 651-734-8767 651 457-2327

Alternate Contact Information: James Karas 651-227-1549

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

- ☒ This is a Transfer Station we do not have any scheduled pick ups (See Attached)
- ☐ Residential (single family, duplex, triplex, fourplex)
- ☐ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)
- ☐ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 3

(over)



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc.

Business Address 10050 Naples St NE Blaine MN 55449
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 952-890-1100

Contact Person Forrest Sartell
(Business Matters)

Email Address www.wmnorthland.com

Contact Person Forrest Sartell
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: Forrest Sartell

Cell Phone: _____

Alternate Contact Information: _____

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☒ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 14

(over)



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name Twin City Refuse Recycling & Transfer Station

Business Address 318 W Water St St Paul Mn 55107

Business Phone 651 457 227 1549

Contact Person Gregory Gubash Email Address _____

Emergency Contact Information Gregory Gubash 651 227 1549 651-734-8767

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply): We do not have any sched pick-up
Transfer Station
☐ Residential ☐ Commercial ☐ Multifamily ☐ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 3

Name and address of companies or materials recovery facility where recyclables will be delivered:

<i>Newsprint*</i>	<i>Glass*</i>	<i>Cans/Plastic*</i>
<u>Do not Recycle</u>		
<u>RRT</u>	<u>RRT</u>	<u>Northern Metal Recycling</u>
<i>Office paper/Boxboard*</i>	<i>Corrugated Cardboard*</i>	<i>Other (please specify)</i>
<u>RRT</u>	<u>RRT</u>	<u>Batteries - Midwest Batteries</u>
		<u>Appliances A Plus</u>
		<u>Electronics CRT</u>

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

11-8-2010
Date

Gregory Gubash
Applicant's Signature

Manager
Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2011 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc.

Business Address 10050 Naples St NE Blaine MN 55449

Business Phone 952-890-1100

Contact Person Forrest Sartell Email Address _____

Emergency Contact Information Forrest Sartell

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

____ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 2

Name and address of companies or materials recovery facility where recyclables will be delivered:

Newsprint*

Glass*

Cans/Plastic*

* All recycling is hauled to - Waste Management - Twin Cities MRF

1800 Broadway St NE
Mpls MN

Office paper/Boxboard*

Corrugated Cardboard*

Other (please specify)

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

12-17-10

Date

Applicant's Signature

Sr. Dist. Manager
Title

REQUEST FOR COUNCIL ACTION

Date: 1/03/11
Item No.: 7.c

Department Approval

Chris K. Miller

Acting City Manager Approval

Chris K. Miller

Item Description: Designation of Official Bank Depositories for 2011

BACKGROUND

State Statute requires the City to designate official bank depositories for which city funds may be deposited and held for safekeeping.

The attached resolution lists those institutions that will be used for various banking services. The institutions are selected on a bid basis.

POLICY OBJECTIVE

The designation of official bank depositories is required under State Statute.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution.

REQUESTED COUNCIL ACTION

Adopt the attached resolution designating the official bank depositories for 2011.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution designating the official depositories for 2011

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 3rd day of January, 2011 at 6:00 p.m.

Member introduced the following resolution and moved its adoption:

RESOLUTION ON DESIGNATION OF DEPOSITORY

- US Bank
- Premier Bank
- M&I Bank

Whereupon said resolution was declared duly passed and adopted.

[illegible]

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 3rd day of January, 2011, with the original thereof on file in my office.

55 WITNESS MY HAND officially as said Manager and the corporate seal of the City this 3rd day of January,
56 2011.

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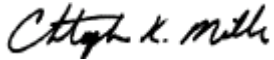
William J. Malinen
City Manager

(SEAL)

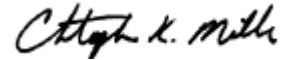
REQUEST FOR COUNCIL ACTION

Date: 1/03/11
Item No.: 7 . d

Department Approval



Acting City Manager Approval



Item Description: Designation of Official Bank Signatories for 2011

BACKGROUND

State Statute requires the City to designate officials with the authority to sign checks for payment of goods and services. This includes checks processed through the City's payroll and accounts payable systems.

Traditionally, the Mayor, City Manager, and Finance Director have been designated as authorized individuals.

POLICY OBJECTIVE

The designation of official bank signatories is required under State Statute.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff Recommends that Mayor Dan Roe, City Manager Bill Malinen, and Finance Director Chris Miller be designated as official signatories for 2011.

REQUESTED COUNCIL ACTION

Adopt the attached resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2011.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2011

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 3rd day of January, 2011 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION OF DESIGNATION OF BANK SIGNATORIES

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville that the following persons are designated official signatories for the City of Roseville for 2011:

- ❖ Daniel J. Roe, Mayor
- ❖ William J. Malinen, City Manager
- ❖ Christopher K. Miller, Finance Director

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 3rd day of January, 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 3rd day of January, 2011.

William J. Malinen
City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 1/03/11
Item No.: 7.e

Department Approval

Chris Miller

Acting City Manager Approval

Chris Miller

Item Description: Consider Not Waiving Statutory Liability Limits

BACKGROUND

Minnesota Statute 466.04 states that liability of any municipality on any one claimant shall not exceed \$500,000 when the claim is for death, wrongful act, or omission; and shall not pay more than \$1,500,000 for claims arising out of a single occurrence.

State Statute provides municipalities the opportunity to waive the individual statutory limit. By waiving the statutory limit, there is no limit on the settlement a claimant(s) may receive. The City's Liability Insurance provider requires a formal action by the City Council designating their intentions.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Waiving the Statutory limits would create greater risk and carry the potential for higher insurance payouts on claims brought against the City.

STAFF RECOMMENDATION

Staff recommends the Council NOT waive the Statutory Liability Limits.

REQUESTED COUNCIL ACTION

Motion to NOT waive the Statutory Liability Limits.

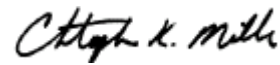
Prepared by: Chris Miller, Finance Director
Attachments: A: N/A

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 3, 2011
Item No.: 7. f

Department Approval

Acting City Manager Approval



Item Description: Designate 2010 Legal Newspaper

BACKGROUND

Minnesota statutes require cities annually to designate a legal newspaper for publication of ordinances and other notices. Cities are not required to seek bids each year, so staff requested quotes from the newspapers for 2011 and 2012. Although the City may not designate a newspaper for more than one calendar year, we requested the information for two years to reduce staff work and to allow the City to project costs.

The City requested information from the Pioneer Press, Roseville Review and Star Tribune. The Star Tribune did not return the request for Legal Newspaper Information.

Newspaper	Roseville Review	Pioneer Press
Cost of Sample Notices	\$ 126.00	\$512.00
Distribution in Roseville	9,359	5,709
Percent Circulation - Roseville	67.23%	23.9%
Publication Frequency	Weekly	Daily
Lead Time to Submit Legal	3 days	2-3 days
Method for Ad Proof	Fax	Mail, Fax, Email
Method Affidavit of Publication	Mail	Mail, Fax
Access to Archived Affidavits	No	yes

FINANCIAL IMPLICATIONS

The 2011 budget includes funds for legal notices. In 2010 the City spent approximately \$1,700 in Legal Notices.

REQUESTED COUNCIL ACTION

Motion designating the lowest bidder, the Roseville Review, as the legal newspaper for the City of Roseville for 2011.

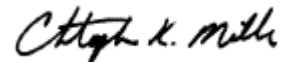
Prepared by: William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: 1-3-11
Item No.: 7.g

Department Approval

Acting City Manager Approval



Item Description: Authorizations to Seek Donations for Various City Functions and Events

BACKGROUND

The City Council established a policy in February of 1997 requiring Council approval of formal written request for donations to the City. The City has annually requested support from community groups and businesses for several city functions and special events. A typical letter of request is attached. The activities that the authorization is requested to seek donations for include:

Fire Department

Annual Firefighter Recognition Event

Parks and Recreation

Volunteer Recognition Banquet – March
Earth Day –April
Spring Celebration – March-April
Summer Concert Series-- May-August
Community Art Program –March –August
Puppet Wagon – June- August
Rosefest – June-July
Discover Your Parks – June – August
July 4th Party in the Park – July
Battle of the Bands – July
Mosquito Festival – July-August
Movies in the Park – July-August
Halloween Event -- October
New Year's Eve Event- December

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators

Citizen Academy
Police Explorers- training and supplies
Safety Brochures and Information
K9 Unit

Roseville Housing and Redevelopment Authority
Living Smarter Home and Garden Fair

POLICY OBJECTIVE

The following is the City of Roseville's policy regarding the solicitation of donations. To avoid conflict of interest or appearance of impropriety, the solicitation of donations by City staff is not permitted except by authorization of the City Council. The Council approves all the donations received.

FINANCIAL IMPACTS

Approved donations for these events may result in a budget reduction.

STAFF RECOMMENDATION

Staff recommends the authorization as per City policy for the requesting of donations for the following special events:

Fire Department

Annual Firefighter Recognition Event

Parks and Recreation

Volunteer Recognition Banquet – March
Earth Day –April
Spring Celebration – March-April
Summer Concert Series-- May-August
Community Art Program –March -August
Rosefest -- June-July
Puppet Wagon – June- August
Discover Your Parks – June – August
July 4th Party in the Park – July
Battle of the Bands – July
Mosquito Festival – July-August
Movies in the Park – July-August
Halloween Event -- October
New Year's Eve Event- December

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators
Citizen Academy
Police Explorers- training and supplies

Safety Brochures and Information
K9 Unit

Roseville Housing and Redevelopment Authority
Living Smarter Home and Garden Fair

REQUESTED COUNCIL ACTION

Motion authorizing the City Manager or his designee to send letters requesting support for:

Fire Department

Annual Firefighter Recognition Event

Parks and Recreation

Volunteer Recognition Banquet – March
Earth Day –April
Spring Celebration – March-April
Summer Concert Series-- May-August
Community Art Program –March -August
Rosefest -- June-July
Puppet Wagon – June- August
Discover Your Parks- June – August
July 4th Party in the Park – July
Battle of the Bands – July
Mosquito Festival – July-August
Movies in the Park – July-August
Halloween Event -- October
New Year's Eve Event- December

Police Department

Shop with a Cop program
Night to Unite
Family Night Out
Reserve Officer Recognition Dinner
Citizen Park Patrol supplies
Heart Defibrillators
Citizen Academy
Police Explorers- training and supplies
Safety Brochures and Information
K9 Unit

Roseville Housing and Redevelopment Authority
Living Smarter Home and Garden Fair

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments: A: Sample Letter

September 26, 2010

Dear Friends of Roseville's Parks and Recreation:

On Saturday, October 24, the Roseville Parks and Recreation Department is holding its annual Halloween Spook-tacular at the Harriet Alexander Nature Center. This fun event features a Haunted Hayride, a bonfire, Halloween games and activities, live nighttime animals, free refreshments, treat bags, and much more! It is the kind of evening families look forward to attending each year.

The true success of the Halloween Spook-tacular depends upon the generous contributions of Roseville area businesses like yours. We ask you to consider providing a financial donation, gift certificate, or the gift of a product to be used for our Halloween Spook-tacular event. Your contributions help to make this event a fun-filled celebration as well as a valuable learning experience for children and their families.

Contributing businesses will be gratefully acknowledged during this Halloween celebration. Checks can be made payable to the City of Roseville - Halloween Celebration and returned in the enclosed postage paid envelope. Please call Debbie Cash at 651-792-7163 with any questions or for the pick up of a donated product.

Thank you very much for your generous consideration.

Sincerely,

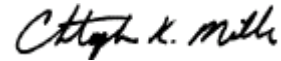
William J. Malinen
Roseville City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-3-11
Item No.: 7 . h

Department Approval

Acting City Manager Approval



Item Description: Annual City Sign Permits for 2011

BACKGROUND

The City Council annually approves sign permits for City events held throughout the year by multiple City Departments. The City Code, Signage Section 1009.003A2 states “City and Public Signs: Except for traffic-related signage, all permanent city, school or other governmental unit signage including flags must be approved by the City Council.”

For 2011 the Departments prepared the attached list of signage requirements for the entire year, recognizing that some events may change dates or times slightly.

The signs and displays must adhere to setback provisions, except for directional signage, which may be at the property line.

STAFF RECOMMENDATION

Staff recommends the Council approve the 2011 sign permit for City uses and promotions as listed in the attached summary.

REQUESTED COUNCIL ACTION

By motion, approve the 2011 sign permit for City uses and promotions as listed in the 2011 Sign Summary, dated 01/3/11.

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Attachments: A: Listing of Temporary Signage

20 Annual City Temporary Signage 1-3-2011
21

EVENT/ACTIVITY	SIGN DESCRIPTION	LOCATION	TIMING
PR - Rink Attendants Wanted	4 x 4 two-sided display	at 6 warming house locations	as needed November / Dec
PR - Golf Course Specials	4 x 8 signs on plywood	- attached to clubhouse and I.D. sign - attached to fence along Hwy 36	April - October
PR - Skating Center Events	4 x 8 signs on plywood - Directional Signage	- Various "Roseville Glows" Program	- December- New Years Eve - Major state/national / international events as scheduled - FOF Matching Campaign - Jan through February winter Fests
PR - Discover Your Parks Series	4 x 8 signs on plywood	in front of each scheduled park	Various locations, up to 30, April - September
PR - Community Halloween Party	4 x 8 sign on plywood - directional signage	HANC CP Dale Street Arboretum area	October
PR - Earth Day	4 x 8 sign - Directional signage	HANC	April
PR - Garden Tour & Holiday Rose Tour	directional signage	Depending on which homes are selected	- July - November
PR - Passport to Play/Discover Your Parks	4 x 8 sign on plywood	in front of each programmed park	May - August
PR - Summer Staff Recruitment	4 x 8 sign on plywood	rotated among parks system-wide	March - May
PR - Summer Theatre Performance	directional signage	In front and near event venue	May - August
PR - Rosefest events including Parade, Run/Roll for the Roses, Tour de Roses	Traffic information signs	Along and near route	June/July
PR - Holiday Craft Fair/Boutique	4 x 8 signs on plywood - directional signage	- HANC - Civic Center and C and Woodhill, entrance to Skating Center - Numerous locations throughout City	periodically October - December
PR - Art Series/Art and Craft Show	directional signage	- HANC - Civic Center and C and Woodhill, entrance to Skating Center - Numerous locations throughout City	Periodically March - November
PR - Wild Rice Festival	4 x 8 signs on plywood - directional signage	- HANC - Numerous locations throughout City	September-October
PR - Summer Special Events at Amphitheatre	directional Signage	Central Park Lexington and Amphitheatre area	May - August
CD - Living Smarter Fair	directional signage	North and Southbound Fairview Ave. and Cleveland Ave., in addition running West and East along Hwy 36 Service Road and East and Westbound Cty Rd B and Cty Rd B2	February 19, 2011
PD - Recruiting Police Reserves	5 x 5 two-sided display	in front of City Hall	as needed

FD - Recruiting Fire Fighters	• 5 x 5 two-sided display	in front of each station	• as needed
FD - Fire Dept. Booya	• 4 x 8 signs on plywood	in front of each station	• September/October
FD - Fire Dept. Open Houses	• Approximately 4x8 ft. sign on plywood on side of City Vehicle • 4x4 two-sided display	located on Fire Dept. property	• anticipated Summer/Fall
FD – Blood Pressure Clinic	• 7'x4' aluminum sign announcing upcoming clinics	Roseville Fire Station 3	• year round
PW - Roseville Visitors Association “Welcome to Roseville Signs”	• 1 x 3 signs	County Road B2 Larpenteur Avenue	• year round

REQUEST FOR CITY COUNCIL ACTION

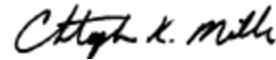
DATE: 01-03-2011

ITEM NO: 7.1

Department Approval:

Acting City Manager Approval:

PT/DM



Item Description: **Electrical Inspection Service Renewal 2011**

1.0 BACKGROUND:

- 1.1 Attached is an annual service agreement used with the City's electrical inspection contractor. Seven cities [Roseville, Arden Hills, Little Canada, North Oaks, North St. Paul, Shoreview and Brooklyn Center] contract with Tokle Inspections, Inc. and have a similar contract for services.
- 1.2 The proposed service contract with Tokle Inspections, Inc. and owner Peter Tokle includes a requirement that the contractor maintains his insurance schedule, provides an annual report and carries an electrician's license.
- 1.3 There are no changes in the permit fee schedule for 2011. The fee structure is applicable in all seven cities. The City passes the costs of doing business on to the electrical contractor as part of the electrical permit charge. The City retains 20% of the electrical permit fee, passing the remaining 80% on to Tokle Inspections, Inc.
- 1.4 The Council annually considers this service contract and accepts any comments from the applicant or interested persons.

2.0 STAFF COMMENT:

- 2.0 Staff has reviewed the alternatives, particularly jointly hiring a contractor or adding another inspector to handle both electrical and some building inspection activities. While this may pay for itself, there is no guarantee that building levels will be as high as previous years. The staff recommends that this alternative is premature. This alternative should be evaluated annually as the service contract comes up for review.

3.0 STAFF RECOMMENDATION:

- 3.1 Staff recommends approval of the 2011 one-year service agreement with Tokle Inspections, Inc. (which includes the 2011 Electrical Permit Fee Schedule) and for the agreement to be reviewed annually.

50
51 **4.0 SUGGESTED COUNCIL ACTION:**
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- 53 4.1 By motion approve the 2011 Service Agreement with Togle Inspections, Inc and
54 authorize the Mayor and City Manager to sign the agreement, after review by the
55 City Attorney.
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62 Attachments: A- Proposed Consultant Services Contract
63 B - 2011 Permit Fee Schedule
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**CITY OF ROSEVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
CONSULTANT SERVICES AGREEMENT**

THIS IS AN AGREEMENT entered into the 1st day of January, 2011 by and between the City of Roseville, Minnesota, hereinafter referred to as the City, and Tokle Inspections Incorporated, a corporation organized and existing under the laws of the State of Minnesota, hereinafter referred to as the Consultant.

WITNESSETH:

WHEREAS, the City desires to hire the Consultant to render certain technical and professional assistance in connection with such undertakings of the City in regard to City electrical and other construction within the corporate limits; said services are:

1. Electrical inspection services based on Minnesota State Building Code; and
2. Other inspection services as needed.

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

1. Scope of Service. The Consultant shall perform all the necessary professional services provided under this agreement as follows:
 - a. Review electrical plans for sites and building plans;
 - b. Provide all required on-site inspection services in relation to each permit;
 - c. Retain all pertinent records and copies of permits and correspondence related to each permit and make them available to the City upon request;
 - d. Have open office hours each business day during which the property owners and staff may work with the inspectors;
 - e. Coordinate work (as necessary) with inspection work of the City through the Building Permits Coordinator.
 - f. Provide an annual report summarizing permit activity.
2. Term. The inspection agreement shall be effective upon the approval date of the City Council and continue through the last day of the calendar year or until terminated by either party upon a 30-day written notice thereof, whichever is less.
3. Compensation. The fees for the Consultant services shall be based on eighty percent (80%) of the permit fees as shown in Exhibit A (attached) within 30 days following receipt of a monthly invoice for services performed.

- 47
48 4. Insurance. The consultant shall secure and maintain the following
49 minimum insurance:
50
51 a. Worker's compensation insurance as required by Minnesota law;
52 b. General and Professional Liability Insurance in the amount of at least
53 \$500,000 each negligent act, error or omission and \$1,000,000
54 aggregate each insured;
55 c. The insured's policy shall not be cancelled until after 30 days written
56 notice to the City of the insured's intention to cancel this insurance.
57

58 The consultant shall deposit with the City certificates evidencing that the
59 above insurance is in effect and maintained.
60

- 61 5. Indemnification. The parties shall indemnify and hold harmless each
62 other and their officials, agents and employees from any loss, claim,
63 liability and expense (including reasonable attorney's fees and expenses of
64 litigation) arising out of any action of the respective parties in the
65 performance of the service of this contract.
66

- 67 6. Assignment. This agreement, being intended to secure licensed electrical
68 inspection services from employees of the consultant, shall not be
69 assigned, sublet or transferred without the written consent of the City.
70

- 71 7. Additional Work or Studies. The City Community Development Director
72 may request additional service (not to exceed \$1,000) at the same
73 compensation rate shown in the Electrical Permit Fee schedule.
74

75 Work on services or reviews (not to exceed \$1,000) not related to projects
76 mentioned in Article 1 may also be requested by the Community
77 Development Director at the same compensation rate, provided the cost of
78 such review is covered by project application fees or is itemized in the
79 City Community Development Department approved budget.
80

81 Additional work on services or reviews, which exceed \$1,000, must be
82 submitted to the City Manager for approval prior to commencement of
83 work.
84

- 85 8. Conflict of Interest. The consultant agrees to immediately alert the city
86 Community Development Director of possible contractual conflicts of
87 interest in representing the city, as well as property owners or developers
88 on the same project. Conflicts of interest may be grounds for termination
89 of this Agreement as per Article 2.
90
91

This AGREEMENT was adopted by the City Council of the City of Roseville,
Minnesota, on this 3rd day of January, 2011.

Attest:

CITY OF ROSEVILLE

Daniel J. Roe, Mayor

William J. Malinen, City Manager

This AGREEMENT was accepted by _____
on the ____ day of _____ 2011.

TOKLE INSPECTIONS, INC.

Peter Tokle, President

2011 Electrical Permit Fees



- A. Minimum fee for each separate inspection of: an installation, replacement, alteration or repair: \$35.00
- B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services (shall be computed separately):

Description	Amount	
0 to 300 amp	\$50.00	
301 to 400 amp	58.00	
401 to 500 amp	72.00	
501 to 600 amp	86.00	
601 to 800 amp	114.00	
801 to 1,000 amp	142.00	
1,001 to 1,100 amp	156.00	
1,101 to 1,200 amp	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). Includes circuits fed from sub-feeders and includes the equipment served, except as provided for in (D) through (K):

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

City of Roseville 2011 Fee Schedule

- 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 is charged per unit as separate single-family dwellings.
- F.** The maximum number of 0 to 30 ampere circuits to be paid on any one athletic field lighting standard is 10.
- G.** In addition to the above fees:
- A charge of \$4.00 will be made for each street lighting standard.
 - 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 \$.75 per device.
- 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.

City of Roseville 2011 Fee Schedule

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

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

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Item No: 7.j

Acting City Manager Approval:

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OFFICE OF THE MAYOR

Memo

To: William J. Malinen, City Manager
Patrick Trudgeon, Community Development Director
Don Munson, Codes Coordinator

Re: Designation of Assistant Weed Inspector for 2011

Date: January 3, 2011

Under Minnesota Statute Section 18.80, the Mayor is designated to be the City Weed Inspector. The statute allows the appointment of "assistants" to perform the statutory weed duties of the Mayor. Annually in the first week of the new year, the Mayor appoints the assistant(s).

I, Mayor Dan Roe, do hereby designate the City of Roseville Community Development Department Codes Coordinator as the duly authorized and designated Assistant Weed Inspector for the City of Roseville, pursuant to Minn. Statute 18.80, for the calendar year 2011.

Dan Roe, Mayor
City of Roseville

REQUEST FOR COUNCIL ACTION

Date: January 3, 2011
Item No.: 12 . a

Department Approval

Acting City Manager Approval

Cheryl K. Miller

Item Description: Appoint Acting Mayor for 2011

BACKGROUND

Minnesota State Statute 412.121, Acting Mayor, requires cities to annually designate an Acting Mayor among Council members. The acting mayor shall perform the duties of the mayor during the disability or absence of the mayor, or in the case of a vacancy, until a successor has been appointed.

REQUESTED COUNCIL ACTION

Motion designating the 2011 Acting Mayor

Prepared by: William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: January 3, 2011

Item No.: 12.b

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Citizen Advisory Commission Reappointments

BACKGROUND

The City has six standing advisory commissions. Commissions advise the Council on specific actions and offer citizen input on issues of importance.

Annually the City Council requests interviews, appoints and re-appoints Commissioners and/or declares vacancies on the standing Commissions. At the December 6, 2010, Council confirmed the reappointment process. They agreed that at the January 3 organizational meeting, the Council will determine whether they want to reappoint the commissioners who are reapplying or invite them to be interviewed before the January 10 regular Council meeting. Commissioners would be appointed to terms that begin April 1 and run through March 31, 2014.

Two commissioners, James DeBenedet and Jan Vanderwall, have expressed interest in reapplying for the Public Works, Environment and Transportation Commission. Their applications are attached.

REQUESTED COUNCIL ACTION

Reappointment and/or determine which commissioners the Council wants to interview on January 10 before the regular Council meeting.

Prepared by: Bill Malinen, City Manager
Attachments: A: Commissioner applications

-----Original Message-----

From: support@civicplus.com [mailto:support@civicplus.com]

Sent: Wednesday, December 15, 2010 11:14 AM

To: Carolyn Curti; Margaret Driscoll

Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Public Works, Environment and Transportation Commission

If other, please list name:

This application is for:: Reappointment

If this is a student application, please list your grade:

Name:: James DeBenedet

Address:: 808 Millwood Ave.

City, State, Zip: Roseville, MN 55113

Phone Number:: 651-483-1006

Email address:: jdebenedet@msn.com

How many years have you lived in Roseville?: 34

Work Experience (especially as it relates to the Commission/Board for which you are applying): 40 years experience working as a consulting civil engineer, mostly in the field of municipal engineering, land development and stormwater management.

Education:: Bachelor's degree in civil engineering, University of Minnesota, 1970.

Master's Degree in Infrastructure Systems Engineering to be awarded in December, 2010

Civic and Volunteer Activities (Past and Present):: Public Works Commission
2030 Comprehensive Plan Steering Committee
Rice Street Technical Advisory Committee
Roseville Planning Commission, eight years, about 1984 - 1992
Roseville Non-Motorized Pathway Committee, about 1983

Please state your reasons for wanting to serve on the Commission/Board::
Opportunity to serve my community

What is your view of the role of this Commission/ Board?: To provide advice to council and staff regarding public works issues

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

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Home Phone Number

Home Phone : 651-483-1006

Work Phone :

Cell Phone:

Preferred Email Address:

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

Additional Information:

Form submitted on: 12/15/2010 11:13:35 AM

Submitted from IP Address: [REDACTED]

Referrer Page:

<http://sn143w.snt143.mail.live.com/mail/InboxLight.aspx?n=1838362960>

Form Address: <http://www.cityofroseville.com/forms.aspx?FID=237>

-----Original Message-----

From: support@civicplus.com [mailto:support@civicplus.com]

Sent: Friday, December 10, 2010 2:03 PM

To: Carolyn Curti; Margaret Driscoll

Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: **Public Works, Environment and Transportation Commission**

If other, please list name:

This application is for:: Reappointment

If this is a student application, please list your grade:

Name:: **Jan Vanderwall**

Address:: 395 County Road C W

City, State, Zip: Roseville, MN 55113

Phone Number:: 6514846355

Email address:: jan@vanderwallconsulting.com

How many years have you lived in Roseville?: 14

Work Experience (especially as it relates to the Commission/Board for which you are applying): 35 years at Roseville Area Schools in various roles Transportation Director, Wellness Coordinator, Technology Coordinator

Education:: BS Business Administration, University of Minnesota

Civic and Volunteer Activities (Past and Present):: PWET Commission current member, volunteer Run for the Roses for many years, Pathway Committee for many years,

Please state your reasons for wanting to serve on the Commission/Board:: I have enjoyed my time on the commission. I believe I have some information to contribute regarding transportation and school district needs and assets.

What is your view of the role of this Commission/ Board?: This is a body that digs a little deeper into the infrastructure of the community, those areas not so visible, as well as working on developing sound practices and procedures for our public works department as they work to keep our community assets functioning. This body also is forward thinking on how to provide for the future in the areas of water quality, infrastructure, roadways, and recycling.

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

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Work Phone Number

Home Phone : 651-484-6355

Work Phone : 651-635-1609

Cell Phone: 651-303-9269

Preferred Email Address: jan.vanderwall@isd623.org

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

Additional Information:

Form submitted on: 12/10/2010 2:03:26 PM

Submitted from IP Address: [REDACTED]

Referrer Page: No referrer - Direct link

Form Address: <http://www.cityofroseville.com/forms.aspx?FID=237>

REQUEST FOR COUNCIL ACTION

Date: January 3, 2011
Item No.: 12 . C

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Youth Representative and Alternate on Human Rights Commission

BACKGROUND

Over the years, the City Council has appointed a non-voting youth representative to serve a one-year term that coincides with the school year to the Human Rights Commission (HRC). The youth representative position had been vacant for several years until October 2010 when the Council appointed Seth Josephson to the Commission.

Based on several commissioners' experiences working with youth, they find that youths are more likely to be active participants on boards, committees or commissions if more than one youth is involved. Therefore, the HRC decided to seek an additional youth commissioner.

The City Code does not limit the number of youth representatives on the HRC.

The HRC placed an article in the Roseville Review and contacted area schools about the vacancy. The Commission received four applications.

The Human Rights Visions of Success subcommittee interviewed the candidates and at the November meeting, the HRC passed a motion recommending the Council appoint Anthony Barrett to the Commission for a term that expires on July 31, 2011.

Further, the Commission recognized the depth of talent among the applicants, and they recognized how busy youths are in school and extra-curricular activities. They passed a motion recommending the Council establish an alternate youth commission position. The youth would be invited to attend meetings and fill in if one of the youth commissioners is not able to attend.

The HRC passed a motion recommending the Council appoint Marie Siliciano to serve as an alternate youth commissioner for a term that expires on July 31, 2011.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Appoint Anthony Barrett to serve as a youth commissioner on the Human Rights Commission for a term that expires July 31, 2011.

Establish an alternate youth commission position.

27 Appoint Marie Siliciano to serve as an alternative youth commissioner on the Human Rights
28 Commission for a term that expires July 31, 2011.

29 **REQUESTED COUNCIL ACTION**

30 Appoint Anthony Barrett to serve as a youth commissioner on the Human Rights Commission
31 for a term that expires July 31, 2011.

32 Establish an alternate youth commission position.

33 Appoint Marie Siliciano to serve as an alternative youth commissioner on the Human Rights
34 Commission for a term that expires July 31, 2011.

35

Prepared by: Carolyn Curti, Communications Specialist
Attachments: A: Applications

-----Original Message-----

From: support@civicplus.com [mailto:support@civicplus.com]

Sent: Tuesday, November 09, 2010 8:28 PM

To: Carolyn Curti; Margaret Driscoll

Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

This application is for:: Student Term

If this is a student application, please list your grade: 12

Name:: Anthony Barrett

Address:: [REDACTED]

City, State, Zip: Roseville, MN 55113

Phone Number:: [REDACTED]

Email address:: [REDACTED]

How many years have you lived in Roseville?: 17

Work Experience (especially as it relates to the Commission/Board for which you are applying):

Education:: St. Rose K-8
Roseville Area High School (graduating 2011)

Civic and Volunteer Activities (Past and Present):: Boy Scouts
National Honor Society at Roseville HS
Confirmation Teen Mentor at Corpus Christi Church
Sunday School Teacher at Corpus Christi Church
Link Leader (freshman orientation) at Roseville HS

Please state your reasons for wanting to serve on the Commission/Board:: Being a team captain and a freshman orientation leader, I have seen lots of kids being discriminated against at the high school based on race, sexual orientation, and physical appearance. I always go out of my way to stand up for these kids, but I have wished there was a better way to help out. By being a youth Human Rights Commissioner, I would be able to reach out to and represent students at my school and in my community.

What is your view of the role of this Commission/ Board?: Since middle school and high school are such defining periods for individuals' futures, it is critical that students feel safe and comfortable at school. A youth Human Rights Commissioner should serve as a liaison between community youth and the Human Rights Commission, making sure that youth in the area are properly represented and cared for.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I have lots of leadership and volunteer experience that I have taken on over the past few years. I have twice been elected captain of the high school swim and dive team, and once for the lacrosse team. I have been the Senior Patrol Leader in my Boy Scout troop for three years, and recently built a rain garden for my church as my Eagle Scout Project. I am involved in three varsity sports, two extracurricular music ensembles, five service organization, and I maintain a 3.9 GPA with a rigorous schedule. I am fully prepared and eager to further benefit my community by serving on this board.

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

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Cell Phone Number, Preferred Email Address

Home Phone : [REDACTED]

Work Phone :

Cell Phone: [REDACTED]

[REDACTED]

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

Additional Information:

Form submitted on: 11/9/2010 8:27:58 PM

Submitted from IP Address: [REDACTED]

Referrer Page: No referrer - Direct link

Form Address: <http://www.cityofroseville.com/forms.aspx?FID=237>

-----Original Message-----

From: support@civicplus.com [mailto:support@civicplus.com]
Sent: Thursday, November 18, 2010 8:53 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Marie Siliciano Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

This application is for:: Student Term

If this is a student application, please list your grade: 10

Name:: Marie Siliciano

Address:: [REDACTED]

City, State, Zip: Roseville, MN 55113

Phone Number:: [REDACTED]

Email address:: [REDACTED]

How many years have you lived in Roseville?: 12

Work Experience (especially as it relates to the Commission/Board for which you are applying):

Education:: I attended Brimhall Elementary School from kindergarten to fifth grade. I have attended St. Paul Academy sixth sixth grade and am currently a sophomore.

Civic and Volunteer Activities (Past and Present):: I have been an evening shelter host at Project Home several times over the past two years. I have served meals at the Dorthy Day Center. This summer I went on a mission trip to Red Lake Reservation, where I worked on various work projects including painting a day care center and running a kids club. I have been a member on my school's social justice committee for the past four years where I have done a lot of fund raising. Through school and my church group, I have done many short term service projects including organizing a classroom at Liberty Plaza, unloading a shipment of food at the Hallie Q. Brown Food Shelf, leaf raking in the community, packaging meals at Feed my Starving Children, collecting food for the can opener food drive, and caroling at St. Anthony Park Home.

Please state your reasons for wanting to serve on the Commission/Board:: Human rights are very important to me because I believe that it is our responsibility to protect the basic human rights of those in our community. I would like to be more involved and make a difference in our city. I would be really excited to learn about how human rights are addressed in Roseville, and how we can work to promote the humans rights of all of our residents. I think it is important to represent the youth in the community and find ways to engage youth in human rights.

What is your view of the role of this Commission/ Board?: I think that the Human Rights Commission serves to uphold the basic human rights of all of our cities residents and is a platform for input on human rights issues.

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

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Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address: [REDACTED]

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

Additional Information:

Form submitted on: 11/18/2010 8:53:02 PM

Submitted from IP Address: [REDACTED]

[REDACTED] No referrer - Direct link

Form Address: <http://www.cityofroseville.com/forms.aspx?FID=237>

REQUEST FOR COUNCIL ACTION

Date: January 3, 2011
Item No.: 13.a

Department Approval

Acting City Manager Approval

Cheryl K. Miller

Item Description: Discussion of City Council Rules and Procedures

BACKGROUND

Each year, the Council reviews and adopts Council Rules and Procedures for ways to best conduct City business.

REQUESTED COUNCIL ACTION

Discussion and adoption of Council rules and procedures.

Prepared by: William J. Malinen, City Manager

Attachments: A: 2010 Rules
B: Rosenberg's Rules of Order

Roseville City Council
Rules of Procedure
January 4, 2010

Rule 1 Rosenberg's Rules of Order

The Council adopts Rosenberg's Rules of Order for all Council meetings.

Rule 2 Timing of Council Packet Formation and Delivery

Every effort will be made to send draft agendas and supporting documents to Councilmembers ten days in advance of an item appearing on a Council agenda. This additional time will give Councilmembers adequate time to study an issue and seek answers to questions.

Rule 3 Agenda

The following shall be the order of business of the City Council:

- 1) Roll Call
- 2) Approve Agenda
- 3) Public Comment
- 4) Council Communications, Reports, Announcements, HRA Report
- 5) Recognitions, Donations, Communications
- 6) Approval of Minutes
- 7) Consent Agenda
- 8) Items Removed from Consent
- 9) General Ordinances
- 10) Presentations
- 11) Public Hearings
- 12) Business Items – Action
- 13) Business Items – Presentation/Discussion
- 14) City Manager Future Agenda Review
- 15) Councilmember Initiated Future Agenda Items
- 16) Adjourn

Councilmembers are encouraged to introduce new items including background information and supporting materials for discussion and possible action. Councilmembers have the right to place items on the agenda as follows:

A councilmember may, at a council meeting, request that an action item be placed on a future council agenda, or;

1
2 A councilmember may make a request for an agenda item outside of a council meeting by
3 submitting an email request to the city manager, with a copy of the email to the other
4 councilmembers, no later than noon of the Wednesday preceding the council meeting. That
5 agenda item will be included on the agenda for the next council meeting under the heading
6 "Councilmember Initiated Future Agenda Items" for notice purposes only, not for action or
7 removal from future agendas, but will not be an action item. The item will become a regular
8 council agenda item (i.e., for discussion and action) at the subsequent council meeting, or;
9

10 A councilmember may request the addition of an agenda item at the same meeting at which the
11 item is to be addressed. However, the addition of an agenda item shall require the approval of a
12 majority of the councilmembers present.
13

14 **Rule 4 Electronic and/or Paper Agenda Packets**

15 In an effort to reduce the amount of paper generated, documents will be made available
16 electronically, when feasible.
17

18 **Rule 5 Public Comment**

19 The City Council will receive public comment at Council meetings in accordance with the
20 following guidelines:
21

- 22 a. Public Comment at the beginning of a Council meeting and not pertaining to an
23 agenda item is for the purpose of allowing the public the opportunity to express
24 their viewpoints about policy issues facing their City government. Presentations
25 will be limited to 5 minutes per speaker.
26
- 27 b. Public Comment pertaining to agenda items is for the purpose of allowing any
28 member of the public an opportunity to provide input on that item. These public
29 comments will generally be received after the staff presentation on that agenda
30 item and before Council discussion and deliberation. These public comments are
31 also limited to 5 minutes per speaker.
32
- 33 c. Members of the public are always free, and encouraged, to reduce to writing their
34 comments about city business and to submit written comments to the Council or
35 staff before, during, or after a Council meeting.
36
- 37 d. Signs may be held and displayed during Council Meetings but only at the back of
38 the Council Chambers so that the view of the seated audience is not obstructed.
39
- 40
- 41 e. Public comment, like staff and Councilmember comments, will pertain to the
42 merits of an issue; personal attacks will be ruled out of order.
43
- 44 f. The Mayor or presiding officer may make special time-length arrangements for
45 speakers representing a group.
46

1
2 **Rule 6 Issue and Meeting Curfew**

3 The Council recognizes that meetings are for the benefit of the citizens of Roseville so Council
4 meetings will end by 10:00 p.m. Council meetings may be extended upon the vote of the City
5 Council, but at no time will a meeting run past 11:00 p.m. If Council business remains on the
6 agenda, the Council may continue the meeting to a future date or table such items until the next
7 meeting, if needed.
8

9 **Rule 7 City Council Task Force or Subcommittee Formation**

10 The Council shall, as issues arise, establish a two-member task force to study the issue. The
11 membership will be agreed upon by the full Council. The task force will have a specific topic or
12 issue to address and the task force will report its findings or recommendations by a specific
13 deadline established by the Council.
14

15 **Rule 8 Recording of Meetings**

16 Except for closed executive sessions authorized under state law, all meetings of the City Council
17 shall be shown live when technically possible and recorded in their entirety for replaying on the
18 municipal cable channel and for web streaming except when the City Council directs by motion
19 otherwise.
20

21 **Rule 9 Suspension of Rules**

22 Pursuant to Section 25 of Roberts' Rules of Order, these Rules may be suspended in specific
23 situations upon a 2/3s vote of the City Council.
24

25 **Rule 10 Effective Date**

26 These Rules shall become effective upon adoption by a majority of the City Council and shall
27 remain in effect until amended or repealed by subsequent vote of the Council.
28

29 *2010_Rules_amended_100104.doc*

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century



MISSION:

To restore and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION:

To be recognized and respected as the leading advocate for the common interests of California cities.



About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts educational conferences and research, and publishes *Western City* magazine.

About *Western City* Magazine

Western City is the League of California Cities' monthly magazine. *Western City* provides lively, interdisciplinary analyses of issues affecting local governance. Its goal is to offer immediately practical ideas, information and bigger-picture policy issues and trends. For more information, visit www.westerncity.com.

"Rosenberg's Rules of Order" first appeared in *Western City* magazine in August and September 2003.

About the Author

Dave Rosenberg is an elected county supervisor representing the 4th District in Yolo County. He also serves as director of community and intergovernmental relations, director of operations, and senior advisor to the governor of California. He has served as a member and chair of numerous state and local boards, both appointed and elected, and also served on the Davis City Council for 12 years, including two terms as mayor. He has taught classes on parliamentary procedure and has served as parliamentarian for large and small governing bodies. In the fall of 2003, Gov. Davis appointed Rosenberg as a judge of the Yolo County Superior Court.

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century

by Dave Rosenberg

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that hasn't always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules, *Robert's Rules of Order*, which are embodied in a small but complex book. Virtually no one I know has actually read this book cover to cover.

Worse yet, the book was written for another time and purpose. If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook. On the other hand, if you're running a meeting of a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order. Hence, the birth of "Rosenberg's Rules of Order."

This publication covers the rules of parliamentary procedure based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified and slimmed down for 21st century meetings, yet they retain the basic tenets of order to which we are accustomed.

"Rosenberg's Rules of Order" are supported by the following four principles:

1. **Rules should establish order.** The first purpose of the rules of parliamentary procedure is to establish a

framework for the orderly conduct of meetings.

2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate and those who do not fully understand and do not fully participate.
3. **Rules should be user-friendly.** That is, the rules must be simple enough that citizens feel they have been able to participate in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of the rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, the majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

The Chairperson Should Take a Back Seat During Discussions

While all members of the governing body should know and understand the rules of parliamentary procedure, it is the chairperson (chair) who is charged with applying the rules of conduct. The chair should be well versed in those

rules, because the chair, for all intents and purposes, makes the final ruling on the rules. In fact, all decisions by the chair are final unless overruled by the governing body itself.

Because the chair conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the body in debates and discussions. This does *not* mean that the chair should not participate in the debate or discussion. On the contrary, as a member of the body, the chair has full rights to participate in debates, discussions and decision-making. The chair should, however, strive to be the last to speak at the discussion and debate stage, and should not make or second a motion unless he or she is convinced that no other member of the body will do so.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, published agenda; informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon road map for the meeting. And each agenda item can be handled by the chair in the following basic format.

First, the chair should clearly announce the agenda item number and should clearly state what the subject is. The chair should then announce the format that will be followed.

Second, following that agenda format, the chair should invite the appropriate people to report on the item, including any recommendation they might have. The appropriate person may be the chair, a member of the governing body,

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire to move on.

a staff person, or a committee chair charged with providing information about the agenda item.

Third, the chair should ask members of the body if they have any technical questions for clarification. At this point, members of the governing body may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

Fourth, the chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded (or that the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion from the governing body members. The chair should announce the name of the member who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion. It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and a vote on the motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the members of the governing body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then the “nays” is normally sufficient. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise or unless a super-majority is required (as delineated later in these rules), a simple majority determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days’ notice for all future meetings of this governing body.”

Motions in General

Motions are the vehicles for decision-making. It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus on the motion before them.

Motions are made in a simple two-step process. First, the chair recognizes the member. Second, the member makes a motion by preceding the member’s desired approach with the words: “I move ...” A typical motion might be: “I move that we give 10 days’ notice in the future for all our meetings.”

The chair usually initiates the motion by:

1. Inviting the members to make a motion: “A motion at this time would be in order.”
2. Suggesting a motion to the members: “A motion would be in order that we give 10-days’ notice in the future for all our meetings.”
3. Making the motion.

As noted, the chair has every right as a member of the body to make a motion, but normally should do so only if he or she wishes a motion to be made but no other member seems willing to do so.

The Three Basic Motions

Three motions are the most common:

1. **The basic motion.** The basic motion is the one that puts forward a decision for consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”
2. **The motion to amend.** If a member wants to change a basic motion that is under discussion, he or she would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

- 3. The substitute motion.** If a member wants to completely do away with the basic motion under discussion and put a new motion before the governing body, he or she would “move a substitute motion.” A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

A motion to amend seeks to retain the basic motion on the floor, but to modify it in some way.

A substitute motion seeks to throw out the basic motion on the floor and substitute a new and different motion for it.

The decision as to whether a motion is really a motion to amend or a substitute motion is left to the chair. So that if a member makes what that member calls a motion to amend, but the chair determines it is really a substitute motion, the chair's designation governs.

When Multiple Motions Are Before The Governing Body

Up to three motions may be on the floor simultaneously. The chair may reject a fourth motion until the three that are on the floor have been resolved.

When two or three motions are on the floor (after motions and seconds) at the same time, the *first* vote should be on the *last* motion made. So, for example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee, to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows.

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passes*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be complete. No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) *failed*, the chair would proceed to consideration of the second (now the last) motion on the floor, the motion to amend.

If the substitute motion failed, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would now move to consider the main motion (the first motion) as *amended*. If the motion to amend failed, the chair would now move to consider the main motion (the first motion) in its original format, not amended.

The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee) or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are *not* debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess, which may range from a few minutes to an hour. It requires a simple majority vote.

A motion to fix the time to adjourn.

This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to

be placed on "hold." The motion may contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion may contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call for the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the chair should ask for a second to the motion, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body. Note that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the

the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions occur when the body is taking an action that effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super-majority) to pass:

Motion to limit debate. Whether a member says, "I move the previous question," "I move the question," "I call for the question" or "I move to limit debate," it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body, such as the chair, nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a two-thirds vote to pass.

pend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

First is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted *in the majority* on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body may second the motion). If a member who voted *in the minority* seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook.

motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super-Majority Votes

In a democracy, decisions are made with a simple majority vote. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means

Motion to object to the consideration of a question. Normally, such a motion is unnecessary, because the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to sus-

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every

It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus.

lege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "Point of order." Again, the chair would ask the interrupter to "state your point." Appropriate points of order

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focus on the item and the policy in question, not on the personalities of the members of the body. Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body. Can a member of the body interrupt the speaker? The general rule is no. There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "Point of privilege." The chair would then ask the interrupter to "state your point." Appropriate points of privi-

lege relate to anything that would not be considered appropriate conduct of the meeting; for example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair's determination may be appealed.

Special Notes About Public Input

The rules outlined here help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.

Public input is essential to a healthy democracy, and community participation in public meetings is an important element of that input. The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items. The rules presented here for conducting a meeting are offered as tools for effective leadership and as a means of developing sound public policy. ■

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REQUEST FOR COUNCIL ACTION

Date: January 3, 2011

Item No.: 13 . b

Department Approval

Acting City Manager Approval

Cheryl K. Miller

Item Description: Discussion of Council Liaisons

BACKGROUND

Each year the Council reviews, discusses and appoints Councilmembers to various commissions, community groups, task forces and other groups. The Council revisited the issue on August 17, 2009. The RCA and its attachments and minutes are included. The attached list includes the August 17, 2009 changes and appointments

REQUESTED COUNCIL ACTION

Discussion of Council Liaisons could include:

- Are there additional groups appropriate to have a Council or staff liaison?
- What is the policy for selection and rotation of councilmembers to these groups?
- What are the expectations (frequency, type of information) for reporting to the Council?
- How active of a role do liaisons play?

Prepared by: William J. Malinen, City Manager

Attachments: A: August 17, 2009 RCA and attachments
 B: August 17, 2009 minutes
 C: Current Council Memberships/Liaisons

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: August 17, 2009
Item No.: 13.d

Department Approval

City Manager Approval

W. J. Malinen

Item Description: Revisit Council Liaison Appointments

BACKGROUND

On January 5, 2009, the Council discussed City Council liaisons, but made no changes to the existing appointments. Currently Councilmembers do not have alternates to the North Suburban Cable Commission and the Ramsey County League of Local Governments.

POLICY OBJECTIVE

Ensure adequate communication and representation between Councilmembers and other governmental and non-governmental committees, associations and organizations.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Consider appointing alternates to the North Suburban Cable Commission and the Ramsey County League of Local Governments and discuss any other issues relating to liaisons.

REQUESTED COUNCIL ACTION

Consider appointing alternates to the North Suburban Cable Commission and the Ramsey County League of Local Governments and discuss any other issues relating to liaisons.

Prepared by: William J. Malinen, City Manager

Attachments: A: Minutes of January 5, 2009

B: Current list of Council Memberships/Liaisons

~~C~~ouncilmember Roe noted that no formal action was necessary; that the Rules of ~~P~~rocedure would stay in effect as written until changed.

~~A~~ b. **Discuss City Council Liaisons**

City Manager Malinen noted that this item was being brought forward for discussion purposes with the new City Council now in place.

Discussion included past discussions with no indication for additional and/or more formalized liaisons; lack of general consensus for designated liaisons for advisory commissions to the City Council; perceptions of whether Council liaisons were voting members or their influence on discussions at commission levels; and how the City Council related as a body to other government groups and agencies (i.e., School Board).

Further discussion included past history and criticisms from City Council liaisons to the Planning Commission; education of the public and outside agencies of specific and appropriate contacts within City government for their particular concerns and/or questions, and whether a specific contact person was indicated.

Mayor Klausing opined that he preferred advisory commissions to provide him with their honest and independent opinions and recommendations.

Councilmember Roe opined that if the City Council is paying attention to advisory meetings through their personal attendance at meetings or review of those meetings via tape-delay, they were aware of their discussions regarding specific topics. Councilmember Roe noted that it may make sense to have a designated point of contact for those advisory commissions to help facilitate communication between the City Council and advisory group; however, clarified that he was not advocating for such a contact person.

Councilmember Pust opined that Councilmembers should not be on advisory commissions; and offered that she was willing to discuss the City Council ~~liaison~~ role on the Housing and Redevelopment Authority (HRA) as well if the City Council so desired. Councilmember Pust further opined that the City's advisory commissions were doing great work; however, the City Council was not always aware of their discussions outside their annual report to the City Council, and questioned whether there was a role for a communication link between the City Council and commissions.

Councilmember Johnson opined that perhaps the Chairs of each commission should serve as liaisons to the City Council to make the City Council more accessible to their specific commission.

Mayor Klausing expressed interest in Councilmember Johnson's concept, and sought additional detail and how that ~~liaison~~ position would best function.

Councilmember Johnson advised that commissions had great access to in-house assistance through staff providing good communication flow; and noted that commission Chairs could serve as conduits between their respective groups and the City Council, similar to ambassadors.

Mayor Klausing reiterated his preference that the liaison roles for the City Council would be informal, allowing for continued independent advice from advisory commissions.

Councilmember Roe noted the original intent in having a City Council liaison to the HRA was to ensure a good connection between the two bodies.

Councilmembers concurred that additional thought needed to be given; and requested that staff provide an updated list of assignments and involvement in various groups by current Councilmembers. Mayor Klausing asked that individual Councilmembers provide feedback to staff on their specific interests to include with the updated list for Councilmembers to facilitate further discussion and consideration.

Councilmember Johnson sought clarification on the original point of reference for liaison assignments, whether at the request of or from frustrations expressed by commissions, or in the City Council's efforts to be more communicative with their advisory commissions.

Councilmember Roe advised that it was initiated from his review of other cities and their interactions with their advisory commissions and other government agencies. Councilmember Roe specifically noted that roles of the City Council liaisons in the Ramsey County League of Local Governments (RCLLG) and the Cable Commission, and potential need for designated alternates for those groups.

Mayor Klausing noted his ongoing interest in serving as an alternate to the Communication Commission.

Councilmember Pust noted that part of the discussion should be whether Councilmembers wished to continue serving in their current liaison roles, or whether they were interested in expanding or refreshing their interests.

Mayor Klausing concurred, noting that there was value in continuity, but also value in educating Councilmembers in other areas of interest to aid their decision-making.

Councilmember Ihlan noted that a designee to the Cable Commission could be a member of the public, as well as a Councilmember.

Council Memberships/Liaisons

Current Memberships:

Mayor Klausing	Fire Relief Association <i>(required by state statute)</i> <i>(1 x mo)</i> Roseville Armory Citizen's Committee for the National Guard's local units <i>(no regular meetings; they do have public events as announced at council meetings)</i>
Councilmember Ihlan <i>(Council appointed/requested only)</i>	Ramsey County League of Local Governments <i>(1 x mo plus meeting prep time and email discussions)</i> Nature Center Study Task Force <i>(1 x mo plus meeting prep time and email discussions)</i> Comprehensive Plan Steering Committee <i>(1 x mo plus meeting prep time and email discussions)</i>
Councilmember Kough	North Suburban Communications Commission
Councilmember Pust	Housing and Redevelopment Authority <i>(1 x mo, Value to Council: Consistency in communication and policy direction)</i> North West Youth & Family Services Board of Directors <i>(1 x mo, Value to Council: Policy input for cost-effective programming)</i> Roseville Community Foundation (VP) <i>(2 x Qtrly, one business meeting, one meeting to to review grant apps)</i> North Suburban Senior Council (unofficial liaison for 2 yrs, serve as attorney) <i>(1 x mo for 2 hrs plus meeting prep time)</i> Roseville Armory Citizen's Committee for the National Guard's local units <i>(no regular meetings; they do have public events as announced at council meetings)</i>
Councilmember Roe	NSCC/NSAC Vice Chair/Vice Pres 2009 <i>(1 x mo)</i> Comprehensive Plan Steering Committee <i>(1 x mo)</i> Roseville Armory Citizens Committee <i>(as needed)</i>

Suggested Memberships:

Councilmember Roe	Roseville Armory	Library Group
	School Boards	P&R Foundations
	Neighborhood Assns	Senior Assns
	Neighboring City Councils	Roseville Community Fund
	Ramsey County Board	Roseville Historical Society

Note regarding Councilmember Roe's suggested memberships: "Organizations listed are not strictly for membership, but rather in many cases for possible liaison status. I think it makes sense to discuss how we as a city and/or as a council want to relate to many of those organizations in our community (and others that council or staff might identify, too.)"

**Excerpt of 8/17/09 Minutes
Regular City Council Meeting**

13.d Discussion on Council Liaisons

City Manager Malinen reviewed openings for alternates on the Ramsey County League of Local Governments (RCLLG) and the North Suburban Communications Commission (NSCC).

Councilmember Johnson volunteered his service to one or both boards at the City Council's discretion, and his lack of service on any outside agencies, due to his newness to the City Council.

Mayor Klausing advised that he would also be interested in serving on the NSCC as an alternate; however, expressed his willingness to defer to Councilmember Johnson as alternate, recognizing Councilmember Roe's superb attendance record, and limited demand of alternates.

A brief discussion was held on current liaison assignments; with Councilmember Pust encouraging individual Councilmembers to attend meetings of the RCLLG whether a delegate or not.

Klausing moved, Pust seconded, appointment of Councilmember Jeff Johnson as Alternate Liaison to the NSCC and as Alternate Liaison to the RCLLG.

Roll Call

Ayes: Pust; Johnson; Roe and Klausing.

Nays: None.

Council Memberships/Liaisons**Current Memberships (August 2009):**

Mayor Klausing	Fire Relief Association <i>(required by state statute)</i> <i>(1 x mo)</i> Roseville Armory Citizen's Committee <i>(no regular meetings; they do have public events as announced at council meetings)</i> GEARS Adv Board - Review for Transportation issues
Councilmember Ihlan (Council appointed/requested only)	Ramsey County League of Local Governments <i>(1 x mo plus meeting prep time and email discussions)</i> Nature Center Study Task Force <i>(1 x mo plus meeting prep time and email discussions)</i> Comprehensive Plan Steering Committee <i>(1 x mo plus meeting prep time and email discussions)</i>
Councilmember Johnson	North Suburban Communications Commission - Alt Ramsey County League of Local Governments - Alt
Councilmember Pust	Housing and Redevelopment Authority <i>(1 x mo, Value to Council: Consistency in communication and policy direction)</i> Northwest Youth & Family Services Board of Directors <i>(1 x mo, Value to Council: Policy input for cost-effective programming)</i> Roseville Community Foundation (Pres) <i>(2 x Qtrly, one business meeting, one meeting to review grant apps)</i> North Suburban Senior Council (unofficial liaison for 2 yrs, serve as attorney) <i>(1 x mo for 2 hrs plus meeting prep time)</i> Roseville Armory Citizen's Committee for the National Guard's local units <i>(no regular meetings; they do have public events as announced at council meetings)</i>
Councilmember Roe	NSCC/NSAC Vice Chair/Vice Pres 2009 <i>(1 x mo)</i> Comprehensive Plan Steering Committee <i>(1 x mo)</i> Roseville Armory Citizen's Committee <i>(no regular meetings; they do have public events as announced at council meetings)</i> P&R Park Master Plan Update Team

Suggested Memberships:

Councilmember Roe	Roseville Armory	Library Group
	School Boards	P&R Foundations
	Neighborhood Assns	Senior Assns
	Neighboring City Councils	Roseville Community Fund
	Ramsey County Board	Roseville Historical Society

Note regarding Councilmember Roe's suggested memberships: "Organizations listed are not strictly for membership, but rather in many cases for possible liaison status. I think it makes sense to discuss how we as a city and/or as a council want to relate to many of those organizations in our community (and others that council or staff might identify, too.)"

REQUEST FOR COUNCIL ACTION

Date: January 3, 2011
Item No.: 13 . C

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: **Consider a Special Meeting to Discuss Strategies for the Year**

1 **BACKGROUND**

2
3 As in many cities, it has been the practice for the City Council to hold special strategic
4 planning sessions to map out the best way to conduct the City's business and the priorities
5 and projects to emphasize during the next two years.

6 **POLICY OBJECTIVE**

7 A strategic planning session will help the Council set its agenda for the next two years.

8 **COUNCIL ACTION**

9
10 Consider whether the Council should set a special meeting(s) to discuss strategies for a
11 successful year as a Council.

12
13 Consider date, time and location for such a meeting(s).

Prepared by: William J. Malinen, City Manager