



City Council Agenda

Monday, October 24, 2011

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order for October: McGehee, Willmus, Johnson, Pust, Roe
- 6:02 p.m. **Executive Session**
Labor Negotiations
- 7:02 p.m. **2. Approve Agenda**
- 7:05 p.m. **3. Public Comment**
- 7:10 p.m. **4. Council Communications, Reports and Announcements**
- 7:15 p.m. **5. Recognitions, Donations and Communications**
a. Proclaim American Indian Month
- 7:20 p.m. **6. Approve Minutes**
a. Approve Minutes of October 17, 2011 Meeting
- 7:25 p.m. **7. Approve Consent Agenda**
a. Approve Payments
b. Approve Business Licenses
c. Accept \$500 Donation for Fire Department from Magellan Midstream Partners
d. Receive Quarterly IR 2025 Update
e. Receive Quarterly Shared Services Report
f. Receive Quarterly City Grant Application Report
g. Approve Request by CSM Investors, LLC for Outdoor Storage as a Conditional Use at 2360 County Road C
h. Approve Pawn America Minnesota, LLC Currency Exchange License Renewal for 2012
i. Award Contract for Audit Services
j. Approve Contract with Kargas-Faulconbridge, Inc. to

Update the Geothermal Master Plan for the Roseville City Campus

k. Information on Various Budget-Related Initiatives

7:35 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

10. Presentations

11. Public Hearings

7:45 p.m. a. Hearing to Amend the City's Redevelopment Plan and Industrial District #1 Plan in Conjunction with the Sale of Bonds to Finance the Construction of a new Fire Station and Park Improvements

12. Business Items (Action Items)

8:30 p.m. a. Adopt an Ordinance to Exercise the Use of the City's Port Authority for the Purposes of Financing the Construction of a new Fire Station and Park Improvements

8:35 p.m. b. Authorize the Sale of \$10 Million in Bonds to Finance the Construction of a new Fire Station and Park Improvements

8:45 p.m. c. Consider 2012 City Council Meeting Schedule

13. Business Items – Presentations/Discussions

8:55 p.m. a. Discuss Amending Rule #5 City Council Rules of Procedure Relating to Video Presentations

9:05 p.m. b. Discuss LMC Legislative Policies

9:15 p.m. **14. City Manager Future Agenda Review**

9:20 p.m. **15. Councilmember Initiated Items for Future Meetings**

9:30 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Oct 26	6:30 p.m.	Public Works, Environment & Transportation Commission
Thursday	Oct 27	6:00 p.m.	Grass Lake Water Management Organization
Tuesday	Nov 1	6:30 p.m.	Parks & Recreation Commission
Wednesday	Nov 2	6:30 p.m.	Planning Commission
Wednesday	Nov 9	6:30 p.m.	Ethics Commission
Monday	Nov 14	6:00 p.m.	City Council Meeting
Wednesday	Nov 16	6:30 p.m.	Human Rights Commission
Thursday	Nov 17	6:00 p.m.	Grass Lake Water Management Organization
Monday	Nov 21	6:00 p.m.	City Council Meeting

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



National American Indian Heritage Month November 2011

Whereas: The American Indian community has made substantial contributions to the culture, language and community of the United States; and

Whereas: The City of Roseville is located on land that was once home to many Dakota and Ojibwa Indians; and

Whereas: The City of Roseville is committed to promoting racial understanding and equality and justice as a fundamental aspect of a healthy community; and

Whereas: The American Indian community has brought values and ideas that have become ingrained in the American spirit, including respect for the natural environment, respect for cultural differences and respect for diversity that is a source of strength rather than division; and

Whereas: By Act of Congress of the United States, November is declared as American Indian Heritage Month; and

Whereas: Roseville recognizes Native American Indian Heritage Month's 2011 theme of "Service, Honor, Respect: Strengthening our Cultures and Communities;" and

Whereas: This observance offers special opportunities to become more knowledgeable about the American Indian heritage and to honor the many American Indian leaders who have contributed to the progress of our nation.

Now, Therefore Be It Resolved, that the City Council hereby proclaim the month of November 2011 as American Indian Heritage Month in the City of Roseville and urge all citizens to join in appreciation for our rich and diverse community.

In the City of Roseville, County of Ramsey, State of Minnesota, U.S.A

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 24th day of October 2011.

Mayor Daniel J. Roe

Date: 10/24/11

Item: 6.a

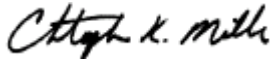
Approve Minutes of 10/17/11

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 10/24/2011
Item No.: 7 . a

Department Approval



City Manager Approval



Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$170,547.34
64354-64388	\$81,266.41
Total	\$251,813.75

A detailed report of the claims is attached. City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

POLICY OBJECTIVE

Under Mn State Statute, all claims are required to be paid within 35 days of receipt.

FINANCIAL IMPACTS

All expenditures listed above have been funded by the current budget, from donated monies, or from cash reserves.

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: n/a

Accounts Payable

Checks for Approval

User: mary.jenson
 Printed: 10/18/2011 - 2:05 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/12/2011	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Fire Station Supplies	32.32
0	10/12/2011	General Fund	Miscellaneous	Publish-ACH	Fraud	96.00
0	10/12/2011	Recreation Fund	Professional Services	Wabasha Street Caves-ACH	Summer Trip	100.00
0	10/12/2011	Recreation Fund	Professional Services	Mn Twins-ACH	Target Field Tour	804.00
0	10/12/2011	Recreation Fund	Miscellaneous Expense	Acorn Naturalists-ACH	No Receipt	126.01
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Anchors, Couplings	30.14
0	10/12/2011	General Fund	Miscellaneous	Torrid-ACH	Fraud	92.50
0	10/12/2011	Recreation Fund	Operating Supplies	Little Caesars-ACH	LIT Party Supplies	61.06
0	10/12/2011	Water Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Meter Supplies	26.20
0	10/12/2011	General Fund	Operating Supplies	Target- ACH	VHS	67.46
0	10/12/2011	Recreation Fund	Operating Supplies	Party City-ACH	DYP Supplies	5.35
0	10/12/2011	General Fund	Vehicle Supplies	Sanyo-ACH	Flashlight Batteries	44.58
0	10/12/2011	Recreation Fund	Professional Services	Smalleys-ACH	Lunch for Target Field Tour	1,062.14
0	10/12/2011	License Center	Miscellaneous	Torrid-ACH	Fraud	121.00
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Field Paint	182.01
0	10/12/2011	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	756.90
0	10/12/2011	Community Development	Clothing	Suburban Ace Hardware-ACH	Pepper Spray	21.40
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Weed Control Supplies	29.33
0	10/12/2011	Storm Drainage	Operating Supplies	Brock White -ACH	Mortar, Nylon Fiber	141.17
0	10/12/2011	General Fund	Operating Supplies	Diamond Vogel Paints-ACH	Paint	84.70
0	10/12/2011	Storm Drainage	Operating Supplies	Suburban Ace Hardware-ACH	Axe	29.98
0	10/12/2011	Community Development	Clothing	United Rentals-ACH	Gloves, Vest Hard Hat	101.56
0	10/12/2011	General Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Station Supplies	7.49
0	10/12/2011	Recreation Fund	Professional Services	Edina Aquatic Center-ACH	Friday Field Trip	193.10
0	10/12/2011	General Fund	Operating Supplies	Panera Bread-ACH	Intern Going Away Bagels	14.99
0	10/12/2011	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	67.26
0	10/12/2011	General Fund	Operating Supplies	Survey Monkey.com-ACH	Pro Subscription	19.95
0	10/12/2011	General Fund	Vehicle Supplies	Suburban Ace Hardware-ACH	Adapters	5.55
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Traction Cable	28.85
0	10/12/2011	Recreation Fund	Operating Supplies	Walgreens-ACH	Friday Adventures Supplies	16.28
0	10/12/2011	General Fund	Operating Supplies	Cub Foods- ACH	Swearing In Ceremony Supplies	51.98
0	10/12/2011	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Jig Blade	5.55
0	10/12/2011	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Meter Supplies	86.99
0	10/12/2011	Recreation Fund	Operating Supplies	Rockler-ACH	Swivel Faucet	62.30

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/12/2011	Recreation Fund	Operating Supplies	Sports Authority-ACH	Speedcell Gliders	289.23
0	10/12/2011	Storm Drainage	Operating Supplies	Cemstone-ACH	Meadow Patch	49.72
0	10/12/2011	Recreation Fund	Operating Supplies	Hub Hobby Center-ACH	Friday Adventures Supplies	43.88
0	10/12/2011	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Chain Saw Sharpening	49.00
0	10/12/2011	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Faucet Stems	51.81
0	10/12/2011	Recreation Fund	Office Supplies	Office Depot- ACH	Office Supplies	78.16
0	10/12/2011	General Fund	Office Supplies	Home Depot- ACH	Garage Shelving	56.25
0	10/12/2011	Recreation Fund	Operating Supplies	Cub Foods- ACH	Forces of Nature Camp Supplies	79.64
0	10/12/2011	General Fund	Operating Supplies	Best Buy- ACH	Cell Phone Cover	35.97
0	10/12/2011	Housing & Redevelopment Agency	Training	Science Museum -ACH	Software Training	159.00
0	10/12/2011	Community Development	Conferences	Science Museum -ACH	Software Training	159.00
0	10/12/2011	General Fund	Training	Hyatt-ACH	Missing Training Training	52.77
0	10/12/2011	General Fund	Training	Play It Again Sports-ACH	EMS Training Supplies	32.11
0	10/12/2011	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Fire Station Supplies	12.31
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-ACH	Fasteners	25.90
0	10/12/2011	General Fund	Vehicle Supplies	Dealer Automotive-ACH	Blower Motor	258.07
0	10/12/2011	Information Technology	Operating Supplies	Baltic Networks-ACH	Wi-Fi Kit	222.83
0	10/12/2011	Information Technology	Use Tax Payable	Baltic Networks-ACH	Sales/Use Tax	-14.33
0	10/12/2011	General Fund	Training	MASA-ACH	Missing Person Training	32.69
0	10/12/2011	Community Development	Conferences	PayPal-ACH	MN APA Conference Registration	809.99
0	10/12/2011	Recreation Fund	Operating Supplies	Joe's Sporting Goods-ACH	Fishing Camp Supplies	21.13
0	10/12/2011	Water Fund	Operating Supplies	Grainger-ACH	Meter Van Supplies	73.70
0	10/12/2011	Water Fund	Operating Supplies	Menards-ACH	Meter Supplies	2.67
0	10/12/2011	Recreation Fund	Operating Supplies	Target- ACH	Family Night Out Supplies	67.10
0	10/12/2011	Sanitary Sewer	Operating Supplies	Catco Parts & Service-ACH	Tape	2.76
0	10/12/2011	Information Technology	Contract Maintenance	CDW-Government- ACH	Network Monitoring Software	1,176.06
0	10/12/2011	P & R Contract Maintenance	Operating Supplies	Certified Laboratories-ACH	Sting Aerosol	209.65
0	10/12/2011	Sanitary Sewer	Operating Supplies	North Hgts Hardware Hank-ACH	Meter Supplies	14.45
0	10/12/2011	Recreation Fund	Operating Supplies	Walgreens-ACH	HANC Supplies	8.58
Check Total:						8,636.20
0	10/13/2011	General Fund	Transportation	Jolinda Stapleton	Mileage Reimbursement	167.57
0	10/13/2011	Internal Service - Interest	Investment Income	M&I Marshall & Ilsley Bank	Safekeeping Charges	70.50
0	10/13/2011	Information Technology	Transportation	Douglas Barber	Mileage Reimbursement	200.36
0	10/13/2011	Community Development	Professional Services	BKBM Engineers, Corp.	Structural Plan Review Services	967.50
0	10/13/2011	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	329.62
0	10/13/2011	General Fund	Employer Pension	Roseville Firefighter's Relief	2011 City Contribution-Final Paymen	112,017.00
0	10/13/2011	Community Development	Transportation	Joel Koepp	Mileage Reimbursement	72.15
0	10/13/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	38.68
0	10/13/2011	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	53.28
0	10/13/2011	License Center	Rental	Gaughan Properties	Motor Vehicle Rent	4,585.56
0	10/13/2011	General Fund	Transportation	Justin Juergensen	Mileage Reimbursement	67.93
0	10/13/2011	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 3	282.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/13/2011	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 3	282.08
0	10/13/2011	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing Section 3	282.08
0	10/13/2011	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	743.00
0	10/13/2011	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	1,314.00
0	10/13/2011	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	412.00
0	10/13/2011	General Fund	Operating Supplies	City of St. Paul	Paper	844.31
0	10/13/2011	General Fund	209001 - Use Tax Payable	City of St. Paul	Sales/Use Tax	-54.31
0	10/13/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Battery	108.35
0	10/13/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Credit	-108.88
0	10/13/2011	General Fund	Vehicle Supplies	Cushman Motor Co Inc	Filters	170.15
0	10/13/2011	General Fund	Vehicle Supplies	Brake & Equipment Warehouse	Shoe/Lining Bonded	49.95
0	10/13/2011	General Fund	Vehicle Supplies	Brake & Equipment Warehouse	Shoe/Lining Bonded	24.98
0	10/13/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	13.51
0	10/13/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	157.57
0	10/13/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	21.35
0	10/13/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	39.76
0	10/13/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	37.36
0	10/13/2011	General Fund	Vehicle Supplies	MacQueen Equipment	Couplers	44.19
0	10/13/2011	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	1,855.38
0	10/13/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Air Flow Sensor	190.22
0	10/13/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Brake Pad	68.41
0	10/13/2011	General Fund	Vehicle Supplies	Metro Fire	Altair 4X	841.48
0	10/13/2011	General Fund	209001 - Use Tax Payable	Metro Fire	Sales/Use Tax	-54.13
0	10/13/2011	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Prosecution Services	11,284.00
0	10/13/2011	General Fund	Motor Fuel	Yocum Oil	Fuel	10,881.68
0	10/13/2011	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	6,824.21
0	10/13/2011	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	2,434.32
0	10/13/2011	Recreation Fund	Utilities	Xcel Energy	Nature Center	471.45
0	10/13/2011	License Center	Utilities	Xcel Energy	Motor Vehicle	629.96
0	10/13/2011	General Fund	Utilities	Xcel Energy	Sreet Lights	106.56
0	10/13/2011	General Fund	Utilities	Xcel Energy	Sreet Lights	73.37
0	10/13/2011	General Fund	Contract Maintenance	Muska Electric Co	Door Strike Installation	395.76
0	10/13/2011	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	Locking Pin	50.70
0	10/13/2011	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-3.26
0	10/13/2011	General Fund	Vehicle Supplies	Fastenal Company Inc.	Supplies	378.04
0	10/13/2011	General Fund	Contract Maintenance	Palen Kimball Co, LLC	Balance Tank Replacement	2,249.31
Check Total:						161,911.14
64354	10/13/2011	License Center	Office Supplies	Advanced Label, LLC	T80 Tickets	74.04
Check Total:						74.04
64355	10/13/2011	General Fund	Clothing	Aspen Mills Inc.	Pants, Shirts	90.04
64355	10/13/2011	General Fund	Clothing	Aspen Mills Inc.	Pants, Belts, Boots	207.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
64355	10/13/2011	General Fund	Clothing	Aspen Mills Inc.	Pants, Belts, Boots	247.40
64355	10/13/2011	General Fund	Clothing	Aspen Mills Inc.	Pants	87.40
Check Total:						632.69
64356	10/13/2011	Grass Lake Water Mgmt. Org.	Professional Services	Avenet Web Solutions	Annual Service Package-Web Hosting	450.00
Check Total:						450.00
64357	10/13/2011	General Fund	Operating Supplies	Batteries Plus	Alkaline Batteries	110.81
Check Total:						110.81
64358	10/13/2011	General Fund	Vehicle Supplies	Bauer Built, Inc.	Snow Tires	2,962.72
Check Total:						2,962.72
64359	10/13/2011	Pathway Maintenance Fund	Contract Maintenance	Bituminous Roadways Inc	Relamation and Paving Villa Park anc	52,017.96
Check Total:						52,017.96
64360	10/13/2011	General Fund	Contract Maintenance Vehicles	Boyer Trucks Lauderale	Vehicle Repair	28.72
Check Total:						28.72
64361	10/13/2011	Pathway Maintenance Fund	Operating Supplies	Builders Association of Twin Cities	Irrigation Repair Reimbursement	190.00
Check Total:						190.00
64362	10/13/2011	Solid Waste Recycle	Operating Supplies	Chinook Book	2012 Twin Cities Chinook Book	110.00
Check Total:						110.00
64363	10/13/2011	General Fund	Contract Maintenance Vehicles	Dueco, Inc.	Vehicle Repair	2,923.07
Check Total:						2,923.07
64364	10/13/2011	Community Development	Building Permits	Elder Jones Building Permit Service, Inc.c	Building Permit Refund-1759 Rose P	119.76
Check Total:						119.76
64365	10/13/2011	Solid Waste Recycle	Operating Supplies	Fed Ex Office	Print/Ship Service	54.64
64365	10/13/2011	General Fund	Conferences	Fed Ex Office	Print/Ship Service	166.32
Check Total:						220.96
64366	10/13/2011	General Fund	Vehicle Supplies	Felling Trailers	Fender	254.33
Check Total:						254.33
64367	10/13/2011	General Fund	Contract Maintenance Vehicles	GCR Truck Tire Centers	2011 Blanket PO for Vehicle Repairs	7,208.19

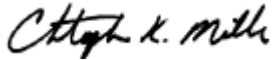
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						7,208.19
64368	10/13/2011	License Center	Memberships & Subscriptions	GlobalPayments	Annual Membership	20.00
Check Total:						20.00
64369	10/13/2011	General Fund	Professional Services	IFP, Test Services	Psychological Evaluations	890.00
64369	10/13/2011	General Fund	Professional Services	IFP, Test Services	Psychological Evaluation	445.00
Check Total:						1,335.00
64370	10/13/2011	General Fund	Vehicle Supplies	Larson Companies	Filters	556.96
64370	10/13/2011	General Fund	Vehicle Supplies	Larson Companies	Filter, Panel	37.05
Check Total:						594.01
64371	10/13/2011	Sanitary Sewer	Clothing	Lyle Miller	Boots Reimbursement Per Union Con	118.96
Check Total:						118.96
64372	10/13/2011	Community Development	Unemployment Insurance	Mn Dept of Employment & Econ Develop	Unemployment Benefits-Acct-079727	1,102.00
64372	10/13/2011	Recreation Fund	Unemployment	Mn Dept of Employment & Econ Develop	Unemployment Benefits-Acct-079727	295.66
Check Total:						1,397.66
64373	10/13/2011	General Fund	Vehicle Supplies	OSI Environmental Inc	Uncrushed Filters	50.00
Check Total:						50.00
64374	10/13/2011	General Fund	Contract Maintenance	Penguin Communications, LLC	eDispatches Service	828.00
Check Total:						828.00
64375	10/13/2011	Grass Lake Water Mgmt. Org.	Operating Supplies	Tom Petersen	GLWMO Meeting Supplies Reimburs	141.79
Check Total:						141.79
64376	10/13/2011	General Fund	Vehicle Supplies	Pioneer Rim and Wheel Co.	Supplies	40.16
Check Total:						40.16
64377	10/13/2011	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage	2,300.00
Check Total:						2,300.00
64378	10/13/2011	General Fund	Contract Maintenance	Pro-Tec Design, Inc.	Final Billing	1,977.95
Check Total:						1,977.95
64379	10/13/2011	Storm Drainage	Operating Supplies	Ramsey Cty-Property Rec & Rev	Second Half Taxes 8xx Brenner Prop	1,015.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						1,015.00
64380	10/13/2011	Fire Station 2011	Professional Services	Red Pine Industries, Inc.	Hazardous Materials Inspection Fee	1,700.00
Check Total:						1,700.00
64381	10/13/2011	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Tires	800.32
64381	10/13/2011	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Tires	260.00
64381	10/13/2011	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Tires	575.80
Check Total:						1,636.12
64382	10/13/2011	Recreation Fund	Fee Program Revenue	May Thao	Guitar Class Refund	84.00
64382	10/13/2011	Recreation Fund	Fee Program Revenue	May Thao	Guitar Class Refund	8.00
64382	10/13/2011	Recreation Fund	Collected Insurance Fee	May Thao	Guitar Class Refund	2.00
Check Total:						94.00
64383	10/13/2011	Pathway Maintenance Fund	Operating Supplies	The Mulch Store	Yardwaste	92.00
Check Total:						92.00
64384	10/13/2011	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2030 N Lexington	69.42
64384	10/13/2011	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2051 Williams St	69.42
64384	10/13/2011	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-1454 Belmont	69.42
64384	10/13/2011	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-1624 Ridgewood Lane	69.42
Check Total:						277.68
64385	10/13/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	60.79
Check Total:						60.79
64386	10/13/2011	General Fund	Contract Maintenance Vehicles	Twin Cities Transport & Recove	2011 Blanket PO for Vehicle Repairs	90.84
Check Total:						90.84
64387	10/13/2011	General Fund	Vehicle Supplies	Valley National Gases	Acetylene, Hazard Materials	47.24
64387	10/13/2011	General Fund	Vehicle Supplies	Valley National Gases	Acetylene, Hazard Materials	45.96
Check Total:						93.20
64388	10/13/2011	Water Fund	Accounts Payable	KRISTEN WINTHER	Refund Check	100.00
Check Total:						100.00
Report Total:						251,813.75

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 7 . b

Department Approval



City Manager Approval



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

Recycling Hauler

Solid Waste Hauler

Veolia ES
309 Como Ave.
St. Paul, MN. 55103

Solid Waste Hauler

Recycling Hauler

Walters Recycling
P.O. Box 67
Circle Pines, MN 55014

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

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



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

Solid Waste Hauler License Application

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

Business Name Walters Recycling & Refuse

Business Address P.O. Box 67 Circle Pines Mn 55014
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 763-780-8464

Contact Person 1
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: _____

Cell Phone: _____ 56

Alternate Contact Information: ABNE

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? X 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):

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

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

Y Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 4

(over)

\$250.00



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 _____ (License will be for January 1 to December 31.)

Business Name SAME AS PREVIOUS SHEET

Business Address _____

Business Phone _____

Contact Person _____ Email Address _____

Emergency Contact Information _____

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 _____

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

Newsprint*
Recycle America - Mpls
INT. PAPER, Rock Town
EUREKA

Glass*
Recycle America - Mpls

Cans/Plastic*
Recycle America - Mpls

Office paper/Boxboard*

International Paper - Mpls
Forest - Mpls
Rock Town - St Paul

Corrugated Cardboard*

International Paper - Mpls
EUREKA - mpls
Rock Town - St Paul

Other (please specify)

YARD WASTE - Elk River
COMPOSTING - New Brighton

*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.

9/30/11
Date

[Signature]
Applicant's Signature

OPERATIONS MGR
Title



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2012 (License will be for January 1 to December 31.)

Business Name Veolia ES

Business Address 309 Como Ave St. Paul MN 55103

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

Business Phone 651-487-8546

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: _____

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 4

(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 2012 (License will be for January 1 to December 31.)

Business Name Veolia ES

Business Address 309 Como Ave St. Paul MN 55103

Business Phone 651-487-8546

Contact Person _____ Email Address _____

Emergency Contact Information _____

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 4

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

Euro Recycle ^{Newsprint*}
Mpls

W/M Twin City MRF ^{Glass*}
1800 Broadway
Minneapolis mn.

W/M Twin City MRF ^{Cans/Plastic*}
1400 Broadway
Mpls mn. 55413

Euro Recycle ^{Office paper/Boxboard*}
Mpls

Euro Recycle ^{Corrugated Cardboard*}
Mpls

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.

10-4-11

Date

[Signature]
Applicant's Signature

operations manager
Title

REQUEST FOR COUNCIL ACTION

Date: Oct. 24, 2011
Item No.: 7.c

Department Approval

Timothy O'Neill

City Manager Approval

W. Mahinen

Item Description: Accept Fire Department Donation from Magellan Midstream Partners

BACKGROUND

The fire department has received a donation in the amount of \$500.00 on behalf of Magellan Midstream Partners-Roseville.

FINANCIAL IMPACTS

Magellan Midstream Partners – Roseville donated \$500.00 to the fire department. The funds will be deposited into the fire department donation account to be used at a later date.

STAFF RECOMMENDATION

The fire department recommends that the City Council accept the \$500.00 donation from the Magellan Midstream Partners – Roseville and that the funds be deposited into the fire department donation account to be used at a later date.

REQUESTED COUNCIL ACTION

Motion to accept the \$500.00 donation to the fire department from Magellan Midstream Partners – Roseville and to deposit the funds into the fire department donation account to be used at a later date.

Prepared by: Timothy O'Neill, Fire Chief

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 7.d

Department Approval

City Manager Approval



Item Description: Receive Quarterly Update of Imagine Roseville 2025 Medium and Long Term Goals

BACKGROUND

The October 2011 update of the Imagine Roseville 2025 Medium and Long Term Goals is provided in fulfillment of the City Manager's requirement to regularly report the progress of staff to the Council.
Note:

REQUESTED COUNCIL ACTION

Receive the October 2011 Quarterly Update of the Imagine Roseville 2025 Medium and Long Term Goals.

Prepared by: Bill Malinen

Attachments: A: October 2011 update of the Imagine Roseville 2025 Medium and Long Term Goals

**Imagine Roseville 2025
Medium & Long Term Goals
October 2011 Update**

Medium Term Goals

Encourage businesses with family-sustaining jobs

- ☐ Staff/Council discussion regarding targeted economic development efforts PT 10/11
- ☐ Twin Lakes Phase II complete PT 10/11
- ☐ Twin Lakes Phase II substantially complete PT 1/11
- ☐ Twin Lakes Phase II infrastructure project out for bid. Expected start, Summer 2010. PT 6/10
- ☐ Twin Lakes infrastructure 90% complete, Phase II is being planned for 2010 PT 12/09
- ☐ Twin Lakes infrastructure project underway. PT 9/09
- ☐ Twin Lakes infrastructure project out for bids. Expected start date, June 2009 PT 6/09
- ☐ Began the design work for the Twin Lakes public infrastructure to better position the project to take advantage of development opportunities when they arise. PT 3/09
- ☐ This past spring, the City created the Twin Lakes Public Financial Participation Framework that created a high priority in granting TIF funds within Twin Lakes to projects that create family-sustaining jobs. PT 7/08

More actively support existing businesses

- ☐ Staff/Council discussion on better connecting with Roseville businesses PT 10/11
- ☐ Community Development purchased 2011 Dunn and Bradstreet listing of Roseville Businesses PT 7/11
- ☐ No new activity to report at this time. PT 6/10, PT 1/11
- ☐ No new activity to report at this time PT 9/09
- ☐ Worked with the Ramsey County and State of Minnesota to assist UV Color with their expansion plans. PT 6/09
- ☐ No new activity to report at this time. PT 3/09
- ☐ Given the budget dollars, funding is not possible for 2009. PT 10/08
- ☐ Staff has brought forward to the Council about participating in the Twin Cities Capital Community Fund, which will lend money to businesses in participating communities. Decision pending. PT 7/08

Increase funding for and more actively promote housing redesign program

- ☐ No new activity to report at this time. PT 6/10, PT 1/11, PT 10/11
- ☐ No new activity to report at this time PT 9/09
- ☐ The Multi-Family loan program is in place, but no applications have been received. PT 6/09
- ☐ The RHRA has discontinued the redesign program due to a lack of interest. However, the RHRA has instituted a new multi-family loan program to assist property owners to make exterior improvements and incorporate energy efficient improvements in their buildings. PT 3/09
- ☐ Given the limited participation, the RHRA is proposing to no longer fund the program and utilize funding for existing loan programs and marketing of RHRA services to reach more residents. The RHRA is preparing to create a multi-family rehab program to allow for reinvestment in aging properties. PT 10/08
- ☐ In the past six months, the Roseville HRA has reviewed the existing redesign program and has changed some of the program guidelines to make it available to more people. Improvements to program ongoing.

Provide loans and other assistance to help people maintain property

- ☐ Proposed 2012 HRA Budget maintains existing loan programs PT 10/11
- ☐ 2011 HRA Budget maintains existing loan programs. PT 1/11
- ☐ No new activity to report at this time. PT 6/10
- ☐ The HRA has prepared a budget and levy that will continue loan and assistance programs subject to City Council approval. PT 12/09
- ☐ The HRA has revisited its strategic plan in order to reprioritize its goals and programs. PT 9/09
- ☐ The HRA is paying for page in the City newsletter to better promote its programs as well as providing resources for our residents. PT 9/09
- ☐ No new activity to report PT 6/09
- ☐ The RHRA has created a new multi-family loan program to foster reinvestment into the community's multi-family housing stock. In addition, the City has improved its code enforcement policies and procedures to better inform residents and property owners. PT 3/09
- ☐ In 2008, the Roseville HRA consolidated its loan program into one program for easier convenience. The RHRA also continues to contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. PT 10/08
- ☐ In the past six months, the Roseville HRA has reviewed its existing loan programs and has consolidated two loan programs into one and have made the funds more available for residents to make exterior and interior improvements. The Roseville HRA also added another \$133,000 to the loan pool. The Roseville HRA continues to contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. PT 7/08

Seek collaborative partners and alternative funding mechanisms

- ☐ JPA signed with Ciuty of Maplewood and Forest Lake for IT Support Services. Value of contract is \$50,000 annually 7/11/11. CM 10/11
- ☐ JPA signed with City of Vadnais Heights for IT support services. Value of the contract is \$48,000 annually. CM 6/09
- ☐ 2009 Joint Fiber Optic Network between Roseville Schools and Ramsey County Library System to connect governmental facilities. Total value of construction is approximately \$225,000. CM 6/09
- ☐ ~~Engaged the City of Lake Elmo to provide Accounting Services generating surplus monies. CM 3/09~~
- ☐ Provided City Manager proposal for creating a Streetlight Utility for funding installation and operation of streetlights citywide. DS 10/08
- ☐ Alternative funding mechanisms have been discussed briefly but not yet researched to determine whether viable. CM 7/08

Foster youth leadership and development

- ☐ High School Student developed and administered survey to all Roseville Area High School students LB 10/11
- ☐ Hired, trained and developed youth through Roseville Parks and Recreation jobs LB 10/11
- ☐ Worked with high school honor society on community service projects 2011 LB 10/11
- ☐ Worked with three significant Eagle Scout Projects in 2011 LB 10/11
- ☐ Ongoing Youth representation on the Parks and Recreation Commission LB 10/11
- ☐ Three Youth representatives on the Parks and Recreation Master Plan update LB 10/11
- ☐ Added three youth representatives to the Human Rights Commission.

	WJM 4/11 ❑ Re-implementation of the Police Explorers Program in 2008. CS 3/09 ❑ Improved relatively new Leaders in Training (LIT) program. No new programs have begun at this time. LB 7/08
Citywide transportation system	❑ Will explore opportunities for connection from new Park N Ride facility. DS 3/09 ❑ Researching possibilities of moving youngsters to and from programs and facilities. LB 7/08
Update Master Plans (to include parks and community facilities) throughout Parks & Recreation System.	❑ <u>Decision made on implementation plan and preferred funding</u> LB 10/11 ❑ <u>Implementation plan and funding options identified</u> LB 10/11 ❑ <u>Established short term and long term implementation plan with City Council, Parks and Recreation Commission and Community</u> LB 10/11 ❑ Established Master Plan Citizen Organizing Team, November 2010 LB 1/11 ❑ Established Master Plan Implementation Process, November 2010 LB 1/11 ❑ Adopted Updated Master Plan, November 2010 LB 1/11 ❑ Master Plan Process, September 2009 – November 2010 LB 1/11 ❑ City Council authorized an agreement with LHB/Cornejo to lead the System Master Plan Update LB 9/09 ❑ Received nine proposals, will interview three. Plan to make recommendation in June or July 2009 LB 6/09 ❑ Received nine proposals, will interview three. Plan to make recommendation in June or July 2009 LB 6/09 ❑ RFPs issued, proposals received and analyzed. Plan to bring to City Council in March, 2009 for consideration. Difficult as no funding for the project has been identified. LB 3/09 ❑ Pathway Master Plan approved by City Council in September. DS 10/08 ❑ RFP being finalized with Parks and Recreation Commission. Will soon bring to City Council for input and authorization to issue. LB 10/08 ❑ Pathway Plan update underway. DS 7/08 ❑ Met with six firms to gather pre request for proposal (RFP) information. Plan to discuss further with Parks and Recreation Commission at an upcoming meeting. LB 7/08
Include shade pavilions and/or park shelters at all parks to promote neighborhood connections and accommodate neighborhood gatherings	❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. LB 7/08
Revise water rates from use base to conservation base incentives for 10-20% reduction in residential and business usage	❑ For 2009, adopted a conservation-based rate structure to encourage water conservation and greater transparency in actual costs. CM 3/09 ❑ PWETC recommendation for 2009 implementation at September 08 meeting. Anticipate Council discussion November 2008. DS 10/08 ❑ Discussed with PWETC April, 2008 Council discussion August/September 2008. DS 7/08 ❑ Initial discussions are expected in the Fall of '08, but our rate structure is heavily dependent on high water users to support utility operations. It is unlikely that our rate structure could be changed to a conservation base until 2010. CM 7/08
Fund Citywide traffic model	❑ No new activity DS 6/09 ❑ No new activity (funding challenges). DS 3/09 ❑ No new activity. DS 10/08 ❑ CIP discussion item. DS 7/08
Encourage development of transit,	❑ <u>Established a citizen trails and natural resources work group as part of</u>

walkability and alternate transportation	<u>master plan implementation program</u> <i>LB 10/11</i> ❑ Reviewing concept for new Park N Ride facility in Little Canada at Rice St. and HWY. 36 <i>DS 4/11</i> ❑ City Awarded LCDA grant for construction of trail from Sienna Green to County Road B. Construction expected in 2011. <i>PT 6/10</i> ❑ Draft of new residential and commercial zoning codes promotes design that promotes walkability. <i>PT 6/10</i> ❑ Staff, in conjunction with AEON, has applied for an LCDA grant from Metropolitan Council for a grant to construct a sidewalk from Har Mar Apartments to County Road B which dramatically improve walkability and access for the residents of the Har Mar Apartments to local stores and transit options. <i>PT 12/</i> ❑ Staff is planning on sending out RFPs for the new zoning code in September. <i>PT 9/09</i> ❑ Rice Street Interchange design will incorporate bike and ped facilities into the design and have discussed transit needs with Met Council. <i>DS 6/09</i> ❑ In anticipation of designing a new zoning code, staff, the Planning Commission, and the City Council are reviewing the use of form-based codes for the new zoning code. Form based codes emphasize walkability and alternative transportation. <i>PT 6/09 - see also Long Term Goals</i> ❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Long Term Goals</i> ❑ Comp Plan Transportation section discusses each of these items. Council discussion October 08. <i>DS 10/08</i> ❑ Livable Communities concepts incorporated into design guidelines, Pathway Master Plan discusses ped and bike goals and policies. <i>DS 7/08</i>
Long Term Goals	
Develop program to provide fire, safety, CPR, fire extinguisher training to businesses	❑ The Fire Department started offering fire training classes and CPR classes to businesses and community members who request such training. This started with the adoption of the City Fee Schedule on November 17, 2008. <i>RG 3/09</i> ❑ The Fire Dept will begin offering CPR/AED at a rate of \$80 per student and Safety Training at a rate of \$80 per hour. Costs will cover prorated trainer's salary/benefits, books, training materials, administrative time. These services will be offered to businesses once the City's fee schedule is amended to include these fees and this IR2025 goal will be complete. <i>RG 7/08</i>
Community Center Discussion	❑ <u>Community Center identified in master plan implementation program – to be worked on in parallel to the step one Park Renewal Program</u> <i>LB 10/11</i> ❑ <u>Preferred site of Community Center identified as City Hall/Skating Center Campus</u> <i>LB 10/11</i> ❑ Community Center identified in Adopted Park Master Plan, November 2010 <i>LB 1/11</i> ❑ Discussions during Master Plan Implementation Phase, November 2010 <i>LB 1/11</i> ❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. <i>LB 7/08</i>
Establish a Community Resource and Volunteer Center/Network with support	❑ Proposal accepted by the 2009 Leadership St. Paul Program to assign

and coordinating staff to recruit, train, nurture volunteers.	a group to Roseville to enhance the volunteer program by creating a comprehensive community volunteer model. <i>LB 3/09</i> ❑ Researching possible resources needed to establish such a program and what a program of this type would look like. <i>LB 7/08</i>
Identify segments with poor or no connection. Follow Master plan guide. Address Hwy 36 and Snelling crossing barriers: tunnels or bridges at Lydia, Co C, Co B, or Roselawn	❑ <u>Fairview NTP Pathway under construction</u> <i>DS 10/11</i> ❑ <u>Constructed Snelling Service Drive sidewalk from Aeon project to County Road B</u> <i>DS 10/11</i> ❑ Constructing Sidewalk and Shoulders on Date Street North of County Road C and Fairview South of County Road B <i>DS 7/11</i> ❑ No new activity. <i>DS 6/09</i> ❑ Developing Fairview NTP Pathway project for 2009 construction. Seeking funding opportunities. <i>DS 3/09</i> ❑ Pathway Master Plan adopted September 08. Seeking funding opportunities. <i>DS 10/08</i> ❑ Discussed as part of Pathway Plan update, incorporate into final draft plus additional locations. <i>DS 7/08</i>
Consider Roundabouts, if space and buying R.O.W. is feasible	❑ Second Roundabout to be constructed in Twin Lakes Summer 2010 <i>DS 5/10</i> ❑ First Roundabout will be constructed late summer 2009 in Twin Lakes Phase I <i>DS 6/09</i> ❑ Roundabout included in Phase I Twin Lakes improvements construction 2009. <i>DS 3/09</i> ❑ No new activity. <i>DS 10/08</i> ❑ Look into ROW requirements and identify possible corridors 2009. <i>DS 7/08</i>
Add buses and routes for flexibility and suburb-to-suburb travel	❑ Metro Transit evaluation Bus Rapid Transit for Snelling Ave. and other service to area including a new Park N Ride facility in Little Canada <i>DS 4/11</i> ❑ Have had additional discussion with Metro Transit regarding additional service to Park N Ride <i>DS 4/10</i> ❑ No new activity <i>DS 6/09</i> ❑ Explore opportunities created by new Park N Ride <i>DS 3/09</i> ❑ Discussed this flexibility with Metro Transit for Twin Lakes Park N Ride facility. <i>DS 10/08</i> ❑ Continue to push this issue in all discussions with Metro Transit. <i>DS 7/08</i>
Encourage development of transit, walkability and alternate transportation	❑ Participating in Bus Rapid Transit Study for Arterial Corridors including Snelling Avenue <i>DS 7/11</i> ❑ Provided feedback to Metro Transit on proposal for additional Park N Ride facility in Little Canada at County Road B and Rice St <i>DS 5/10</i> ❑ Draft of new residential and commercial zoning codes promotes design that promotes walkability. <i>PT 6/10</i> ❑ In anticipation of designing a new zoning code, staff, the Planning Commission, and the City Council are reviewing the use of form-based codes for the new zoning code. Form based codes emphasize walkability and alternative transportation. <i>PT 6/09</i> ❑ No new activity <i>DS 3/09</i> ❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Med Term Goals</i> ❑ Included in Transportation section of Comp Plan. <i>DS 10/08</i> ❑ The City has also been working with surrounding communities to promote the development of the Northeast Diagonal as a transit

	corridor. <i>PT 10/08</i> ❑ Identify needs in CIP 2009-2018 Meeting with Northeast Diagonal cities to pursue getting corridor back into 2030 Plan. <i>DS 7/08</i> ❑ These items are being emphasized in the Comprehensive Plan Update with the goal of making alternative forms of a greater priority in the community's growth and redevelopment in the future. <i>PT 7/08</i>
Work w/ Metro Transit to identify location of long-term park-n-ride facility	❑ Park and Ride structure completed and open for business. <i>PT 6/10</i> ❑ Under construction. Expected completion by 12/31/09 <i>PT 6/09</i> ❑ Metro Transit relooking at the Rice Street/Hwy 36 area <i>DS 6/09</i> ❑ Approved and open by 12/31/09 <i>DS 3/09</i> ❑ The City Council approved the Metro Transit Park and Ride facility in December 2008. Construction will commence in the spring of 2009 and will be completed by the end of the 2009. <i>PT 3/09</i> ❑ Ongoing. The City Council is currently considering the construction of a new park and ride facility located within Twin Lakes that is expected to replace the spaces at Rosedale Mall after 2011. Staff continues to have dialogue with Metro Transit staff regarding needs for additional park and ride facilities. <i>PT 10/08</i> ❑ Council Consideration of Twin Lakes facility October 2008. <i>DS 10/08</i> ❑ Underway for Twin Lakes, additional future needs along Hwy 36 corridor east end of Roseville. <i>DS 7/08</i>
Continue to lobby for the Northeast Diagonal transit line	❑ No new activity to report at this time. <i>PT 6/10, PT11/11, PT 7/11, <u>PT 10/11</u></i> ❑ No new activity to report at this time. <i>PT 9/09</i> ❑ No new activity to report at this time. <i>PT 6/09</i> ❑ No new activity to report at this time. <i>PT 3/09</i> ❑ City is currently working with the City of Vadnais Heights to build a coalition with surrounding communities to promote the development of the NE Diagonal as a transit corridor. Language supporting the use of the NE Diagonal is currently in the draft Comp Plan. <i>PT 10/08</i> ❑ Council Discussion September 2008. <i>DS 10/08</i> ❑ Meeting with adjacent cities July 2008. <i>DS 7/08</i>

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 7.e

Department Approval

City Manager Approval



Item Description: Receive Quarterly Shared Services Update

BACKGROUND

In February 2009, Resolution 10691, Authorizing Examination of Cooperation and Shared Services with Others, was adopted by the City Council supporting discussing and researching possible new and enhanced cooperation and shared services with local governments and others; and authorizing the City Manager to pursue and examine new cost-effective means of cooperating and sharing services; and directing the City Manager to report back on a regular basis to the City Council regarding cooperative opportunities.

REQUESTED COUNCIL ACTION

Receive the October 2011 Quarterly Shared Services Update

Prepared by: Bill Malinen

Attachments: A. Resolution 10691
B. October 2011 Shared Services Update

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 23rd day of February 2009, at 6:00 p.m.

The following members were present: Johnson, Ihlan, Roe, Pust and Klausing

and the following were absent: none.

Mayor Klausing introduced the following resolution and moved its adoption:

**RESOLUTION No. 10691
AUTHORIZING
EXAMINATION OF COOPERATION AND
SHARED SERVICES WITH OTHERS**

WHEREAS, In 2008, the Minnesota Legislature imposed a three year tax levy limit on local governments; and

WHEREAS, Current economic conditions have caused a significant state budget deficit; and

WHEREAS, The Governor has unallotted local government aid to cities and counties; and

WHEREAS, In his proposed 2010-2011 biennial budget, the Governor has eliminated future Market Value Homestead Credit aid to Roseville; and

WHEREAS, The current economic challenges facing residents and local governments requires creativity and resourcefulness to continue to provide a high level of government services; and

WHEREAS, The City of Roseville provides cost effective and efficient governmental services to its residents and businesses; and

WHEREAS, The current economic pressures make continuing providing the high level of service an economic challenge; and

WHEREAS, Jointly sharing services between local governments and school districts and others can be a cost effective and efficient way to deliver services.

NOW, THEREFORE, BE IT RESOLVED, that

1. The City Council hereby actively supports discussing and researching possible new and enhanced cooperative efforts and sharing services with local governments and others.
2. The City Council hereby authorizes the City Manager and/or his designee to pursue and examine new cost effective means of cooperating and sharing services with other local governments and others to provide services and programs.
3. The City Council directs the City Manager to report back on a regular basis on any progress regarding cooperative opportunities.

The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Johnson, Ihlan, Roe, Pust and Klausing

and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – Governmental Cooperation Initiatives

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 23rd day of February, 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 23rd day of February, 2009.



William J. Malinen, City Manager

(Seal)

Shared Services Update*

October 2011 Roseville Services Used by Others

Description of Shared Service	Shared Service Updates:
1. GIS Services with North St. Paul	o For the past five years, the City of Roseville has provided the City of North St. Paul 425 hours of Community Development staff time for GIS services for a fee of \$15,000 annually. <i>PT 06/09</i> North St. Paul has continued using GIS services in 2010. <i>PT 03/10 PT 06/10</i> Staff will plan on continuing this relationship into 2011. <i>PT 1/11</i> <u>This program will continue into 2012. <i>PT 10/11</i></u>
2. Program Offerings to Lauderdale	o Entered into an general agreement to provide certain program offerings to the community of Lauderdale for a fee LB 6/09
3. IT support services	- o <u>Revised JPA signed with the Cities of Forest Lake and Maplewood for additional IT support services. The value of contracts is \$10,000 annually. <i>CKM 10/11</i></u> - o JPA signed with the City of Forest Lake for IT support services. Value of the contract is \$55,000 annually <i>CKM 9/09</i> - o JPA signed with the City of Vadnais Heights for IT support services. Value of the contract is \$48,000 annually <i>CKM 6/09</i>
4. Joint Fiber Optic Network	- o 2009 Joint Fiber Optic Network between Roseville Schools and Ramsey County Library System to connect governmental facilities. Total value of construction is approximately \$225,000. Expected completion on 10/31/09 <i>CKM 9/09</i> - o 2009 Joint Fiber Optic Network between Roseville Schools and Ramsey County Library System to connect governmental facilities. Total value of construction is approximately \$225,000 <i>CKM 6/09</i>
5. Engineering Services Falcon Heights and Arden Hills	o Continue to provide Engineering support services <i>DS 05/09</i>
6. Street message painting	o Provide as needed to Falcon Heights <i>DS 6/09</i>
7. East Metro SWAT	o Multi-Jurisdictional tactical and crisis negotiation team involving the following cities: Roseville, St. Anthony, New Brighton, North St. Paul, and University of MN police department. <i>7/11</i>
8. Pursuit Intervention Technique Training	o This training is legislatively mandated. Law enforcement personnel must attend this training every three years. RPD oversees this training and is working on adding more departments to the group. <i>CS 6/09</i>
9. K-9 Police Training Area	o K-9 teams from throughout the metro area travel to the Roseville K-9 training area, where the grounds is set up to assist officers and their K-9 partners in preparing for Police Dog 1 certification trials and street work. <i>CS 6/09</i>
10. Automatic Mutual Aid with Lake Johanna Fire	o Provide mutual aid between Lake Johanna Fire and Roseville Fire for all structure fires. <i>TO 9/09</i>
11. Capital City Mutual Aid Association	o Provide fire mutual aid for all fire departments within Ramsey County. <i>TO 9/09</i>
12. North Suburban Mutual Aid Association	o Provide fire mutual aid for all fire departments within Hennepin County. <i>TO 9/09</i>

13. City of White Bear Lake	o JPA signed with the City of White Bear Lake for Telephone Support Services. Value of the contract is \$2,600 annually. <i>CKM 1/11</i>
14. Maplewood	- o Council Approved Agreement for Engineering Services Sharing <i>DAS 7/11</i> - o Exploring sharing engineering staff as needed and available <i>DAS 4/11</i>
15. Ramsey-Washington Suburban Cable Commission	o Joint Powers Agreement Extension of IP Telephony Services <i>CKM 4/11</i>
16. Ramsey County Fire Chief's Assn	o Started County-wide Shared Services Group in June 2011 to review and explore areas in which we can share services and purchases on an ongoing basis. <i>TO 7/11</i>

Others' Services Used by Roseville

Description of Shared Service	Shared Service Updates:
1. Equipment Rental opportunity	o Received equipment rental rate list from City of St. Paul <i>DS 6/09</i>
2. Equipment Sharing with Ramsey County PW	o Ongoing sharing of sealcoat equipment with RCPW <i>DS 6/09</i>
3. St Paul PD Record Mgmt System	o Deleted 9/10
4. Ramsey County Dispatch Service	o Provides dispatching services for the entire county except White Bear Lake. <i>CS 6/09</i>
5. Ramsey County Detention Service	o Temporary and long-term incarceration for arrested individuals. <i>CS 6/09</i>
6. Ramsey County Warrant Service	o Serves active warrants resulting from Roseville PD arrests. <i>CS 6/09</i>
7. Allina Medical	o Provides EMT services/ East Metro Swat tactical EMS service overview. <i>CS 6/09</i>
8. Roseville Fire Department	o Training and the providing of EMT services. <i>CS 6/09</i>
9. Century College	o Mandated and career training for law enforcement personnel. <i>CS 6/09</i>
10. Bureau of Criminal Apprehension	o Training, lab work, evidence analysis, statistical information, identification information, etc. Team also responds to critical incidents, suspicious deaths, etc. We also utilize their polygraph service. <i>CS 6/09</i>
11. MN State Patrol	o Assists in accident reconstruction, investigations, etc. <i>CS 6/09</i>
12. Financial Crime Services	o Implementation of the check diversion program. <i>CS 6/09</i>
13. Crime Stoppers	o Creation of a "tip-line" and on-going partnership in working with the media to develop leads in high-profile cases. <i>CS 6/09</i>
14. East Metro Narcotics Task Force	o A Roseville officer is assigned to this unit. <i>CS 6/09</i>
15. Ramsey County Crime Lab	o Use lab for narcotics testing. <i>CS 6/09</i>
16. Midwest Children's Resource Center	o Assist us on interviews of victims of abuse. <i>CS 6/09</i>
17. Northwest Youth and Family Services	o They handle youth diversion programs for Roseville. <i>CS 6/09</i>
18. Tubman Family Alliance	o Provide follow-up and advocacy for victims of domestic violence. <i>CS 6/09</i>
19. Target Corporation	o They provide assistance with video forensics. <i>CS 6/09</i>
20. BCA, Ramsey County, St. Anthony Police Department	o We utilize these agencies for computer forensics along with tracking cell phones and other mobile devices.. <i>RM 7/11</i>
21. Ramsey County Apprehension and US Marshals	o Both have provided assistance to us on several cases in gathering intelligence, locating suspects, executing search warrants and tracking cell phones. <i>CS 6/09</i>
22. Postal Inspector	o We regularly work with the US Postal Inspector in verifying addresses and also on criminal cases involving US Mail. <i>CS 6/09</i>
23. Mid-America	o We have entered into a partnership with Mid-America for storage and sale of forfeited vehicles. <i>CS 6/09</i>
24. Propertyroom.com	o Utilize this web-based service to sell items recovered by the police department. <i>CS 6/09</i>

25. Ramsey County Special Investigations Unit	o Their analysts have assisted us on several cases, creating crime maps, analysis and forecasting. <i>CS 6/09</i>
26. Bureau of Criminal Apprehension	o Laboratory analysis of evidence from fire scenes. <i>TO 9/09</i>
27. State Fire Marshal office	o Assistance with fire investigations on an as needed basis. <i>TO 9/09</i>
28. State Fire Marshal Office	o Resources and materials for public fire safety education. <i>TO 9/09</i>
29. Allina Medical transportation	o Provide patient transport within the city of Roseville. <i>TO 9/09</i>
30. Allina Medical transportation	o Provide medical training for fire department. <i>TO 9/09</i>
31. Minnesota State Regional Hazardous Material teams	o Provide response and technical assistance at Haz Mat incidents. <i>TO 9/09</i>
32. St. Paul Fire Training Center	o Provide training area for fire training. <i>TO 9/09</i>
33. Ramsey County municipalities	o Share purchase and maintenance of election equipment <i>CC 12/09</i>
34. Arden Hills, Little Canada, Lauderdale, Maplewood, Shoreview and White Bear Lake	o Coordinated a rain barrel/compost bin truckload sale <i>WM 6/10 WJM 5/11</i>
35. 911 Cell Phone Bank	o PD utilizes services to collect and refurbish cell phones donated by the community to the PD's 911 Emergency Cell Phone program <i>RM 9/10</i>
36. Ramsey County Project Lifesaver Program	o Personal locating device service offered to Ramsey County residents <i>RM 9/10</i>
37. Combined CERT (Citizens Emergency Response Team)	o Program into New Brighton's VIPS (Volunteers in Police Services) Program to offer more opportunities to volunteer and train members. <i>RM 9/10</i>
38. League of Minnesota Cities	o Online training for Police Officers <i>RM 1/11</i>
39. Bureau of Criminal Apprehension	o PD partners with the BCA in investigating and combating the exploitation of children through the computer. The BCA provides funding for equipment, training and expenses incurred by law enforcement as a result of such investigations. <i>RM 7/11</i>
40. Ramsey County Narcotic Evidence Disposal	o PD partners with Ramsey County and other suburbs in the disposal of expired prescription medications. <i>RM 7/11</i>
41. Minnesota Department of Public Safety	o PD partners with DPS in the investigation of scams and wire transfer frauds, especially those that originate outside the United States. <i>RM 7/11</i>
42. Ramsey County Homeland Security and Emergency Management	o PD partners with RCHSEM using their mobile command post during critical incidents.
43. Law Enforcement Technology Group	o PD partners with St. Anthony PD in sharing information. <i>RM 7/11</i>
44. Ramsey County Traffic Safety Initiative	o PD partners with other Ramsey County law enforcement agencies in combating drunk driving across the county. <i>RM 7/11</i>
45. Drug Recognition Experts	o PD partners with area law enforcement agencies in loaning on-duty DRE officers in combating narcotics related driving offense. <i>RM 7/11</i>
46. Police Canine Program	o PD partners with area law enforcement agencies in loaning on-duty Police K9 teams for assistance in locating individuals and evidence. <i>RM 7/11</i>
<u>47. Ramsey County East Metro Real Time Information Center (EMRIC)</u>	<u>o PD Partners with EMRIC for covert surveillance camera installation and real time monitoring in targeted locations. <i>RM 10/11</i></u>
<u>48. Ramsey County Elections</u>	<u>o County coordinates 2012 elections. <i>CC 10/11</i></u>
<u>49. City of Lauderdale</u>	<u>o Recreation Services Agreement (April 2011) <i>LB 10/11</i></u>

50. Northwestern College

o Cooperation for field maintenance and field use (May – Oct 2011) LB 10/11

51. North Suburban Soccer Association

o Cooperation for field maintenance and field use (May – Oct 2011) LB 10/11

**2/23/09: Resolution 10691 - Authorizing Examination of Cooperation and Shared Services with Others*

REQUEST FOR COUNCIL ACTION

Date: 10/24/11

Item No.: 7.f

Department Approval

City Manager Approval

WJ Malinen

Item Description: Receive Update of City Grant Applications

BACKGROUND

In May, 2009, Resolution #10711 authorizing the City Manager to execute certain grant applications on behalf of the City and to report any applications to the City Council was adopted. The City has applied for several grants in the past several months.

POLICY OBJECTIVE

To notify the Council of grant applications that the City has applied for in recent months.

STAFF RECOMMENDATION

Receive the report.

REQUESTED COUNCIL ACTION

Receive the report.

Prepared by: **William J. Malinen, City Manager**

Attachments: A: Resolution 10711, Authorizing the City Manager to Execute Certain Grant Applications
 B: List of grant applications and status report

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 18th day of May, 2009, at 6:00 p.m.

The following members were present: Roe, Johnson, Ihlan, Pust and Klausing

and the following were absent: none.

Mayor Klausing introduced the following resolution and moved its adoption:

**RESOLUTION No. 10711
Resolution Authorizing the City Manager to Execute Certain
Grant Applications on behalf of the City of Roseville**

WHEREAS, the City of Roseville has applied for a variety of grants which benefit the City; and

WHEREAS, the Roseville City Council encourages staff to continue to identify and apply for grants as a means to fund the policies, priorities and programs of the City, as established by actions of the Council; and

WHEREAS, grant submittals sometimes require verification of authority to submit an application on behalf of the City, and the required timeframes for submittal sometimes may not allow for Council authorization prior to application deadlines.

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville does hereby authorize the City Manager to execute grant applications on behalf of the City of Roseville in cases where Council authorization is not required or is required but cannot be practically obtained prior to an application deadline, and where any matching funds or other city financial obligation related to the grant are accounted for either in the City budget or by previous Council action; and

BE IT FURTHER RESOLVED, that the City Manager will report any such grant applications to the City Council after the application is submitted.

The motion for the adoption of the foregoing resolution was duly seconded by Member Roe, and upon a vote being taken thereon, the following voted in favor thereof: Roe, Johnson, Ihlan, Pust and Klausing
and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, 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 18th day of May, 2009 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 18th day of May, 2009.



William J. Malinen, City Manager

(Seal)

**City of Roseville
Grant Applications
10/14/11**

Organization/ Agency	Application			Dept	City Requirement	Application Approval		Final			
	Purpose	Amount	Date			By	Date	Agency Denied	Agency Awarded	Amount Awarded	City Accepted
The US Conference of Mayors—Main Street Economic Recovery Survey on Infrastructure Job Potential	Commercial Officer – 1 yr	\$120,000	3/09	PD				2009		0	
MN Dept of Human Rights	Facilitated Training for HRC	\$1,500	4/09	AD	None				7/23/09	\$1,500	
Bureau of Justice Assistance	CSO – 1 yr CITs – 1 yr	\$31,828	4/09	PD	None				7/24/09	\$31,828	04/13/09
COPS Hiring Recovery Program	Three Officers	\$601,500	4/09	PD				9/01/09		0	
MN Dept of Health	Alcohol Compliance Checks	\$3,720	7/09	PD				8/10/09		0	
MN Dept of Health	Alcohol Compliance Checks	\$2,840	4/10	PD	None					0	
US Dept of Homeland Security	Assistance to Firefighters, Fire Station Construction	\$4,927,110	7/09	FD	Land Purchase, Landscaping, Some Bldg Equip, Interior Finishing, Office Equip, Interior Furniture			4/1/2010		0	
MN Office of Justice Programs Recovery Act	New RMS, Mobile, Field Reporting Pkg	\$400,032	7/09	PD	None				2009	\$400,032	09/28/09
MN DEED	Property acquisition, construction segment of TL Pkwy and reconstruction of Prior Avenue	\$1,000,000	8/09	CD	Matching Funds: 1,000,000	CC	07/27/09		11/9/09	\$1,000,000	2/22/10
ARRA Federal Stimulus Recovery Act – Geothermal Technologies	Extension of Geothermal to Mtnce	\$1,154,480	8/09	PW	Matching Funds 1,154,480	CC	07/27/09	10/09		0	

Organization/ Agency	Application			Dept	City Requirement	Application Approval		Final			
	Purpose	Amount	Date			By	Date	Agency Denied	Agency Awarded	Amount Awarded	City Accepted
Program Grant	Bldg & City Hall										
Ramsey County Sheriff's Office and the Minnesota Department of Public Safety	Overtime for Safe & Sober participation	\$52,170		PD	None	CC	10/19/09		10/19/09	\$52,170	10/19/09
Ramsey County Environmental Response Fund	Brownfields cleanup	\$30,000	8/09	CD	N/A				09/09	\$30,000	12/21/09
Metropolitan Council Livable Communities Program	Site acquisition, stormwater management, and pedestrian improvements associated with Sienna Green Phase 2	\$297,100	8/09	CD	N/A	CC	9/14/2009		1/13/10	\$202,100	6/28/10
Ramsey County Environmental Response Fund	Brownfields Cleanup	\$344,570	11/06	CD	N/A				12/01/09	\$180,570	3/08/10
Lakeridge	Defibrillator	\$500	3/09	PD	None				03/09	\$500	04/13/09
Kiwanis	Defibrillator	\$500	3/09	PD	None				03/09	\$500	04/13/09
TCF	Defibrillator	\$1,000	6/09	PD	None				06/09	\$1,000	06/09
MN Dept of Human Rights	Community Outreach	\$1,500	9/09	AD	None				10/22/09	\$1,500	Yes
MN Dept of Human Rights	Civic Engagement	\$1,500	12/09	AD	None				01/10	\$1,500	
MN Pollution Control Agency	Stipend for Two GreenCorps Volunteers	0	7/09	AD, PR, PW	Office space, support	CC	7/20/09	9/09		0	
Minnesota Department of Agriculture	Forest Protection Grant for Emerald Ash Borer	\$100,000		PR	15% In-Kind or Cash Match				1/15/10	\$50,000	1/11/10
US Dept of Homeland Security	BearCat Vehicle for SWAT	\$227,557	02/10	PD	0				Yes	\$227,557	02/10
Granite Foundation	Partial Funding to Purchase an ATV to	\$5,000	03/09	PD	\$6,000				06/09	\$5,000	04/13/09

Organization/ Agency	Application			Dept	City Requirement	Application Approval		Final			
	Purpose	Amount	Date			By	Date	Agency Denied	Agency Awarded	Amount Awarded	City Accepted
	replace golf cart used to patrol parks										
Target Corporation	Funding for Shop with a Cop, Citizen's Academy, and National Night to Unite	\$3,500		PD	Ongoing- typically provided on an annual basis					0	
MN Office of Traffic Safety	In-Squad Cameras	\$52,000	09/10	PD	0				Yes	\$52,000	09/10
Ramsey County UASI Project	Emergency Operations Center Equipment	\$36,695	1/10	FD	None				3/2010	\$7650	4/1/201
Assistance to Firefighters Grants (AGF)	CPR devices	\$12,200	3/09	FD	\$4,880			4/2/2010		0	
Federal Appropriation	Twin Lakes infrastructure	\$1,000,000	4/09		None				12/09	\$1,000,000	
State of Minnesota- Dept of Homeland Security	Fire Corps Program	\$6,600	3/10	FD	None		3/10			0	
DEED Contamination Investigation& RAP Development Grant	Site assessment at PIK Site	\$50,000	5/10	CD	50% match to be paid my McGough	Council	4/26/10		6/10	\$50,000	12/10
Rice Creek Watershed District	Cost share for drainage improvements	\$50,000	5/09	PW	Remainder of project costs				3/10	\$50,000	5/10
Ramsey Conservation District	Wetland restoration Rain Gardens	0	5/09	PW	Remainder of project costs				4/10	\$27,165	5/10
Metropolitan Council Environmental Services	Sanitary Sewer Infrastructure Improvements	\$50,000	7/10	PW	>50% match					0	
Ramsey County Environmental Response Fund	Brownfields Cleanup	\$83,000	6/10	CD	None				7/10	\$83,000	
Minnesota Department of Public Safety	First Responder Reimbursement Program	0	09/10	FD	None			9/1/2010		0	
Ryan Companies	Purchase of Defibrillator	\$500	07/10	PD	0				Yes	\$500	
Dept of Public Safety	Safe & Sober	\$20,000	02/09	PD	0				Yes	\$20,000	2/09
Target Corporation	McGruff Costume	\$1,000	07/10	PD	0				Yes	\$1,000	8/10
2010 US DOJ—COPS	Three add'l officers	\$552,126		PD			6/10	Denied		0	

Organization/ Agency	Application			Dept	City Requirement	Application Approval		Final			
	Purpose	Amount	Date			By	Date	Agency Denied	Agency Awarded	Amount Awarded	City Accepted
Ofc											
Ramsey County SCORE Grant	Encourage Recycling	\$70,207	11/09	AD	0	12/09	11/09		12/09	\$70,207	
Ramsey County SCORE Grant	Encourage Recycling	\$70,327	10/10	AD	0	12/10	10/10		12/10	\$70,327	
Ramsey County Be Active! Be Green! Recycling Container Project	Encourage Recycling in Public Places (45 bins @ \$302.90 ea)	\$13,630	9/10	AD	0	9/10	9/10		10/10	13,630.	
Metropolitan Council	Construction Costs for Sienna Green II	\$300,000	7/10	CD	0				12/10	\$300,000	6/11
Metropolitan Council (State bonding money sought by Metro Cities)	Sanitary Sewer Inflow and Infiltration Reduction (expected only \$50,000)	\$124,000	12/10	PW	\$156,662				1/11	\$156,662	
TED Transportation Grant	Twin Lakes 35W Ramp Improvements	\$675,000	12/10	PW	\$289,000			1/11		0	
Metro Regional Arts Council	Summer Entertainment	\$5,000	1/11	PR	\$1,250						
Private Citizen Donation	Police K9 Program	\$10,000	3/11	PD	0					\$10,000	04/11
St. Paul K9 Foundation	Police K9 Program	\$6,000	3/11	PD	0					\$6,000	04/11
MN Dept of Public Safety	Safe & Sober, Click It or Ticket, HEAT	\$52,000	09/11	PD	0	09/10	09/10			\$52,000	10/10
Ramsey County Homeland Security and Emergency Management	Replacement 800 MHz radio equipment	\$ 30,000	3/11	PD	0				3/11	\$30,000	4/11
Metropolitan Council	Twin Lakes 35w	\$964,000	7/11	PW	20%	7/11	12/11				

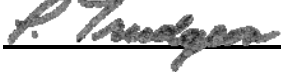
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REQUEST FOR COUNCIL ACTION

DATE: 10/24/2011

ITEM NO: 7.g

Department Approval



City Manager Approval



Item Description: Request by CSM Investors, LLC for approval of outdoor storage as a **conditional use** at 2360 County Road C (PF11-025).

1.0 REQUESTED ACTION

The applicant proposes to store siding and roofing materials in a fenced area behind the building if the outdoor storage is approved as a CONDITIONAL USE.

Project Review History

- Application submitted and determined complete: September 1, 2011
- Sixty-day review deadline: October 31, 2011
- Planning Commission recommendation (7-0 to approve): October 5, 2011
- Project report prepared: October 18, 2011
- Anticipated City Council action: October 24, 2011

2.0 SUMMARY OF RECOMMENDATION

The Planning Division concurs with the recommendation of the Planning Commission to approve the proposed CONDITIONAL USE; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a resolution approving the proposed CONDITIONAL USE, pursuant to §1005.03 (Commercial Uses) and §1009.02 (Conditional Uses) of the City Code; see Section 8 of this report for the detailed action.

4.0 BACKGROUND

- 4.1 The property at 2360 County Road C, located in City Planning District 11 has a Comprehensive Plan designation of Industrial (I) and a corresponding zoning classification of Industrial (I) District, in which outdoor storage requires approval as a CONDITIONAL USE.
- 4.2 Section 1009.02E of the City Code requires the applicant to validate an approval of the CONDITIONAL USE by beginning site work related to the proposed outdoor storage area. If the approval has not been validated within 1 year, the approval will expire and become void.

5.0 CONDITIONAL USE ANALYSIS

- 5.1 REVIEW OF GENERAL CONDITIONAL USE CRITERIA: Section 1009.02C of the City Code establishes general standards and criteria for all conditional uses, and the Planning Commission and City Council must find that each proposed conditional use does or can meet these requirements. The general standards are as follows:
- a. *The proposed use is not in conflict with the Comprehensive Plan.* By its recommendation, the Planning Commission has found that the proposed outdoor storage does not conflict with the Comprehensive Plan, even though it may not necessarily *advance* the goals of the Comprehensive Plan beyond facilitating continued profitability of an industrial property.
 - b. *The proposed use is not in conflict with a Regulating Map or other adopted plan.* The proposed use is not in conflict with such plans because none apply to the property.
 - c. *The proposed use is not in conflict with any City Code requirements.* The Planning Commission found that the proposed outdoor storage area can and will meet all applicable City Code requirements; moreover, a CONDITIONAL USE approval can be rescinded if the approved use fails to comply with all applicable Code requirements or any conditions of the approval.
 - d. *The proposed use will not create an excessive burden on parks, streets, and other public facilities.* The proposed outdoor storage essentially represents expanded capacity of the existing building material distribution use, but Planning Division staff does not expect the proposed to intensify any practical impacts on parks, streets, or public infrastructure; the Planning Commission supported this finding by recommending that the proposed CONDITIONAL USE be approved.
 - e. *The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.* Planning Division staff anticipates that if the outdoor storage area is approved, it could add vehicle trips to the local road network each day; some could argue that the additional vehicles constitute a negative impact on traffic (and a violation of this general criterion), but the Planning Commission's finding in item "d" above is that the potential, additional traffic would not impose an excessive burden on the public street infrastructure. Aside from the potential for some additional traffic, visual clutter seems to be the only other source of impact to surrounding properties, and the zoning code's specific requirements for outdoor storage areas should address this concern.

- 5.2 REVIEW OF SPECIFIC CONDITIONAL USE CRITERIA: Section 1009.02D of the City Code establishes additional standards and criteria that are specific to drive-through facilities; they are as follows.
- a. *Areas of outdoor activity or storage shall be located to the side or rear of buildings and shall not be located between the principal use and the primary public street.* The proposed outdoor storage area is at the rear of the building, adjacent to the railroad tracks and facing other industrial properties; this location should not be visible from the public street.
 - b. *Areas of outdoor activity or storage shall be screened by a solid opaque wall or fence at least 8 feet in height.* The proposed fencing illustrated with the site plan (included with this staff report as Attachment C) is consistent with this requirement.
 - c. *Aggregates and other granular materials shall be stored in such a way that prevents erosion.* Aggregates or granular materials are not proposed to be stored outdoors.
 - d. *The Planning Commission and City Council shall give special consideration to the height of equipment and materials stored outside and its visibility from nearby properties and roadways.* The proposal indicates that the outdoor building materials would be kept at or below the top of the proposed fence.
- 5.3 Roseville's Development Review Committee, a body comprising staff from various City departments, met on September 8th to review and discuss the proposal. The main comments which have not been addressed above are as follows:
- a. Stack heights of materials stored outdoors should be limited to 8 feet so as to not protrude above the screen fence.
 - b. Pending review by the Fire Marshal, the storage area access gate may need to be wide enough to allow access by fire apparatus.
- 5.4 Review of the proposed outdoor storage area against the CONDITIONAL USE standards and criteria leads Planning Division staff to conclude that the use can meet all pertinent requirements. Some of the requirements (e.g., height of the stacks of materials, storage of erodible materials, etc.) may be best addressed with conditions of approval to ensure that the Planning Commission and City Council can review any changes to the proposal in the future as new CONDITIONAL USE applications.

6.0 PUBLIC COMMENT

The duly-noticed public hearing for this application was held on October 5, 2011; no members of the public were in attendance to comment on the proposed CONDITIONAL USE. After closing the public hearing, the Planning Commission voted unanimously (i.e., 7-0) to recommend approval of the proposed outdoor storage; draft minutes of the public hearing are included with this staff report as Attachment D. At the time this report was prepared, Planning Division staff has received no comments or questions about the proposal from members of the public.

7.0 RECOMMENDATION

Based on the comments and findings outlined in Sections 4 – 6 of this report, the Planning Division concurs with the recommendation to approve the proposed CONDITIONAL USE pursuant to §1004.07 and §1009.02 of the Roseville City Code, with the following conditions:

- a.** Materials stored outdoors shall be finished goods and shall be arranged in stacks not more than 8 feet in height;
- b.** The minimum width of the gate shall meet the approval of the Fire Marshal for access by fire apparatus if deemed necessary; and
- c.** Loose or granular materials shall not be stored outdoors.

8.0 SUGGESTED ACTION

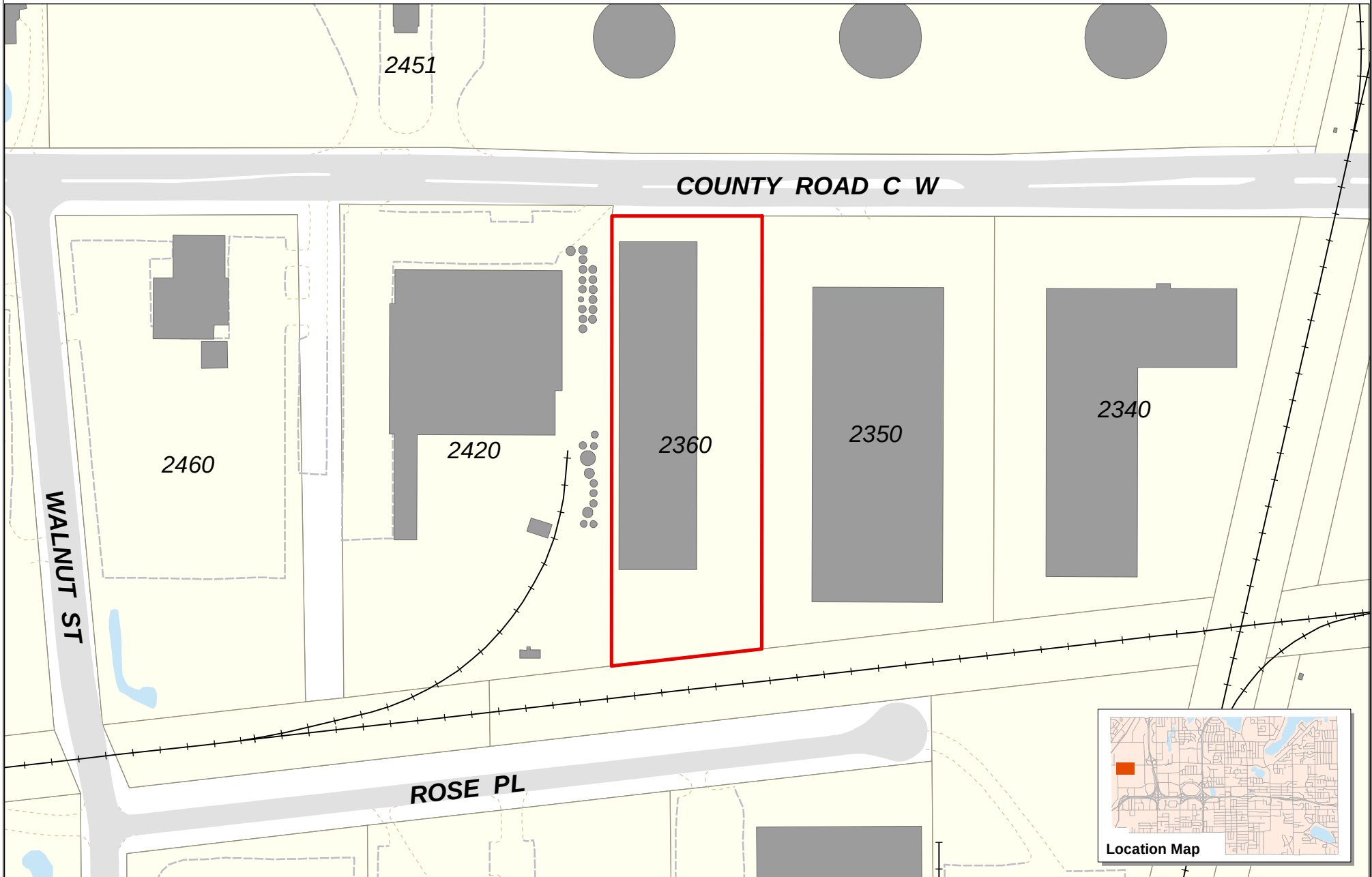
Adopt a resolution approving outdoor storage as a CONDITIONAL USE at 2360 County Road C, based on the comments and findings of Sections 4 – 6 and the recommendation of Section 7 of this staff report.

Prepared by: Associate Planner Bryan Lloyd

Attachments: A: Area map
B: Aerial photo

C: Proposal details
D: 10/5/2011 public hearing minutes
E: Draft resolution

Attachment A: Location Map for Planning File 11-025



Prepared by:
Community Development Department
Printed: September 21, 2011



Site Location

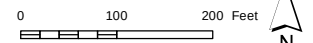
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (9/1/2011)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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mapdoc: planning_commission_location.mxd

Attachment B: Aerial Map of Planning File 11-025



Prepared by:
Community Development Department
Printed: September 16, 2011



Site Location

Data Sources

* Ramsey County GIS Base Map (9/1/2011)
* Aerial Data: Kucera (4/2009)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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0 100 200 Feet





CSM

500 Washington Avenue South, Suite 3000
Minneapolis, MN 55415

DEVELOPING REAL ESTATE FOR PEOPLE,
BUSINESS & COMMUNITIES

Application: Conditional Use Permit
Location: Gateway West I Business Center
Address: 2360 West County Road C
Applicant: CSM Corporation

August 31, 2011

Introduction

Norandex is an existing tenant that occupies 60,000 sf of the Gateway West I Business Center at 2360 West County Road C. The purpose of this Conditional Use Permit application is to obtain approval to allow Norandex to enclose a portion of the site for use as outdoor storage.

Existing Use of the Property

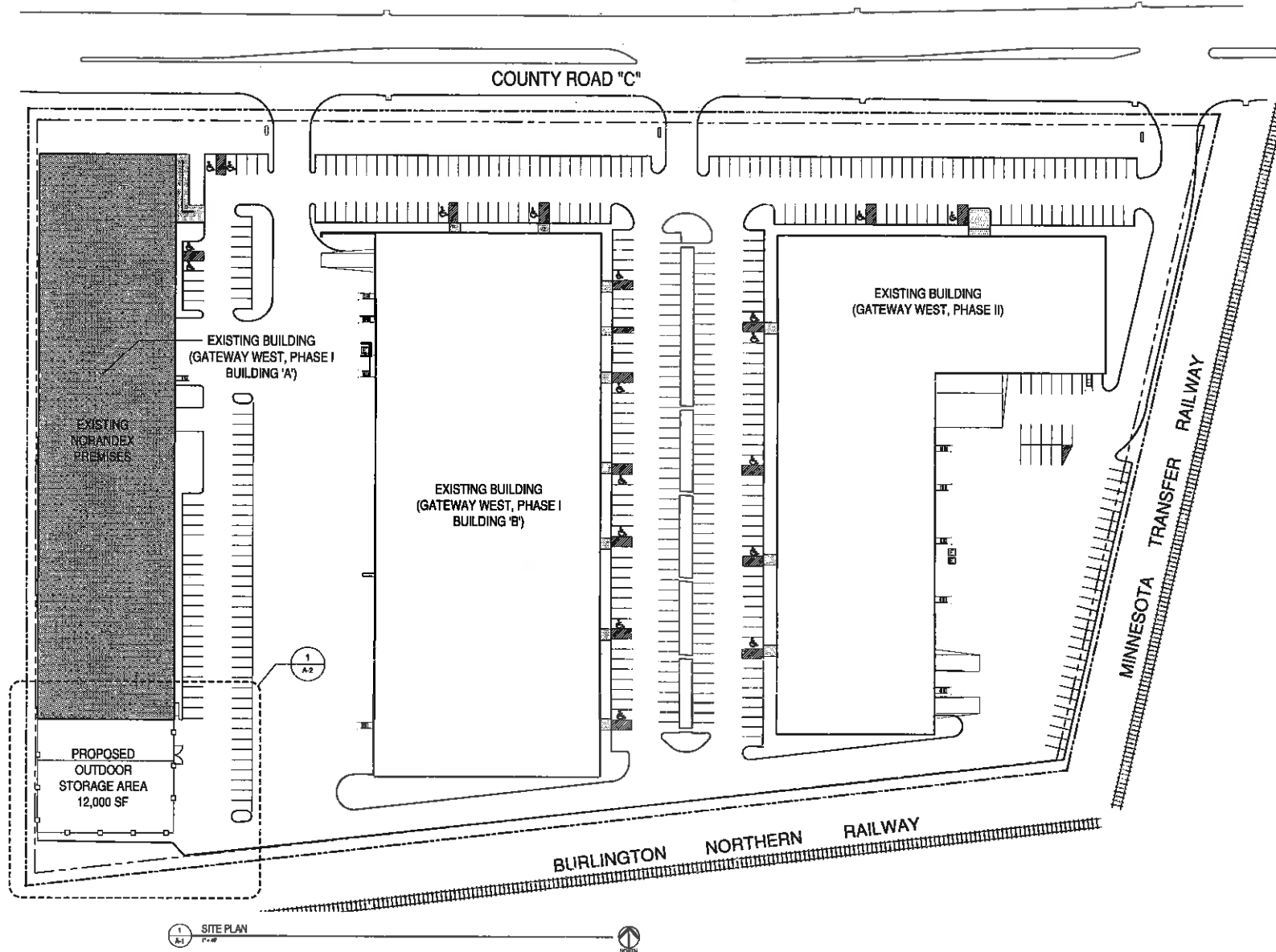
The existing property is zoned industrial which allows for manufacturing, assembly, processing, warehousing, laboratory, distribution, and related office uses. Norandex, the subject tenant, is the leading distributor of exterior building products in the United States. The Roseville location uses the premises for office functions, warehousing and limited distribution. These uses are all permitted within the I-2 zoning classification.

Proposed Use of the Property

CSM seeks approval for the creation of an outdoor storage area for the existing tenant, Norandex. Outdoor storage is a conditional use in the I-2 zoning district. The proposed addition of outdoor storage is not in conflict with the comprehensive plan or any regulating maps or adopted plans. The proposed outdoor storage meets all of the City of Roseville's requirements for outdoor storage. The outdoor storage is located behind the building and is not positioned between the principal use and the primary public street. The proposed enclosing fence is an 8 foot high solid opaque, board-on-board wood fence. No aggregates or granular materials will be stored. The proposed storage of building materials will be fully screened and will not be piled higher than the 8 foot high fencing. The adjacent properties to the east and west are zoned industrial as well. The adjacent property to the south is zoned industrial and has a heavily wooded area that screens our site.

Reasons why the City should approve this use

The City of Roseville should approve this use because the outdoor storage meets all the conditions as stated in the City Zoning Code. Norandex is a long-term tenant in Roseville and requires this additional storage to remain in the business center as outdoor storage is a condition of their lease extension.

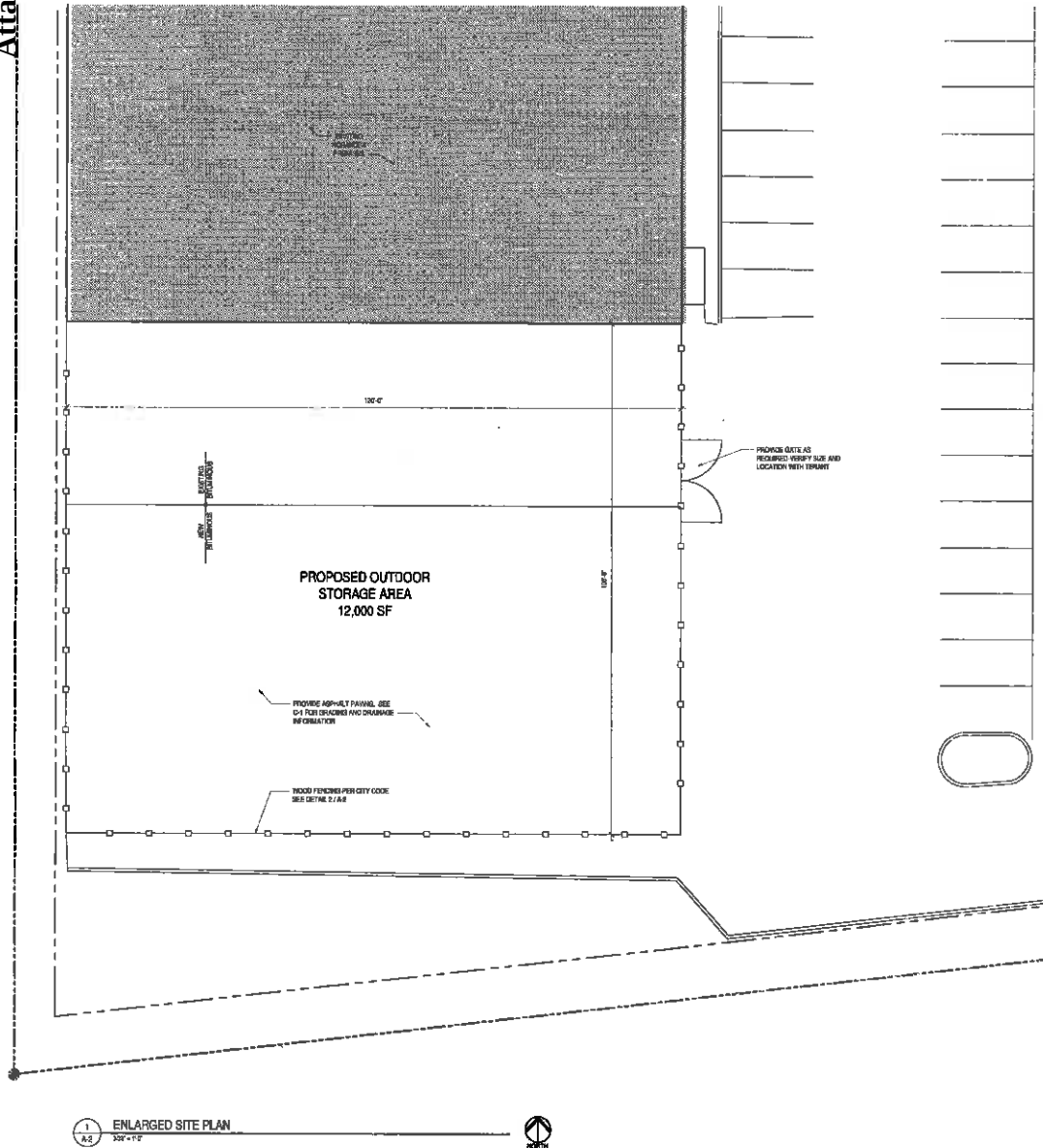


NORANDEX OUTDOOR STORAGE GATEWAY WEST BUSINESS CENTER PHASE I 2300 COUNTY ROAD "C" ROSEVILLE, MINNESOTA

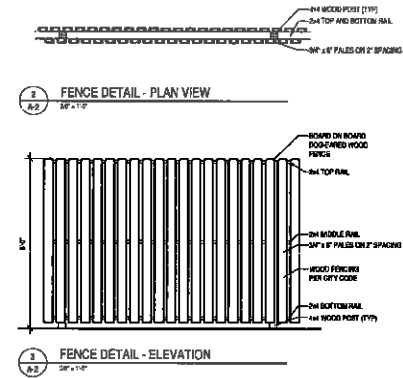
DATE: AUGUST 31, 2011
 DRAWN BY: PAUL KEMPTON
 CHECKED BY: JOHN FERRIER

CSM
 550 Westington Avenue North, Suite 3000
 Minneapolis, MN 55415
 Tel: (612) 285-7000 Fax: (612) 285-7000
 DEVELOPING IDEAS. BETTER FOR PEOPLE.
 SUPPORTS A COMMUNITY.

A-1



1 ENLARGED SITE PLAN
A-2 3/8" = 1'-0"



NORANDEX OUTDOOR STORAGE
GATEWAY WEST BUSINESS CENTER
THREE
2350 COUNTY ROAD 10
ROBEVILLE, MINNESOTA

DATE: AUGUST 31, 2011
DRAWN BY: PAUL KEMPTON
CHECKED BY: JOHN FERRIER

CSM
320 Washington Avenue South, Suite 7000
Minneapolis, MN 55415
Phone: (612) 295-7000 Fax: (612) 295-2002
SERVING THE LOCAL, REGIONAL AND NATIONAL COMMUNITIES

A-2

PLANNING FILE 11-025**Request by CSM Investors, LLC for approval of outdoor storage as a CONDITIONAL USE at 2360 County Road C**

Chair Boerigter opened the Public Hearing at 6:35 p.m.

Associate Planner Bryan Lloyd summarized the request of CSM Investors, LLC for approval of outdoor storage as a CONDITIONAL USE at 2360 County Road C West for proposed storage of siding and roofing materials in a fenced area behind the building.

Staff recommended approval of the proposed CONDITIONAL USE; based on the comments and findings of Section 4-6 and the recommendation of Section 7 of the staff report.

Member Boguszewski pointed out an error in the introductory statement in Section 5.2.a of the staff report (page 2 of 3), and confirmed by Mr. Lloyd that the first “not” in that sentence should be struck.

At the request of Member Boguszewski for clarification on projected traffic for ingress and egress to the site, Mr. Lloyd suggested that the applicant answer that question. However, from staff’s perspective, Mr. Lloyd advised that outdoor storage in terms of land use on the parcel would essentially be the same as indoor storage; and should create no additional traffic, since the CONDITIONAL USE was a permitted use, and this request to move storage from inside to outside, not to expand their storage capacity, and therefore it should create no additional traffic issues.

In Section 5.1.b (actually 5.3.b, page 3 of 3) of the staff report, Member Boguszewski questioned if staff considering strengthening this comment as a condition to ensure widening the access gate for emergency apparatus.

Mr. Lloyd advised that, while there were some issues that remained pending, it was yet to be determined if any additional gate width was needed; however, he noted that the applicant’s plans indicated that the gate would be widened as necessary to comply with City Code.

Chair Boerigter sought further clarification on this issue; with Mr. Lloyd advising that the Fire Marshal had been unavailable during the initial Development Review Committee (DRC) review; but that the Building Official had indicated some widening may be required; however, it remained a pending item that would be addressed by staff at an administrative level as part of finalizing the application and permit issue processes.

In Section 5.2.c (pages 2 and 3), Chair Boerigter questioned if more specificity was needed to define aggregates or granular materials.

Mr. Lloyd advised that he recalled some inter-changeability of those terms in Zoning Code definitions, or in Conditional Use requirements; but offered to revise the terms in this context if so directed by the Commission.

Applicant, John Ferrier, CWM representative for owner

Mr. Ferrier thanked staff for working with the applicant on this request; and advised that the applicant had reviewed the staff report and was in agreement with its findings and conditions.

Regarding outdoor storage materials, Mr. Ferrier advised that the materials would be bundled shingles and siding, not loose materials; and recalled that City Code referred to loose or granular

materials interpreted as sand or landscaping materials, neither of which would be involved in this request.

Regarding increased truck trips, Mr. Ferrier opined that there would be no significant traffic increase. Mr. Ferrier advised that the reason for needing the outdoor storage was to relocate those materials from inside their facility to provide space for one of their design components.

Related to the gate width, Mr. Ferrier advised that the applicant was amenable to make it as wide as necessary to meet City standards; and fully intended to have this width confirmed during the permitting process.

Chair Boerigter closed the Public Hearing at 6:45 p.m., with no one appearing for or against.

MOTION

Member Wozniak moved, seconded by Member Cook seconded, to RECOMMEND TO THE CITY COUNCIL approval of outdoor storage at 2360 County Road C; based on the comments and findings of Section 4-6 and the recommendation of Section 7 of the staff report dated October 5, 2011.

Chair Boerigter offered a friendly amendment, accepted by the makers of the motion, that staff corrects the staff report prior to proceeding to the City Council for approval, by revising the typographical error in Section 5.1's introductory statement.

Ayes: 7

Nays: 0

Motion carried.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 24th day of October 2011 at 6:00 p.m.

The following Members were present: _____;
and _____ were absent.

Council Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION NO. _____
A RESOLUTION APPROVING OUTDOOR STORAGE AS A CONDITIONAL USE AT
2360 COUNTY ROAD C (PF11-025)**

WHEREAS, BHJN, LLC, applicant for approval of the proposed conditional use, owns the property at 2435-2459 Rice Street, which is legally described as:

**PIN: 08-29-23-21-0012
Gateway West Business Center – Roseville, Lot 1 Block 1**

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CONDITIONAL USE on October 5, 2011, voting 7-0 to recommend approval of the use based on the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that approval of the proposed CONDITIONAL USE will not result in adverse impacts to the surrounding properties based on the following findings:

- a. While outdoor storage as proposed might not advance the goals of the Comprehensive Plan aside from representing continuing investment in an industrial property, it does not conflict with the Comprehensive Plan;
- b. The proposed use is not in conflict with a Regulating Map or other adopted plan because no such plans apply to the area surrounding the property;
- c. The proposed use is not in conflict with City Code requirements since permits will not be issued if the plans fail to meet all of the relevant requirements and, moreover, the conditional use approval can be rescinded if the use or the property fails at any time to comply with all applicable Code requirements or conditions of the approval;
- d. The proposed outdoor storage essentially represents expanded capacity of the existing building material distribution use, and so should not intensify any practical impacts on parks, streets, or public infrastructure;
- e. The outdoor storage area could add vehicle trips to the local road network, but the potential, additional traffic would not impose an excessive burden on the public

street infrastructure. Aside from some additional traffic from the expanded industrial distribution use, visual clutter seems to be the only other source of potential harm to public health, safety, and general welfare, and the zoning code's specific requirements for outdoor storage areas should address this concern;

- f.** The proposed outdoor storage area is at the rear of the building, adjacent to the railroad tracks and facing other industrial properties; this location should not be visible from the public street;
- g.** The proposed fencing is consistent with the requirement that be screened by a solid opaque wall or fence at least 8 feet in height;
- h.** Aggregates or granular materials are not proposed to be stored outdoors; and
- i.** The proposal indicates that the outdoor building materials would be kept at or below the top of the proposed fence.

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed outdoor storage at 2360 County Road C as a CONDITIONAL USE in accordance with Section §1009.02 of the Roseville City Code, subject to the following conditions:

- a.** Materials stored outdoors shall be finished goods and shall be arranged in stacks not more than 8 feet in height;
- b.** The minimum width of the gate shall meet the approval of the Fire Marshal for access by fire apparatus if deemed necessary; and
- c.** Loose or granular materials shall not be stored outdoors.

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

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – CSM Investors outdoor storage, 2360 County Road C (PF11-025)

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 24th day of October 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 24th day of October 2011.

William J. Malinen, City Manager

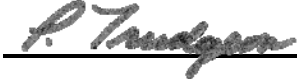
(SEAL)

REQUEST FOR COUNCIL ACTION

DATE: **10/24/2011**

ITEM NO: 7.h

Department Approval:



City Manager Approval:



Item Description: **Currency Exchange License Renewal for 2012: Pawn America Minnesota, LLC**

1.0 REQUESTED ACTION

1.1 The following organization has applied to the Minnesota Department of Commerce and the City of Roseville for the annual renewal and approval of their Currency Exchange Licenses for the calendar year 2012:

- **Pawn America Minnesota LLC, (License #20186066), 1715 North Rice Street**

1.2 Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the municipality in which the currency exchange conducts business. The law further requires the governing body of the municipality to render a decision regarding the renewal of the license within 60 days.

1.3 State Statutes also require the City to published notice of its intention to consider the issue and solicit testimony from interested persons prior to taking action on the renewal.

2.0 BACKGROUND

2.1 Minnesota Statute 53A.04(a) states: "Within 30 days after receipt of a completed application, the commissioner shall deny the application or submit the application to the governing body of the local unit of government in which the applicant is located or is proposing to be located. The commissioner may not approve the application without the concurrence of the governing body. The governing shall give published notice of its intention to consider the issue and shall solicit testimony from interested persons, including those in the community in which the applicant is located or proposing to be located. If the governing body has not approved or disapproved the issue within 60 days of receipt of the application, concurrence is presumed. The commissioner must approve or disapprove the application within 30 days from receiving the decision from the governing body. The governing body shall have the sole responsibility of its decision. The state shall have no responsibility for that decision."

3.0 STAFF COMMENTS

3.1 The Community Development Staff and City Attorney have reviewed the request and determined that the request falls under the guidelines of permitted use within the Community Business zoning district as a bank or financial institution.

35 3.2 The Roseville Police Department has completed a review of the Pawn America site and
36 has not experienced any incidents of concern at this site and will continue to work closely
37 with Pawn America and their check cashing operation. The Roseville Police Department
38 does receive calls from time to time pertaining to occurrences on the property.

39 **4.0 STAFF RECOMMENDATION**

40 4.1 Staff recommends that the Roseville City Council approve the requests of Pawn America
41 Minnesota LLC, 1715 North Rice Street to renew their licenses to operate currency
42 exchange businesses, in the City of Roseville for the 2012 calendar year.

43 **5.0 SUGGESTED CITY COUNCIL ACTION**

44 5.1 By motion, recommend approval of the requests by **Pawn America Minnesota LLC,**
45 **1715 North Rice Street, Roseville to renew their licenses to operate currency**
46 **exchange businesses in Roseville for the 2012 calendar year.**

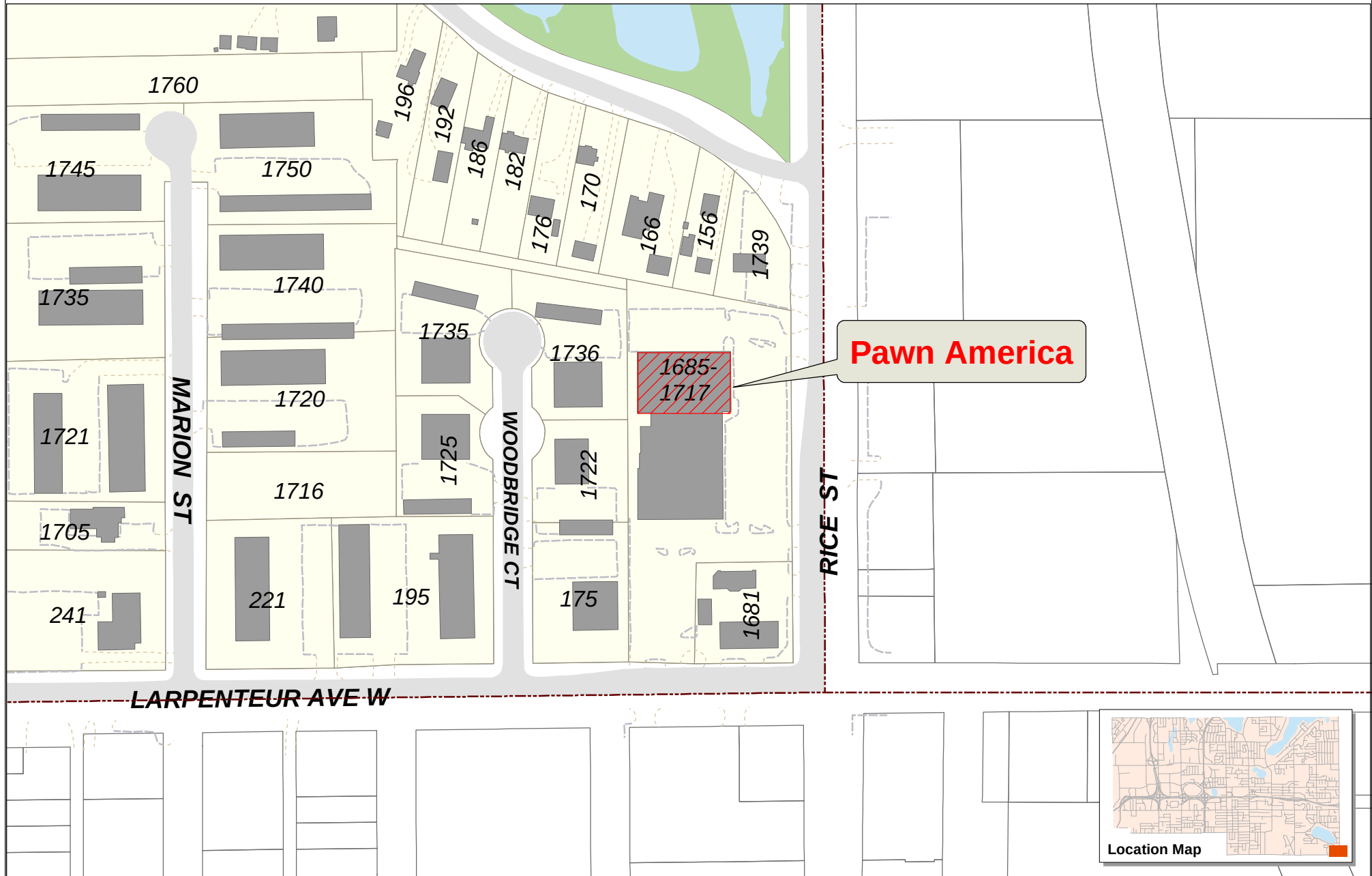
47 .

Prepared by: City Planner Thomas Paschke

Attachments: A: Area map
B: Police Response

Currency Exchange License Renewal 2012

Attachment A



Prepared by:
Community Development Department
Printed: October 17, 2011



Site Location

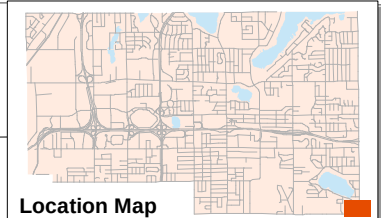
Comp Plan / Zoning
Designations
LR / R1

Data Sources

* Ramsey County GIS Base Map (10/3/2011)
For further information regarding the contents of this map contact:
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2660 Civic Center Drive, Roseville MN

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0 100 200 Feet

mapdoc: planning_commission_location.mxd

Lt. Erika Scheider
Investigative Case Coordinator
Roseville Police Department
2660 Civic Center Drive
Roseville, Minnesota 55113
Desk: 651-792-7213
E-mail: erika.scheider@ci.roseville.mn.us

Roseville Police
Criminal
Investigations Unit

Memo

To: Thomas Paschke
From: Lt. Erika Scheider
CC: Chief Mathwig
Date: 10/13/2011
Re: Pawn America currency exchange renewal

I reviewed police calls for service and investigations originating from Pawn America, located at 1715 North Rice Street, for the last year. There were no incidents of concern. Pawn America has been cooperative and responsive to all police requests.

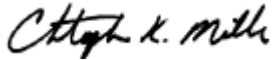
Pawn America continues to meet the surveillance requirements of the Roseville city ordinance. The cameras adequately cover the interior of Pawn America and the exterior parking lot. The system is sufficient quality to aid law enforcement in investigations.

Please let me know if you have any questions or concerns.

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 7.1

Department Approval



City Manager Approval



Item Description: Approve a 3-Year Audit Services Agreement with Kern DeWenter Viere (KDV)

BACKGROUND

State Statute requires all municipalities to obtain an independent annual financial audit. The current audit services contract expired at the conclusion of the most recent audit. In accordance with the City's Professional Services Policy, City Staff prepared and issued a request for proposal (RFP) to qualified firms in the metro area. We received five responses. Each of these responses was evaluated by the Finance Director and Assistant Finance Director based on the following criteria:

- 1) Experience in municipal audits for cities our size
- 2) Experience in the Government Finance Officers Association 'Excellence in Financial Reporting' award program
- 3) Experience and strength of the assigned audit team
- 4) Overall price

Overall price quotes for the cumulative 3-year period ranged from \$93,180 to \$114,200. From the list of respondents, City Staff selected 2 finalists to interview. The finalists included the firms of; Kern DeWenter, Viere (KDV), and Malloy, Montague, Karnowski, and Radosevich (MMKR). MMKR was the most recent City Auditor.

At the conclusion of the interviews Staff also sought input from various cities regarding their engagements with these two firms. Based on that input, along with the information provided during the interview and in the RFP, City Staff recommends that the City hire KDV as the City Auditor for the Fiscal Year 2011-2013.

Enclosed is an Engagement Letter with KDV. A standard Professional Services Agreement will also be entered into consistent with the City's Professional Services Policy. That Agreement is expected to be executed in the next week.

POLICY OBJECTIVE

A 3-year term for Audit Services is consistent with the City's Professional Services Policy.

FINANCIAL IMPACTS

The 3-year audit services agreement with KDV calls for a fee of \$30,400 in 2011, \$31,060 for 2012, and \$31,720 for 2013. The 2012 & 2013 Preliminary Budget can accommodate the proposed fee.

31 **STAFF RECOMMENDATION**

32 Staff recommends the Council authorize City Staff to approve a new 3-year agreement with the CPA firm
33 of KDV as submitted and detailed above.

34 **REQUESTED COUNCIL ACTION**

35 Motion to authorize City Staff to approve a 3-year agreement for audit services with KDV including the
36 standard Professional Services Agreement.

37

Prepared by: Chris Miller, Finance Director

Attachments: A: Audit Engagement Letter with KDV

38 B.10/21/11 email with supplemental information on contract



October 19, 2011

The Honorable Mayor and City Council
c/o Mr. Christopher Miller, Finance Director
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Dear Mr. Miller:

We are pleased to confirm our understanding of the services we are to provide the City of Roseville, Minnesota, (the "City") for the year ended December 31, 2011. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information, which collectively comprise the basic financial statements of the City as of and for the year ended December 31, 2011. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with U.S. generally accepted auditing standards. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Funding Progress – Other Post Employment Benefits

Expert advice. When you need it.™

Certified Public Accountants
Wealth Management
Payroll Services
Business Valuation
Technology Solutions

Twin Cities
3800 American Boulevard W.
Suite 1050
Bloomington, Minnesota
55403
Phone: 952.563.6900
Fax: 952.563.6601

St. Cloud
220 Park Avenue S.
P.O. Box 1301
St. Cloud, Minnesota
56302
Phone: 320.251.2910
Fax: 320.251.1794

www.kdv.com

877.912.7696

Technology Help Desk:
866.400.6426

We have also been engaged to report on supplementary information other than RSI which also accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining and Individual Fund Financial Statements and Schedules
2. Supplemental Schedules

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance.

1. Introductory Section of the Comprehensive Annual Financial Report
2. Statistical Section of the Comprehensive Annual Financial Report

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with U.S. generally accepted auditing standards and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for management decisions and functions; for designating an individual with suitable skill, knowledge or experience to oversee our financial statement preparation services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees and Other

We may from time-to-time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Kern, DeWenter, Viere, Ltd. and constitutes confidential information. However, we may be requested to make certain audit documentation available to oversight, regulatory or state agencies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of Kern, DeWenter, Viere, Ltd.'s personnel. Furthermore, upon request, we may provide photocopies of selected audit documentation to oversight, regulatory or state agencies. The oversight, regulatory or state agencies may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies. This engagement letter includes your authorization for us to supply you with electronically formatted financial statements or drafts of financial statements, financially sensitive information, spreadsheets, trial balances or other financial data from our files, upon your request.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight, regulatory or state agencies. If we are aware that a federal awarding agency, pass-through entity or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

If you intend to publish or otherwise reproduce the financial statements and make reference to our Firm name, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed. Additionally, if you include our report or a reference to our Firm name in an electronic format, you agree to provide the complete electronic communication using or referring to our name to us for our review and approval prior to distribution.

During the course of our engagement, we will request information, and explanations from management regarding the City's operations, internal controls, future plans, specific transactions and accounting systems and procedures. At the conclusion of our engagement we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false representations could cause us to expend unnecessary efforts or could cause a material error or a fraud to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the City's financial statements that we may fail to detect as a result of false or misleading representations that are made to us by management.

Matt Mayer is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be \$ 30,400. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

Any disputes between us that arise under this agreement, or for a breach of this agreement or that arise out of any other services performed by us for you, must be submitted to nonbinding mediation before either of us can start a lawsuit against the other. To conduct mediation, each of us shall designate a representative with authority to fully resolve any and all disputes, and those representatives shall meet and attempt to negotiate a resolution of the dispute. If that effort fails, then a competent and impartial third party acceptable to each side shall be appointed to hold and conduct a nonbinding mediation proceeding. You and we will equally share in the expenses of the mediator and each of us will pay for our own attorney's fees, if any. No lawsuit or legal process shall be commenced until at least 60 days after the mediator's first meeting with the parties.

The nature of our engagement makes it inherently difficult, with the passage of time, to present evidence in a lawsuit that fully and fairly establishes the facts underlying any dispute that may arise between us. We both agree that notwithstanding any statute of limitation that might otherwise apply to a claim or dispute, including one arising out of this agreement or the services performed under this agreement, or for breach of contract, fraud or misrepresentation, a lawsuit must be commenced within twenty-four (24) months after the date of our report. This twenty-four (24) month period applies and starts to run on the date of each report, even if we continue to perform services in later periods and even if you or we have not become aware of the existence of a claim or the basis for a possible claim. In the event that a claim or dispute is not asserted at least sixty (60) days before the expiration of this twenty-four (24) month period, then the period of limitation shall be extended by sixty (60) days, to allow the parties to conduct non-binding mediation.

Our role is strictly limited to the engagement described in this letter, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based upon our communications with or our reports to you. Your City will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans and for implementing any plans you may develop, including any that we may discuss with you.

You agree that it is appropriate to limit the liability of Kern, DeWenter, Viere, Ltd. its shareholders, directors, officers, employees and agents and that this limitation of remedies provision is governed by the laws of Minnesota, without giving effect to choice of law principles.

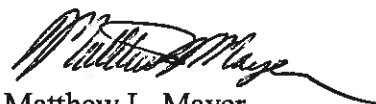
You further agree that you will not hold us liable for any claim, cost or damage, whether based on warranty, tort, contract or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions or results of this engagement, except to the extent authorized by this agreement. In no event shall we be liable to you for any indirect, special, incidental, consequential, punitive or exemplary damages, or for loss of profits or loss of goodwill, costs or attorney's fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by us of our duties under this agreement.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

KERN, DEWENTER, VIERE, LTD.



Matthew L. Mayer
Certified Public Accountant

RESPONSE:

This letter correctly sets forth the understanding of the City of Roseville, Minnesota.

By: _____

Title: _____

Date: _____

From: Chris Miller
Sent: Friday, October 21, 2011 9:15 AM
To: *RVCouncil
Subject: 7.i attach FW: item 7.1 - audit services

Dear Council,

Per the Mayor's request (see email below), here is some supplemental information regarding the agenda item on a new audit services contract.

The 2011 Budget for audit services was \$39,000. The actual cost was \$45,125. The cost was higher than expected due to the unplanned capture of federal funding to purchase the Police Department's Bearcat vehicle. This put the City over a specific dollar threshold that triggers what is called a Federal Single Audit. The Auditors had to perform additional auditing procedures at a cost of about \$6,000 as a result.

As noted in the RCA, the City received 5 bids. The bids for the 3-year contract period ranged from \$93,180 to \$114,200. The Bids were as follows:

\$93,180	KDV
\$94,081	Abdo, Abdo, & Eick.
\$100,500	MMKR
\$106,275	Larson Allen
\$114,200	HLB Tautges

The 2012 Budget for audit services is \$40,000. KDV's bid was \$30,400 exclusive of any potential single audit requirements – which could drive the price to approximately \$36,000 - \$37,000. The bids came in a few thousand dollars less than expected. Primarily because there is not any significantly new auditing requirements that are expected during the next few years. This is in contrast to the previous 3 years in which numerous auditing changes were taking place in the industry, which increased the eventual cost of the audit.

Let me know if you have any further questions.

Thanks.

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

From: Bill Malinen
Sent: Thursday, October 20, 2011 3:46 PM
To: Chris Miller
Subject: Fwd: item 7.1 - audit services

Please address. Thanks.

Sent from my iPhone

Begin forwarded message:

From: Dan Roe <dan.roe@comcast.net>
Date: October 20, 2011 3:26:37 PM CDT
To: Bill Malinen <bill.malinen@ci.roseville.mn.us>
Subject: item 7.1 - audit services

Bill,

Could the council please be provided with 2 pieces of additional information beyond what is in the packet:

1. The 2011 actual & budgeted costs for auditing services, and the 2012 proposed budget for auditing services. (Understood that some of these numbers are in our budget documents for 2012 that we have already received, but it is helpful to have the information repeated in the RCA.
2. The proposed costs of the 5 proposers.

Thank you,

Dan Roe
Roseville Mayor

Email dan.roe@ci.roseville.mn.us

Confidentiality Statement: The documents accompanying this transmission contain confidential information that is legally privileged. This information is intended only for the use of the individuals or entities listed above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or action taken in reliance on the contents of these documents is strictly prohibited. If you have received this information in error, please notify the sender immediately and arrange for the return or destruction of these documents.



REQUEST FOR COUNCIL ACTION

Date: October 24, 2011
Item No.: 7.j

Department Approval

Timothy O'Neill

City Manager Approval

W. J. Mahinen

Item Description: Approve Contract with Kargas-Faulconbridge, Inc. to Update the
Geothermal Master Plan for the Roseville City Campus

1 **BACKGROUND**

2
3 In January 2008 the City, in conjunction with the Parks Department's geothermal skating center
4 project, requested Kargas-Faulconbridge, Inc (KFI) to commission a City of Roseville
5 Geothermal Campus Master Plan.

6
7 The Skating center is now three years old and the City is looking to incorporate a new fire station
8 into the geothermal plan. As part of the preparation for the construction of the new fire station
9 the City would like to have the 2008 study updated using current data and the addition of the new
10 building into the campus master plan.

11 **SCOPE OF WORK**

12
13 The update will include the following:

- 14 1. Update the energy use for the last 3 years using the actual energy invoices.
15 2. Review the loads for each building.
16 3. Review and update the energy model.
17 4. Update the cost estimates for construction.
18 5. Meet with staff to discuss findings.

19 **FINANCIAL IMPACTS**

20
21 KFI has submitted a proposal to update the geothermal master plan for a fixed fee of \$5,000.
22 Reimbursable travel and production expenses incurred by KFI will be billed in addition to the
23 fixed fee.

24 **STAFF RECOMMENDATION**

25
26 Staff recommends that the City Council approve the contract with KFI to update the City of
27 Roseville Geothermal Master Plan for the Roseville City Campus using current data and
28 incorporating the addition of the new fire station.

29 **REQUESTED COUNCIL ACTION**

30

31 Motion to approve the contract with KFI in the amount of \$5,000 to update the City of Roseville
32 Geothermal Master Plan for the Roseville City Campus using current data and incorporating the
33 addition of the new fire station.

34

35 **Prepared by: Timothy O'Neill, Fire Chief**



Karges-Faulconbridge, Inc.
Engineers

February 14, 2011
Revised October 18, 2011

Mr. Timothy O'Neill
Fire Chief
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113-1899

Re: Proposal for Geothermal Master Plan Report Update
Roseville City Campus
KFI Proposal # P11-0103

Dear Mr. O'Neill:

Karges-Faulconbridge, Inc. is pleased to submit this proposal to update the Geothermal Master Plan Report for the Roseville City Campus. We look forward to working with you on this project.

Scope of Work

The Update will include the following:

1. Update the energy use for the last 3 years using the actual energy invoices.
2. Review the loads for each building.
3. Review and update the energy model.
4. Update the cost estimates for construction.
5. Meet with owner to discuss findings.

Project Fees

KFI will perform the scope of work for a Fixed Fee of \$5,000.

Reimbursable travel and production expenses will be billed in addition to the Fixed Fee. Invoicing will occur on a monthly basis, payment terms are net 30 days.

If you find this proposal acceptable, please sign this letter and return a copy to our office.

Thank you, for the opportunity to provide Engineering services. We look forward to assisting you with this project. Please contact me at (651) 771-0880 if you have any questions.

Sincerely,

Karges-Faulconbridge, Inc.

Randy P. Christenson, PE
Principal

Accepted by:

City of Roseville

Mr. William Malinen, City Manager Date

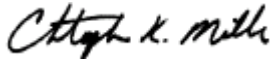
cc: Tom Ginter-Bossardt Corporation

670 W. County Road B • St. Paul, MN • 55113-4527
Main 651.771.0880 • Fax 651.771.0878
www.kfiengineers.com

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 7.k

Department Approval



City Manager Approval



Item Description: Receive Information Regarding Various Budget-Related Initiatives

BACKGROUND

At a previous Council meeting, a resident asked if the City could provide a summary of the financial impacts from various budget-related initiatives that were being contemplated. The Council subsequently directed Staff to prepare that summary.

Attachment A provides a 2012 Budget Fact Sheet. It depicts the *ESTIMATED* financial impact on varying home values based on the 2012 preliminary tax levy, proposed utility rate increases, and debt service impacts from the proposed bond financing for a new fire station and various park improvements.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

See attached.

STAFF RECOMMENDATION

Not applicable.

REQUESTED COUNCIL ACTION

For information purposes only. No formal action is required.

Prepared by: Chris Miller, Finance Director
Attachments: A: 2012 Budget Fact Sheet



2012 Budget Fact Sheet

October 17, 2011

Background

In an effort to provide a comprehensive summary of the proposed budget and tax levy impacts, a 2012 Budget Fact Sheet has been prepared. This Fact Sheet depicts the *ESTIMATED* financial impact on varying home values based on the 2012 preliminary tax levy, proposed utility rate increases, and debt service impacts from the proposed bond financing for a new fire station and various park improvements.

As of October 17, 2011 the City Council has made the following tentative commitments:

- ❖ Raise an additional \$588,000 annually by increasing the Property Tax Levy by 4%
- ❖ Raise an additional \$2.2 million annually to fund water and sewer infrastructure improvements by increasing the base fees to all water, sewer, and storm sewer customers by 60-65%
- ❖ Issue \$8 million in bonds to finance the construction of a new fire station
- ❖ Issue \$19 million in bonds to finance various park improvements

It should be noted that as of October 17, 2011, final action has NOT been taken on any of these proposals. Final decisions are expected to be taken over the next couple of months.

The financial impacts of these proposals are presented below for single-family homes. Impacts on other property types will vary.

Tax Impact on Single Family Home Owners

The table below depicts the *ESTIMATED* monthly impact from a 4% tax levy increase for varying home values that experience a 4% decline in valuation – the amount expected citywide.

Home Value	2011	2012	\$ Increase	% Increase
\$175,000	\$ 42.74	\$ 44.54	\$ 1.80	4.2 %
200,000	48.85	50.90	2.06	4.2 %
223,900	54.69	56.99	2.30	4.2 %
250,000	61.06	63.63	2.57	4.2 %
275,000	67.17	69.99	2.83	4.2 %

For a median valued home of \$223,900, the monthly impact would be approximately \$2.30 per month. This impact is independent of all other factors.

Additional tax impacts for the proposed bond issues are shown below.

The following tables depict the *ESTIMATED* monthly impact on an \$8 million bond issue for the fire station, and a \$19 million bond issue for park improvements.

\$8 Million Fire Station

Home Value	Impact
\$175,000	\$ 2.30
200,000	2.62
223,900	2.94
250,000	3.28
275,000	3.61

\$19 Million Park Improvements

Home Value	Impact
\$175,000	\$ 5.45
200,000	6.23
223,900	6.97
250,000	7.79
275,000	8.57

For a median valued home of \$223,900 the monthly impact would be approximately \$2.94 and \$6.97 for the fire station and park improvements respectively.

Financial Impact on Single Family Residential Water & Sewer Customers

The following table depicts the *ESTIMATED* monthly impact on single family residential water and sewer customers based on the proposed utility infrastructure improvements noted above.

Home Value	2011	2012	\$ Increase	% Increase
Water – base fee	\$ 10.18	\$ 16.50		62 %
Sanitary Sewer – base fee	7.78	12.45		60 %
Storm Sewer	2.25	3.72		65 %
Total	\$ 20.22	\$ 32.67	\$ 12.45	62 %

As this table indicates, a typical home will see a monthly increase of approximately \$12.45 per month. The impact would be the same for all single-family homes regardless of the home's value.

Combined Impact on Single Family Homeowners

When all impacts for the proposed initiatives noted above are combined, it results in an *ESTIMATED* monthly impact for a typical home of approximately \$24.66 per month. This represents a 25% increase over 2011.

Over the next 10 years, the additional \$25 per month would allow for an investment of \$49 million in improvements in water and sewer lines, parks, and public safety. During that same period, the City would be able to forgo several millions of dollars in repairs and renovations to these same facilities and infrastructure.

Additional information regarding the preliminary budget, tax levy, and utility infrastructure needs can be found on the City's website under 'News and Announcements' located at the bottom of the home page.

**General Comments Regarding Changes to the
State of Minnesota's Market Value Homestead Credit Program**

During the 2011 Legislative Special Session, legislators eliminated the State-imposed Market Value Homestead Credit (MVHC) program in an effort to reduce the state budget by \$260 million. The MVHC Program provided property tax relief to homeowners by systematically reducing the certified tax levies from cities, counties, and schools before those levies were passed along - effectively reducing homeowner's actual tax burden.

Left alone, this would have meant that local tax jurisdictions would have received less than what they needed. To counter this, the State reimbursed each local jurisdiction by the amount of the levy reduction. Collectively, this amounted to \$260 million statewide. In effect, the State of Minnesota was using state-derived income and sales taxes to pay for a share of the local taxpayer burden.

Since the MVHC program's inception in 2002, the State provided full reimbursement to cities like Roseville in only 2 of the 10 years of the Program's inception. This meant that Roseville was shortchanged in 8 out of the past 10 years. To compensate for the State's delinquency, the City of Roseville made permanent budget reductions and drew upon cash reserves. Many other cities did the same. This economic reality was the impetus for the 2011 change in the law.

In response, the State replaced the MVHC program with a Market Value Exclusion (MVE) program beginning in 2012. Rather than giving homeowner's a direct credit against their tax bill, the State will now exclude a portion of your home's value for tax purposes. In other words, the value of your home will be artificially lowered for purposes of determining your tax burden.

While the change to the MVE program was intended to be largely neutral from the homeowner's perspective, the reality is that most homeowners in Roseville will see a larger tax bill under the new law. A median-valued home could see an increase of \$11 per month in city taxes – even though the City itself did absolutely nothing different.

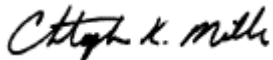
The reason is that the City's overall tax base shrinks (again, artificially), which in turn increases the City's tax rate holding all other factors constant. In other words, the exclusion of a portion of a home's value for tax purposes is more than wiped out by the higher city tax rate. This was an unintended consequence of the change in State Law, which did not factor in differences in local tax rates or the local tax base.

Homeowner's may receive some tax relief from these law changes through the State's Property Tax Refund Program. Information regarding this Program can be found on the Minnesota Department of Revenue's website at: www.taxes.state.mn.us, under the 'Individual Taxpayer' section.

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 11 . a

Department Approval



City Manager Approval



Item Description: Public Hearing to Amend the City's Redevelopment Plan and Industrial Development District # 1 Plan in Conjunction with the Sale of Bonds to Finance the Construction of a new Fire Station and Park Improvements

BACKGROUND

At the October 10, 2011 City Council meeting, the Council established a public hearing to amend the City's Redevelopment Plan and Industrial Development District # 1 Plan in conjunction with the sale of bonds to finance the construction of a new fire station and park improvements.

These Plans will be used in conjunction with the City's Port Authority powers which will be formally enabled in the form of an ordinance. The creation of the ordinance will require separate Council action. These Plans were created in 1990 and modified in 1991 to encompass the entire City. They were enacted to guide future redevelopment activities including public facilities and amenities.

The City's Bond Counsel believes the existing language within these Plans satisfies the requirements necessary to issue fire station bonds under the City's Port Authority. However, to ensure the City's intent with regard to funding a new fire station and the proposed park improvements is clearly communicated, it is suggested that these Plans be amended. Once the Plans are amended, the City Council will be asked to authorize the issuance of the bonds under the City's Port Authority.

To maximize the marketability of the bonds while preserving the lowest possible borrowing rate, it is recommended that the City issue no more than \$10 million in bonds per year. By doing so, the bonds will be considered under IRS Regulations to be 'bank qualified'. This means that smaller, local banks will be able to bid on the bonds which should effectively drive the interest rates down – by an expected 0.25%. This translates to an overall savings of approximately \$900,000 in borrowing costs on the proposed bonds.

Based on this approach, it is suggested that the Council consider the following tentative timeline:

Bond Sale Timeline (tentative)

October, 2011	Authorize the sale of \$10 million in bonds (\$8 million for the fire station and \$2 million for parks)
November, 2011	Date of sale for \$10 million
April, 2012	Authorize the sale of \$10 million in bonds for parks

May, 2012	Date of sale for \$10 million
December, 2012	Authorize the sale of \$7 million in bonds for parks
January, 2013	Date of sale for \$7 million

Based on this timeline, all \$27 million of the proposed financing package will be completed or in process by the end of 2012, yet the City will still ensure that the bonds will remain ‘bank qualified’.

POLICY OBJECTIVE

The issuance of bonds to finance the construction of a new fire station and park improvements is consistent with the goals established by Imagine Roseville 2025, and prior Council directives.

FINANCIAL IMPACTS

An \$8 million bond for the Fire Station is expected to have an annual impact of approximately \$36, or \$3 per month for a typical home. The annual debt service would be approximately \$735,000.

A \$19 million (overall) bond for Park Improvements is expected to have an annual impact of approximately \$70, or \$6 per month for a typical home. The annual debt service would be approximately \$1,430,000.

STAFF RECOMMENDATION

Staff recommends the Council approve the attached resolution amending the City’s Redevelopment Plan and Industrial Development District # 1 Plan in, conjunction with the sale of bonds to finance the construction of a new fire station and park improvements.

REQUESTED COUNCIL ACTION

Approve the attached resolution amending the City’s Redevelopment Plan and Industrial Development District # 1 Plan in, conjunction with the sale of bonds to finance the construction of a new fire station and park improvements.

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to amend the City’s Redevelopment Plan and Industrial Development District #1 Plan, in conjunction with the sale of bonds finance the construction of a new fire station and park improvements.
B: Amended Redevelopment Plan and Industrial Development District #1 Plan

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

HELD: October 24, 2011

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota, was duly called and held at the City Hall on October 24, 2011, at 6:00 p.m.,

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

Member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING MODIFICATIONS
TO THE REDEVELOPMENT PROJECT AREA
AND INDUSTRIAL DEVELOPMENT DISTRICT NO. 1 PLAN

1. WHEREAS, the City of Roseville, Minnesota (the "City") has heretofore established the Redevelopment Project Area and Industrial Development District No. 1 (the "Project Area"); and there is a proposal to modify the Redevelopment Project Area and Industrial Development District No. 1 Plan for the Project Area pursuant to and in accordance with Minnesota Statutes, Sections 469.001 through 469.047 (the "Act"); and

2. WHEREAS, the City has investigated the facts and has caused to be prepared modifications to the Redevelopment Project Area and Industrial Development District No. 1 Plan pursuant to the Act to provide for a redevelopment project consisting of redeveloping various components of its park system and the construction of a new fire station because of water infiltration, mold problems, and general deterioration at an existing fire station located at Woodhill and Lexington avenues (the "Project"); and

3. WHEREAS, it is desirable and in the public interest that the City undertake the Project, as provided in the "Modifications to the Redevelopment Project Area and the Industrial Development District No. 1 Plan", dated October 24, 2011 (the "Plan"), a copy of the which has is on file with the County Manager and has been provided to the City Council; and

4. WHEREAS, the Project described in Plan is a redevelopment project within the meaning of Minnesota Statutes, Section 469.002, Subd. 14, for the purpose of redevelopment as set forth in the Act.

5. WHEREAS, the modifications to the Plan will carry out the purposes and policies of the Act; and

95 6. WHEREAS, the City consulted with its Planning Commission and the City held a public
96 hearing on the Plan on the date hereof, after having published a notice of public hearing in the official
97 newspaper of the City, conducted a public hearing on the Plan and received public comments on the
98 same; and

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

101 (a) The land in the Project Area would not be made available for redevelopment
102 without the financial aid to be sought.

103 (b) The Plan for the Project Area in the City will afford maximum opportunity,
104 consistent with sound needs of the City as a whole, for the redevelopment of such area by
105 private enterprise.

106 (c) The Plan conforms to the general plan for the development of the City as a
107 whole.

108 (d) The City Council of the City of Roseville, Minnesota, does hereby approve the
109 Plan as described herein.

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

113
114 Whereupon said resolution was declared duly passed and adopted.
115

116 STATE OF MINNESOTA)
117 COUNTY OF RAMSEY) SS
118 CITY OF ROSEVILLE)

119 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
120 Ramsey, State of Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and
121 foregoing extract of minutes of a regular meeting of said City Council held on the 24th day of October,
122 2011, with the original thereof on file in my office, in so far as such minutes relate to the City's
123 modification to the Redevelopment Project Area and Industrial Development District No. 1 Plan.

124 WITNESS MY HAND officially as such Manager this 24th day of October 2011.

125

126

127

128

129 (SEAL)

130

131

William J. Malinen, City Manager

**REDEVELOPMENT PROJECT AREA AND
INDUSTRIAL DEVELOPMENT DISTRICT NO. 1 PLAN, AS MODIFIED
DATED: October 24, 2011**

1 INTRODUCTION

2 Background

3 In 1990 the City of Roseville established Redevelopment Project Area and Industrial
4 Development District No. 1 (the "Project Area") in connection with the redevelopment of the
5 NCR-Comten facility. The City provided NCR-Comten with financial assistance to retain jobs
6 and to expand their workforce. The City purchased 14.5 acres of land from NCR-Comten which
7 was developed as a City park. In 1991 the City enlarged the Project Area to provide financial
8 assistance in connection with single-family and multifamily residential property rehabilitation.

9 The City of Roseville is proposing to modify the Redevelopment Project Area and
10 Industrial Development District No. 1 Plan in order to specifically include the construction of
11 public safety facilities and park system improvements within the Project Area.

12 Summary

13 The City is seeking to modify the Redevelopment Project Area and Industrial
14 Development District No. 1 Plan to provide for public safety facilities and park system
15 improvements to fulfill the public purpose objectives of prevention of the causes of blight and to
16 protect the health, safety and welfare of the community.

17 DEFINITIONS

18 For the purposes of clarity, the following terms defined in this Plan shall have the
19 following meanings given to them.

20 Blighted Area means any area with buildings or improvements which, by reason of
21 dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light,
22 and sanitary facilities, excessive land coverage, deleterious land use, or obsolete layout, or any
23 combination of these or other factors, are detrimental to the safety, health, morals, or welfare of
24 the community.

25 Development means those developments and redevelopments described in this Plan in
26 connection with which the City intends to incur public redevelopment costs as described in the
27 Plan, the purpose of which is for the proposed construction of public infrastructure
28 improvements, public facilities, redevelopment to prevent the causes of blight and economic
29 development to create jobs and enhance the tax base.

30 Housing Project means any work or undertaking to provide decent, safe, and sanitary
31 dwellings for persons of low income and their families. Such work or undertaking may include
32 acquisition or provision of buildings, land, equipment, facilities, and other real or personal
33 property for necessary, convenient, or desirable appurtenances, streets, sewers, water service,
34 utilities, site preparation, landscaping, administrative, community, health, recreational, welfare,
35 or other purposes. "Housing project" also includes the planning of the buildings and

improvements, the acquisition of property, the demolition or removal of existing structures, the construction, reconstruction, alteration, and repair of the improvements and all other work in connection therewith.

Housing Development Project means any work or undertaking to provide housing for persons of moderate income and their families. This work or undertaking may include the planning of building and improvements, the acquisition of real property which may be needed immediately or in the future for housing purposes, the construction, reconstruction, alteration and repair of new or existing buildings and the provisions of all equipment, facilities and other real or personal property for necessary, convenient or desirable appurtenances, streets, sewers, water service, utilities, site preparation, landscaping, administrative, community health, recreation or welfare or other purposes.

Plan means the City of Roseville Redevelopment Project Area and Industrial Development District No. 1 Plan prepared, and amended pursuant to the provisions of Minnesota Statutes, Sections 469.001 to 469.047 and Section 469.058 which provides an outline for the development or redevelopment of the area and is sufficiently complete (1) to indicate its relationship to definite local objectives as to appropriate land uses; and (2) to indicate general land uses and general standards of development or redevelopment.

Project is an "Industrial Development District" as described in Minnesota Statutes, Section 469.058, Subdivision 1, and a "Redevelopment Project" or a "Housing Project" or a "Housing Redevelopment Project" as defined in Minnesota Statutes, Section 469.002, Subdivision 14, and means any work or undertaking to establish a system of industrial developments and:

(1) to acquire blighted area and other real property for the purpose of removing, preventing, or reducing blight, blighting factors, or the causes of blight;

(2) to clear any areas acquired and install, construct or reconstruct streets, utilities, and site improvements essential to the preparation of sites for uses in accordance with the Redevelopment Plan;

(3) to sell or lease land so acquired for uses in accordance with the Redevelopment Plan;

(4) to prepare a Redevelopment Plan, and to incur initiation, planning, survey and other administrative costs of a Redevelopment Project, and to prepare technical and financial plans and arrangements for buildings, structures, and improvements and all other work in connection therewith; or

(5) to conduct an urban renewal project. The term "urban renewal project" may include undertakings and activities for the elimination or for the prevention of the development or spread of slums or blighted or deteriorating areas and may involve any work or undertaking for the purpose constituting a redevelopment project or any rehabilitation or conservation work. For this purpose, "rehabilitation or conservation work" may include (i) carrying out plans for a program of voluntary or compulsory repair and rehabilitation of buildings or other improvements; (ii) acquisition of real property and demolition, removal, or rehabilitation of

buildings and improvements thereon where necessary to eliminate unhealthful, unsanitary or unsafe conditions, lessen density, reduce traffic hazards, eliminate obsolete or other uses detrimental to the public welfare, or to otherwise remove or prevent the spread of blight or deterioration, to promote historic and architectural preservation, or to provide land for needed public facilities; (iii) installation, construction, or reconstruction of streets, utilities, parks, playgrounds, and other improvements necessary for carrying out the objectives of the urban renewal project; (iv) the disposition, for uses in accordance with the objectives of the urban renewal project, of any property or part thereof acquired in the area of the project; provided that the dispositions shall be in the manner prescribed in Sections 469.001 to 469.047 for the disposition of property in a redevelopment project area; (v) relocation within or outside the project area of structures that will be restored and maintained for architectural or historic purposes; (vi) restoration of acquired properties of historic or architectural value; and (vii) construction of foundations and platforms necessary for the provision of air rights sites.

The term "Redevelopment Project" also means a redevelopment project initiated as then provided by law and approved by the governing body of the City prior to July 1, 1951 as prescribed by Minnesota Statutes 1949, Section 462.521.

The term "industrial developments" means any undertaking that promotes an economic development purpose set forth in Minnesota Statutes, Sections 469.152 through 469.1651.

Project Area means that area described in this Plan in which the City intends to undertake Projects.

REDEVELOPMENT PROJECT AREA AND INDUSTRIAL DEVELOPMENT DISTRICT NO. 1

Policy

It is hereby declared to be the policy of the City to protect and promote the welfare of the citizens of the City by employing all means necessary and appropriate to satisfy the foregoing needs: (1) the acquisition and rehabilitation of property; and (2) the provision of infrastructure, other public improvements and public facilities to promote redevelopment, economic development and the creation of employment opportunities. The Redevelopment Project Area and Industrial Development District No. 1 Plan provides a legal basis to consider implementation of a viable financing mechanism that funds the public redevelopment cost, as defined in Minnesota Statutes, Section 469.033, Subdivision 1, of the Development and the cost of redevelopment of the Development pursuant to Minnesota Statutes, Sections 469.048 to 469.068, (collectively "Development Costs"), which in turn enables redevelopment of property and redevelopment of public facilities to prevent the causes of blight and affords opportunities for economic development and job creation.

The Plan enunciates the legal authority for the involvement of the City in the development and redevelopment process. In addition to being a guide for the physical development and the continual management of the Development and Project, the Plan offers an opportunity to coordinate Project Area improvements with the Comprehensive Plan and other county, regional, state and national goals and objectives.

Statutory Authority

The City of Roseville has granted to it under the provisions of Minnesota Statutes, Chapter 469 the power to undertake Projects. By undertaking a Project in connection with a Development, the City has the ability to provide the Development with financial assistance which will fund a portion of redevelopment costs, thus making the Development financially feasible.

Description of Redevelopment Project Area and Industrial Development District No. 1

Redevelopment Project Area and Industrial Development District No. 1, as enlarged (collectively the "Project Area") is described on Exhibit A attached hereto. The City is not enlarging the Project Area.

Development Proposals

Within the Project Area the City intends to provide for public safety facilities, parkland acquisition and park system improvements, and pathway acquisitions and improvements.

Redevelopment Plan Objectives

The City seeks to achieve the following objectives through this Plan:

1. Improve the financial base of the City.
2. Provide maximum opportunity, consistent with the needs of the City for development by private enterprise.
3. Provide increased employment opportunities.
4. Encourage the retention and expansion of existing intensive businesses.
5. Preserve and encourage the rehabilitation and/or expansion of structures within the Project Area.
6. Achieve a high level of design and landscaping quality to enhance the physical environment.
7. Create effective buffers, screens, and/or transitions between residential and non-residential uses to minimize the potential blighting effects of divergent land uses.
8. Provide recreational opportunities and provide public safety facilities for residents of the City.
9. Acquire land or space which is vacant, unused, underused, or inappropriately used.

- 149 10. Acquire property containing structurally substandard buildings and remove
150 structurally substandard buildings for which rehabilitation is not feasible.
- 151 11. Eliminate blighting influences which impede potential development.
- 152 12. Eliminate or correct physical deterrents to the development of land.
- 153 13. Provide adequate roads, sidewalks and other public improvements to enhance the
154 area for new development.
- 155 14. Coordinate elements of the City's Comprehensive Plan with these project
156 objectives.
- 157 15. Provide maximum opportunity, consistent with the needs of the City, for
158 development by private enterprise.

159 **Project Activities**

160 The City envisions the development of the Project Area in accordance with the
161 Comprehensive Plan for the City, the zoning and subdivision ordinances and this Plan.
162 Development proposals which are submitted will be reviewed to determine conformance with the
163 above plans and regulations.

164 Minnesota Statutes, Section 469.012, and Sections 469.048 through 469.068, grants the
165 City a broad array of powers to undertake a Project. The City will perform all Project activities
166 pursuant to the statute and in doing so anticipates that the following activities may be
167 undertaken:

168 1. Acquisition/Clearance/Redevelopment/Rehabilitation.

169 The City may acquire and clear property for the development and redevelopment of
170 public projects or public improvements. The City may acquire property for the development of
171 private projects including rehabilitation. The City may assist in rehabilitation of buildings when
172 necessary to prevent blighting conditions or the prevention of blight. Land acquisition will be
173 completed within the requirements of the Uniform Acquisition and Relocation Act.

174 2. Site preparation and construction of buildings.

175 Properties acquired by the City may be prepared for development and redevelopment,
176 including street, curb, gutter, bituminous, flood prevention improvements, subsoil correction, and
177 the establishment of greenways, walkways, common access corridors and public parks. In
178 addition, the City may choose to construct new facilities.

179 3. Vacation of public land and easements/Dedication of new rights-of-way.

180 When public land easements no longer serve a public purpose, the land or the easements
181 may be vacated for development by the City or private developer. In addition, to promote new

development or enhance the general safety and welfare of the community, new rights-of-way may be dedicated.

4. Incentives for commercial/industrial expansion and development.

The City may provide financial incentives and other forms of public assistance for the retention, development and/or expansion of commercial business and industry. The provision of these forms of public assistance may be financed through tax increment and other revenues.

5. Public Improvements.

The City may construct public improvements such as streets, traffic signals, sanitary sewer, storm drainage, including the separation of storm and sanitary sewers, waterlines, parking, parks and open space, public attraction centers, and public safety facilities as it deems necessary and desirable for the implementation of a Project.

6. Maintenance.

Maintenance of improvements undertaken by the City may include the improvement of public lighting, streetscaping, parking, signs, traffic control devices, pedestrian improvements and other improvements listed in paragraph 5 above.

7. Administration.

The City will administer the improvements contemplated by this modified Plan.

Findings of Public Purpose

It is hereby determined by the City that the proposed modifications are considered necessary to maintain core public services consistent with the goals and objectives outlined in the Imagine Roseville 2025 process as well as established City Council priorities. It is further determined that the proposed facilities and improvements are primarily for the purpose of replacing existing facilities, infrastructure and amenities. Studies have indicated that parks enhance the market value of homes adjacent to or near parks and generally benefit all properties within the community. In addition, creating and maintaining parks stimulates the economy and provides economic benefits to the community. Attached hereto as Exhibit B are articles describing these benefits. In connection with the relocation of the existing fire station located at Woodhill and Lexington attached hereto at Exhibit C are studies indicating the water damage and mold growth in the existing fire station.

Project Financing

The City proposes to utilize its port authority and the powers granted to it by the state legislature to issue general obligation bonds to provide for the proposed public safety facilities and park system improvements described above.

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Parks and open space increase value of nearby homes

Study in Washington County quantifies increased values

How much more are you willing to pay for a home near a natural area: a park or trails, for example, a wooded area, a lake or wetland? In Washington County it's \$15,000, according to a new economic impact report due out at year's end.

It has long been suspected that residents of the Twin Cities area value open space and natural areas and are willing to pay more to live near them, but it hasn't been quantified—until now.

The economic sense of preserving natural areas

Research commissioned by the **Embrace Open Space (EOS)** campaign confirms that property values are higher for homes located near public parks and open space and now, in Washington County in the east metro, we know how much higher.

"Minnesotans intuitively know that being near natural areas increases home values," said Susan Schmidt, State Director for the Trust for Public Land (TPL). "What this study does is put a dollar figure on the importance of natural amenities to home buyers. Higher home values, in turn, benefit local units of government.

"What it shows," said Schmidt, "is the benefit and wisdom of investing in our region's natural resources. Setting aside land for parks, improving water quality, protecting wetlands and wildlife, providing recreational opportunities—it all pays off, in terms of preservation, quality of life, and in actual dollars and cents."



The Embrace Open Space study showed that homes within 100 feet of a natural area were, on average, worth \$15,000 more than similar homes surrounded by other homes.

to natural areas throughout the county, the study concluded the total property value increase countywide amounted to \$162 million.

Study may be expanded to other counties

The study of home values started with Washington County, with additional analysis likely in other metro counties. The research follows up on a survey conducted in 2005, which showed that nearly two-thirds of Twin Cities residents would pay between 10 and 25 percent more for a home that was within walking distance to

In the case of Washington County, the study evaluated home purchases between 2002 and 2005, and removed other variables affecting values such as floor area, lot size, and number of bedrooms, for example. The study found home buyers willing to pay \$15,000 more for a home within 100 feet of a natural area.

When \$15,000 in added value, per home, is applied to all homes next

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[Embrace Open Space website](#)

The study quantifies the increased value of homes near open space.

The study may be expanded to other counties in the future.

The Washington County bonding measure will add \$12 per \$100,000 in property value to a resident's property tax bill.

Nationwide on Nov. 7, 78 percent of local conservation funding measures were approved.

open space.

"The economic impact report takes the research and evaluation to the next level," said Jenna Fletcher, program coordinator for the EOS initiative. "It's our hope and goal, as we continue this work, that we provide residents, decision makers, local officials, developers and others with facts with which to make informed decisions about investment, acquisition and preservation of natural areas."

Metro communities approved ballot measures

Washington County residents, in fact, were asked on the Nov. 7 ballot whether to authorize \$20 million in bonds for environmental protection and preservation. The referendum passed, which will prompt a \$12 increase per \$100,000 in property value.

In Andover, 54% of voters said "yes" to a \$2 million bond measure to preserve water, wildlife and natural habitat areas.

"No one much cares for the prospect of property tax increases," said Steven Dornfeld, a member of the Washington County Parks and Open Space Commission, as well as the Metro Council's Public Affairs Director. "But when you're talking about the kind of growth that the county and region are going to experience in coming years, it's a small price to pay to make sure we preserve the qualities that attracted residents here in the first place."

In Plymouth, 64% of voters approved raising \$9 million to acquire land for open space, greenways and parks. This is the second open space measure to pass in the city in 11 years.

County officials say the money will be used exclusively for purchasing and protecting land.

Two other communities, Andover and Plymouth, in November also approved bond measures to raise money for parks and open space acquisition and development. Since 1988, Minnesota communities have approved 22 conservation ballot measures of 27 proposed, raising over \$111 million for land and water conservation.

Across the nation on Nov. 7, according to TPL, voters in 23 states cast ballots on 130 different state and local conservation funding questions, and 102 – or 78 percent – were approved.

See the 2005 survey that launched the EOS initiative at the [Embrace Open Space website](#). For a copy of the economic impact report due out at the end of the year, contact Embrace Open Space at 651-999-5306.

EOS is a collaborative working to increase awareness of the importance of natural areas in the Twin Cities region. There are more than a dozen participants, including the Metropolitan Council.

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Study: Open space near homes pays off

In Hennepin County, homes within 200 feet of a park, natural area or greenway get an average property value boost of \$16,300 because of their proximity to open land, a study has found.

The benefit of large parks extends even further. Open areas of 50 acres or more lend increased value of 3 to 4.8 percent to homes up to a half-mile away, the study says.

These are the findings of a property value analysis by Embrace Open Space, a program of The Trust for Public Land, a St. Paul-based land conservation advocacy group.

"We are interested in raising public awareness of the benefits of conserving natural areas," said Jenna Fletcher, program coordinator for Embrace Open Space.

With funding from the McKnight Foundation, Three Rivers Park District and others, the study used census data, home sale and other information to conclude that Hennepin County's "total increase in property values due to the presence of open space is \$3.6 billion." That value generates \$36 million in tax revenues a year, the study calculates.

Embrace Open Space said it chose to study Hennepin County because of "its rapid population growth and degree of unprotected natural resources."

Addressing common questions about how conserving land affects tax revenues, the study says that tax revenues lost by keeping land as open space can be "offset in part if homes adjacent to open space have greater value and produce higher property tax revenue."

"We are trying to build the arguments for why should cities and counties and townships invest in parks and natural areas," Fletcher said.

Not only does the study show the benefit to properties close by, but it also shows that all properties benefit "just because there is open space in a city," she said. "If a city increases its investment in open space, we can predict the increase in home values."

Embrace Open Space plans to present the study to selected cities this summer. Hennepin County will use the information in discussions with developing cities about saving critical natural areas, said Rosemary Lavin, assistant director of environmental services for the county.

"There is a view that the county has a fair amount of open space, but we've got continuing development that is occurring throughout the county," Lavin said.

The open space study gives cities an economic reason, in addition to the natural environmental benefits, to balance land preservation with development, she said.

The study found that 18 percent of Hennepin County is open space and about a third of that is the parks, trails and natural lands in the Three Rivers Park District.

The study estimates that Three Rivers park lands and natural areas have increased home values by \$369 million -- a figure that translates to \$3.5 million a year in property tax revenues for Hennepin County.

Three Rivers contributed \$10,000 to the study to get that kind of detail about "what it is we bring to the community," said Three Rivers Commissioner Marilyn Corcoran.

"It helps to confirm that the trails and the open space combined are important to people, important to their quality of life, and we can validate that claim isn't just a hollow comment," she said.

Some people are "truly skeptics as to the value of a trail and open space," Corcoran said.

Boe Carlson, Three Rivers' governmental relations administrator, said, "I think everybody feels that parks are a good thing." What the study shows is they are also "a good investment of public dollars."

Laurie Blake • 612-673-1711

Gotham Gazette - <http://www.gothamgazette.com/article/parks/20090624/14/2949>

Good Parks Are Good for the Economy

by Anne Schwartz

24 Jun 2009



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By the time the first section of the High Line opened in June to [wide acclaim](#), dozens of new buildings had already sprouted up around it, including a glass-curtained [hotel](#) that floats above the park and a series of residential towers designed by world-renowned architects. City officials have predicted that development sparked by reinventing the abandoned elevated rail line as a park will bring \$4 billion in private investment and \$900 million in revenues to the city over the next 30 years, the Times [reported](#).

The surge in development spurred by the High Line is the latest exhibit in the growing stack of evidence that having beautiful, well-maintained parks is much more than a nice amenity cities can ignore when times are hard. Creating and maintaining parks stimulates the economy and also provides quantifiable recreational and environmental benefits along with other services and savings to taxpayers.

In the most recent analyses of the economic benefits of parks, a [study](#) found that Central Park contributed \$1 billion to the city's economy in 2007. A broader [assessment](#) by the Center for City Park Excellence of The Trust for Public Land quantified the real economic benefits that parks provide, using examples from cities around the country.

In supporting the seemingly quixotic vision of West Side residents Joshua David and Robert Hammond, founders of [Friends of the High Line](#), to save the old railway and make it a linear park -- and in incorporating it into the city's [planning process](#) for the far West Side -- Mayor Michael Bloomberg indicated he understood the impact public space can have on a city's economic growth. The mayor further recognized the link between parks and prosperity in his sustainability plan, [PlaNYC 2030](#), which aims (though, since the recession, at a slower pace) to create new parks and plazas citywide.

Until the fiscal problems hit last year, the Bloomberg administration had modestly boosted the budget for operating and maintaining the parks department, to about \$270 million a year. But next year's budget cuts about \$13 million from parks maintenance, eliminating 250 summer workers as well as \$3 million for tree pruning. This follows the previous year's reductions, for a total cut of \$24 million since 2007.

The parks budget has not had consecutive cuts of this magnitude in more than 15 years. Advocates worry that the reductions could start the city back on the path to the dismal conditions of the 1970s and '80s, reversing a parks revival that contributed to the city's economic resurgence.

"I think we're going to see the consequences through the park system," said Christian DiPalermo, executive

director of the parks advocacy group [New Yorkers for Parks](#). "We're already strained to take care of our parks, and you're going to see the care go down."

How Parks Boost the Economy

Such cuts could turn out to actually cost the city money. Fine parks contribute to the economy by increasing property values and, as a result, real estate tax receipts. A 2008 analysis [found](#) that the completion of the Greenwich Village section of the Hudson River Park [raised](#) real estate prices in the adjacent two blocks by 20 percent.

In 2003, a [study](#) by [Ernst & Young](#) and New Yorkers for Parks looked at the results of investment in six city parks, with supplemental data from 30 additional parks. It [found](#) that real estate values were higher on blocks closest to well-managed and maintained parks, such as Prospect Park.

Parks also attract tourists and residents who come to events and activities or who just want to enjoy the surroundings, generating economic activity inside and near the park. Central Park attracts more than 25 million visitors a year, about one fifth of whom come from outside the city, according to "[The Central Park Effect](#)," which was prepared by the economic analysis firm Appleseed for the [Central Park Conservancy](#). The study determined that in 2007, spending by visitors and enterprises in the city's most famous park directly and indirectly accounted for \$395 million in economic activity. This activity, as well as increases in property values near the park, generated \$656 million in revenues for the city in 2007.

"Measuring the Economic Value of a City Park System," released in April by the [Center for City Park Excellence](#) at The Trust for Public Land, analyzed seven ways that city parks provide economic benefits: property values, tourism, direct use, health, community cohesion, clean water and clean air. Starting with conservative assumptions of park use and other variables, researchers calculated dollar values for each of these benefits in a different city.

In San Diego, for example, the study determined that, with slightly less than 5 percent of tourists coming to the city especially to visit the parks, park-derived tourist spending in 2007 totaled \$114 million. That generated \$8.6 million in direct sales and other tax revenue as well as a collective increase of \$40 million in residents' wealth.

By offering free or inexpensive recreation, parks also save residents money. In Boston, for example, the study determined that the economic value of direct park use was \$354 million.

The health benefits of exercise in parks offer further savings. The study calculated \$19.9 million in medical savings realized by residents in Sacramento because of active recreation in parks.

According to the report, "numerous studies have shown that the more webs of human relationships a neighborhood has, the stronger, safer and more successful it is." Well-used parks offer many ways for neighbors to get to know each other, and efforts to create, save, or care for parks create further community cohesiveness. This "social capital" can reduce a city's costs for policing, fire protection and criminal justice. Because the economic value of social capital can't be measured directly, the report cited as a proxy the amount of time and money residents contributed to "friends" groups and other park-oriented organizations and agencies.

Parks also provide quantifiable environmental benefits: Trees and vegetation absorb runoff and reduce costs for treating stormwater; they also absorb air pollutants. Using Philadelphia as an example, the study found that the city's park system saved \$5.9 million in 2007 in stormwater management costs. In 2005, the 4,839 acres of tree cover in 7,999 acres of Washington, D.C. parkland produced savings of \$1.13 million in air pollutant removal.

Investment Required

To capture the economic benefits of parks, however, a city must invest in their upkeep. Parks help the economy when they are well maintained and well used. They can have a negative effect when they are neglected, attracting vandalism, drug-dealing and other crime. During the New York City fiscal crisis of the 1970s and '80s, dirty, worn and dangerous parks became a potent symbol of the city's decline.

The parks system, compared to other city services, takes a relatively small amount of money to maintain.

Although the parks department operating budget has increased since the lows of the early 1990s, the number of park properties has increased by 20 percent, and the department still runs on a budget that park advocates say is not adequate to keep the entire system in good repair.

Especially at risk are parks in the outer boroughs and in lower-income neighborhoods, which have not benefitted as much from the private funding that burnishes the city's flagship parks. Users of some parks and sports fields still contend with trash, locked bathrooms and lack of maintenance. Daily News columnist Denis Hamill described these types of conditions recently in [recounting](#) his experiences as a baseball dad in Queens.

Many of the neighborhoods surrounding these parks have been affected disproportionately by the mortgage crisis and declining real estate prices. Given the economic benefits of well-used and maintained parks -- and the increased need for free recreation and relaxation during a time of financial stress for many residents -- can the city afford to pare down the parks budget further?

Anne Schwartz, in charge of the parks topic page since its inception in 1999, is a journalist who specializes in environmental issues.



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EXHIBIT C



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www.atc-enviro.cc

November 17, 2006

Mr. Pat Dolan
Public Works Supervisor
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Limited Initial Microbial Evaluation
City of Roseville Fire Station
Woodland and Lexington
Roseville, MN 55113
ATC Project Number: 22.25172.0003

Dear Mr. Dolan:

Mr. Pat Dolan of City of Roseville, Inc. authorized ATC Associates Inc. (ATC) to perform a limited initial microbial evaluation at the Fire Station located at Woodland and Lexington Avenue, in the City of Roseville, Minnesota. This evaluation included a visual inspection for water damage, causes of water damaged areas, mold growth, and air sampling for mold spore concentrations. This evaluation was performed to evaluate if mold was present in the basement of the Fire Station building.

This report presents the results of the air sampling for mold spores conducted on November 9, 2006 by Mr. John R. Bissen of ATC.

BACKGROUND INFORMATION

The Fire Station building is a single level commercial building with masonry block walls, a vehicle drive-in bay area, concrete slab-on-grade floor and a below grade, poured concrete foundation basement associated with the eastern half of the building. The building is located on the northeast corner of the City of Roseville municipal property. Interior finishes in the Fire Station Building included sheetrock walls, 2-foot by 4-foot drop in acoustical ceiling tiles, carpeting over concrete slab floors, ceramic tile floors in bathrooms and painted concrete walls and floors in the basement.

Mr. Pat Dolan, Public Works Supervisor, accompanied ATC and provided access to the Fire Station Building during the site visit.

According to Mr. Dolan, the concern associated with the Fire Station Building is the potential mold impact of Parks and Recreation materials stored in the basement of the Fire Station. Mr. Dolan had

reported that water associated with snowmelt and rainwater had caused water to penetrate into the basement on a number of occasions during the last year. He also advised that the site had had the roof replaced in 2005. The services requested of Mr. Dolan were to conduct limited mold aerosol sampling to assess the mold levels in the air as this has become a concern expressed by city, fire and volunteer personnel who occupy the Fire Station Building. The fire personnel occupy the engine garages, dispatch office, Chief and staff offices, day room, bathroom and shower area, and the conference room. The city employees temporarily occupy the meeting room and kitchenette to the southwest and the Historical Society volunteers have temporary occupation of the offices to the northwest of the Fire Station Building.

OBSERVATIONS

Mr. Bissen of ATC conducted the site visit on November 9, 2006. Moisture meter readings were collected using a Delmhorst BD-2100™ Moisture Test Meter.

The following visual observations were made during the evaluation:

- ATC did observe suspected microbial growth on the water damaged ceiling tiles in the stairwell leading to the basement
- ATC did observe potential minor mold growth on the walls of the basement in the southwest corner, below the old widow basin and sill.
- ATC did observe odors in the basement consistent with sewer gases. ATC also observed dry floor drains, urinal traps and suspected a number of vent/ traps that were potentially dry but not observable due to their location.
- ATC did observe an exhaust pipe from the water heater located in the generator room, which was connected to the chimney along the south wall of the basement. The chimney displayed organic matter such a bird nesting material in the access, which was observed to be without the cover.
- ATC did observe efflorescence associated with the concrete block walls below the windows of the west side of the Fire Station Building.
- During the visual inspection no unusual odors were detected in the Day Room, bath and shower area of the Fire Fighter's area.
- Moisture meter readings collected from walls and flooring throughout the Fire Station identified readings of less than 1% moisture, which were considered acceptable.

AIR SAMPLING AND RESULTS

ATC conducted bioaerosol sampling for total (non-viable) mold spores in the Fire Fighter's Day Room, basement and hallway of the Historical Society, as well as outdoors for comparison to the natural environment. Zefon Air-O-Cell™ microbial spore trap cassettes were used to collect samples of airborne non-viable spores for 10 minutes at a flow rate of 15 liters per minute. The flow rate of the vacuum pump was calibrated prior to and following each sample collection.

The air samples were submitted to Hygeia Laboratories, Inc. in Stafford, Texas for analysis of predominant mold taxa and estimated concentrations.

Table 1 presents a synopsis of the non-viable mold air sampling results.

Table 1: Non-Viable Mold Air Sample Analysis Roseville Fire Station, Roseville, Minnesota				
Location	Fire Fighter's Day Room	Historical Society Hallway	Basement	Outdoors, east side of building near entrance to Building
Sample Number	RSV-1	RSV-2	RSV-3	RSV-4
<i>Spore Type</i>	<i>Spore Concentration (Spores/m³)</i>			
<i>Alternaria</i>	13	7	13	213
Ascospores	640	53	27	2,773
Basidiospores	2,400	373	213	4,907
<i>Botrytis</i>	-	-	-	13
<i>Cladosporium</i>	267	240	93	5,600
<i>Epicoccum</i>	7	-	-	120
<i>Nigrospora</i>	7	-	-	93
Other brown	7	13	27	13
Other colorless	-	7	-	13
<i>Penicillium/Aspergillus</i> types	2,027	400	373	587
<i>Pithomyces</i>	-	-	-	13
Rusts	7	13	7	27
Smuts, <i>Myxomycetes</i> , <i>Periconia</i>	33	27	53	640
<i>Stemphylium</i>	-	7	-	-
<i>Oidium</i>	13	40	33	-
Total Spores/m³	5,421	1,180	839	15,012

Appendix A includes the results of the non-viable (spore trap) mold air sampling.

DISCUSSION

Total non-viable spore concentrations found in the Fire Fighter's Day Room (5,421 spores/m³), the Historical Society Hallway (1,180 spores/m³) and the basement (839 spores/m³) were similar and lower than outdoor (15,012 spores/m³) total non-viable spore concentrations, with similar mold taxa dominating the samples. *Penicillium/Aspergillus* types were detected at a higher concentration in the Fire Fighter's Day Room when compared to the Historical Society Hallway, basement and outdoor samples, which were similar in concentration. Therefore, it appears that a reservoir of *Penicillium/Aspergillus* and Basidiospores types of mold may exist in or near the Fire Fighter's Day Room.

It should be noted that this was a non-intrusive investigation and it is possible that water damaged materials and fungal growth may be present in other areas of the building. This includes, but is not limited to, wallboard, wall cavities, pipe/duct insulation above ceilings and in chases, and wall insulation.

CONCLUSIONS

In a building, indoor airborne mold concentrations and types will be similar to or lower than outdoor airborne mold concentrations and types, indicating that indoor mold reservoirs and/or amplification (growth) sites are not present. Based on the non-viable spore concentrations from the air sampling

conducted at the site, ATC is of the opinion that a reservoir of *Penicillium/Aspergillus* and Basidiospores types of mold exists in or near the Fire Fighter's Day Room

RECOMMENDATIONS

Based upon the above observations and results, ATC recommends:

1. ATC recommends additional, intrusive investigation to locate the reservoir of mold in or near the Firefighter's Day Room.
2. ATC recommends additional sampling of the air within the site to measure Volatile Organic Compound (VOC) gases, such as methane, as a result of the potential gas release from the dry sanitary sewer traps within the basement area.
3. ATC recommends sampling for Carbon Monoxide (CO) within the basement area to determine the extent of combustion gas discharge from the water heater as it relates to the chimney and open condition of the chimney. ATC also recommends assessing the function of the chimney, such as determining if the chimney is clogged with bird nests or other matter. This condition should be remedied to ensure the draft effect needed from the chimney is functioning properly. ATC also recommends replacing the cover of the chimney.

LIMITATIONS

This report has been prepared to assist City of Roseville, Inc. in evaluating the microbiological impact at the Roseville Fire Station located at Woodland and Lexington, in the City of Roseville, Minnesota 55113. ATC provided these services consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions. This statement is in lieu of other statements either expressed or implied. This report is intended for the sole use of City of Roseville, Inc. The intent of the report is to aid the building owner, architect, construction manager, general contractors, and potential demolition and abatement contractors in locating fungi growth (mold). This report is not intended to serve as a bidding document nor as a project specification document and actual site conditions and quantities should be field-verified. The scope of services performed in execution of this evaluation may not be appropriate to satisfy the needs of other users, and use or re-use of this document, the findings, conclusions, or recommendations is at the risk of said user. Although a reasonable attempt has been made to locate suspect fungi (mold) in the areas identified, the inspection techniques used are inherently limited in the sense that only full demolition procedures will reveal all building materials of a structure and, therefore, all areas of potential fungal growth. The size of the area impacted by fungal growth is based on professional judgment and practicality. Additionally, other possible building material hazards such as asbestos and lead-based paint were not included as part of this evaluation and may require proper sampling for identification prior to disturbance. Other unidentified microbiological impact may be located within walls, ceiling cavities, below flooring or grade, and other non-accessible areas. Caution should be used during any remediation activities.

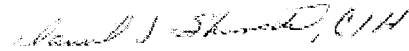
Additionally, the passage of time may result in a change in the environmental characteristics at this site. This report does not warrant against future operations or conditions that could affect the recommendations made. The results, findings, conclusions, and recommendations expressed in this report are based only on conditions that were observed during ATC's inspection of the site.

Thank you for this opportunity to be of service to City of Roseville, Inc. If you have any questions, please feel free to contact us at (651) 635-9050.

Sincerely,
ATC ASSOCIATES INC.



Charles D. Cashman, P.H.
Project Manager



Daniel Shimoda, CIH
Senior Reviewer

Attachments

APPENDIX A

Laboratory Results of Sampling for Airborne Non-Viable Mold

Spore Trap Report

(Hygeia SOP-06)

November 10, 2006



Hygeia Laboratories Inc.

3924 Bluebonnet Drive

Stafford, TX 77477

(281) 242-1000 (281) 242-1030 Fax

www.hygeialabsinc.com

Mr. John Bissen
ATC Minneapolis
1929 County Road C2 W
Roseville, MN 55113

22.25172.0003 Task 1 City of Roseville Fire Station

Hygeia Reference No.: 00022060032HO

Date Collected:. November 7, 2006

Date Received: November 8, 2006

Date Analyzed: November 10, 2006

Samples Analyzed: 4

Hygeia Sample ID	49945		49946		49947		49948	
Client Sample ID	RSV-1		RSV-2		RSV-3		RSV-4	
Location	Fire Fighter Day Room		Historical Society Hallway		Basement		Outside	
Volume (L)	150		150		150		150	
Background Debris*	very heavy		heavy		moderate		very heavy	
Sample Description	Zefon Air-O-Cell		Zefon Air-O-Cell		Zefon Air-O-Cell		Zefon Air-O-Cell	
	Spores/m ³	%	Spores/m ³	%	Spores/m ³	%	Spores/m ³	%
<i>Alternaria</i>	13	<1	7	<1	13	2	213	1
<i>Ascospores</i>	640	12	53	4	27	3	2,773	18
<i>Basidiospores</i>	2,400	44	373	32	213	25	4,907	33
<i>Bipolaris/Drechslera group</i>								
<i>Botrytis</i>							13	<1
<i>Chaetomium</i>								
<i>Cladosporium</i>	267	5	240	20	93	11	5,600	37
<i>Curvularia</i>								
<i>Epicoccum</i>	7	<1					120	<1
<i>Fusarium</i>								
<i>Nigrospora</i>	7	<1					93	<1
<i>Other Brown</i>	7	<1	13	1	27	3	13	<1
<i>Other Colorless</i>			7	<1			13	<1
<i>Penicillium/Aspergillus types</i>	2,027	37	400	34	373	44	587	4
<i>Pithomyces</i>							13	<1
Rusts	7	<1	13	1	7	<1	27	<1
<i>Smuts, Myxomycetes, Periconia</i>	33	<1	27	2	53	6	640	4
<i>Stachybotrys</i>								
<i>Stemphylium</i>			7	<1				
<i>Torula</i>								
<i>Ulocladium</i>								
<i>Zygomycetes</i>								
Other:								
Oidium	13	<1	40	3	33	4		
Total Spores / m³	5,421		1,180		839		15,012	
Comments								

*Background debris is an indication of amounts of non-fungal biological and non-biological particulate matter present on the sample and is characterized as very light, light, moderate, heavy or very heavy. Heavy background debris may obscure spores, reducing spore visibility during analysis. Consequently, spore counts from heavy background debris should be considered minimal.

This report may not be reproduced except in full, and only with the written approval of this laboratory. Please contact Hygeia regarding any questions about these results, this report, or the analytical methods employed.

Mr. John Bissen
ATC Minneapolis
Project: 22.25172.0003 Task 1 City of Roseville Fire Station



Hygeia Laboratories Inc.
3924 Bluebonnet Drive
Stafford, TX 77477
(281) 242-1000 (281) 242-1030 Fax
www.hygeialabsinc.com

Hygeia Reference No.: 00022060032HO

Analyst Cindy Benoit

Cindy Benoit

Spore Trap

Date 11/10/2006

Lab Director Kenneth Wunch

Kenneth Wunch

Date 11/10/2006

Thank you for using Hygeia Laboratories Inc. We strive to provide superior quality and service.

Hygeia is a participant in AIHA's Environmental Microbiology Proficiency Analytical Testing program. EMPAT # 167400.

The data within this report is reliable to two significant figures.

Liability Notice:

Hygeia Laboratories Inc. and its personnel shall not be held liable for any misinformation provided to us by the client regarding these samples or for any misuse or interpretation of information supplied by us. Liability shall extend to providing replicate analyses only. This report relates only to samples submitted and analyzed.

Confidentiality Notice:

The document(s) contained herein are confidential and privileged information, intended for the exclusive use of the individual or entity named above. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of the document(s) is strictly prohibited. If you have received this document in error, please immediately notify us by telephone to arrange for its return. Thank you.

Guidelines for Interpretation:

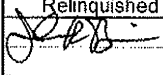
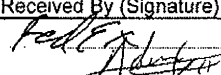
No accepted quantitative regulatory standards currently exist by which to assess the health risks related to fungal and bacterial exposure. Fungi and bacteria have been associated with a variety of health effects and sensitivity varies from person to person.

Several organizations, including: the American Conference of Government Industrial Hygienists (ACGIH); the American Industrial Hygiene Association (AIHA); the Indoor Air Quality Association (IAQA); the United States Environmental Protection Agency (USEPA); and the Centers for Disease Control (CDC) have all published guidelines for assessment and interpretation of mold resulting from water intrusion in buildings.

Interpretation of the data and information within this document is left to the company, consultant, and/or persons who conducted the fieldwork.

Form FP1.1 Rev.0 10/06/2003

Request for Laboratory Services / Chain of Custody

Send Report To <u>John Bissen</u>		 Hygeia Laboratories Inc. 3924 Bluebonnet Drive Stafford, TX 77477 (281) 242-1000 (281) 242-1030 Fax					
Company Name <u>ATC - Roseville</u>							
Company Address <u>1929 County Road C2 West</u>							
City, State, Zip <u>55113</u>							
Phone <u>(651) 635-9050</u> Fax <u>(651) 635-9080</u>		Purchase Order No. _____					
Client Project No. <u>22.25172.0003 Task 1</u>		Bill To _____ (If different from Send Report To)					
Client Project Name <u>City of Roseville Fire Station</u>		Address _____					
No. Sample Submitted: <u>4</u>		City, State, Zip _____					
		Phone () _____ Fax () _____					
Turnaround Time: ☐ Standard (7-10 business days) ☐ 3-5 days ☒ 48 hrs ☐ 24 hrs ☐ 8 hrs ☐ 3 hrs							
Report Results By: Fax () _____ Cell/Pager () _____ Phone () _____ E-mail <u>Bissen22@atc-enviro.com</u>							
Comments/Additional Instructions: Collected By: <u>Bissen</u> Date: <u>11-7-06</u>							
Hygeia Sample ID	Sample ID	Sample Matrix	Analysis Type	Location Description	Total vol. or area	Notes	
49 945	RSV-1	Z	D	Fire Fighter Day Room	150 L		
49 946	RSV-2	Z	D	Historical Society Hallway	150 L		
49 947	RSV-3	Z	D	Basement	150L		
49 948	RSV-4	Z	D	Outside	150 L		
U							
S							
e							
O							
n							
I							
y							
Z=Zefon BIO=Biocell BR=Burkhard M5=Micro 5 CYD=Cyclex-D IP=Impaction Plate CP=Contact Plate T=Tape S=Swab BL=Bulk D=Dust W=Water ST=Spore Trap D=Direct Exam QD=Quantitative Direct Exam (Post-Remediation Only) QF1/QF3=Quantitative Fungal 1/3 Media IPF=Fungal ID for IP CPF=Fungal ID for CP MycA=Aflatoxin MycD=Deoxyvalenol (Vomitoxin) MycO=Ochratoxin MycF=Fumonisin MycT=T-2 Toxin IPB=Bacterial ID for IP CPB=Bacterial ID for CP QB1/QB3=Quantitative Bacterial 1/3 Media LIS=Listeria sp. ENT=Enterobacteriaceae TCE=Total coliform/E. coli STA=Staphylococcus aureus ALL=Allergen Panel							
Lab Use Only	Sample Integrity: ☒ accept ☐ reject					Comments	
	Hygeia Reference No. <u>00022.06003240</u> No. Samples Analyzed: <u>4</u>						
	Results reported by:						
	Date <u>11/10/06</u> Time <u>1042</u> Initials <u>AC</u> Verbal Fax <u>94</u> E-mail						
	Date _____ Time _____ Initials _____ Verbal Fax _____ E-mail						
Date _____ Time _____ Initials _____ Verbal Fax _____ E-mail							
Invoice No. <u>22-08159</u> Log Out Date <u>11/10/06</u>							
Relinquished By (Signature)		Time	Date	Received By (Signature)		Time	Date
		<u>14:30</u>	<u>11/7</u>			<u>0957</u>	<u>11/8/06</u>

The sample collector is responsible for ensuring that all samples have been preserved according to the appropriate and applicable methodology.

Form 1.1A Rev. 3 03/09/2005

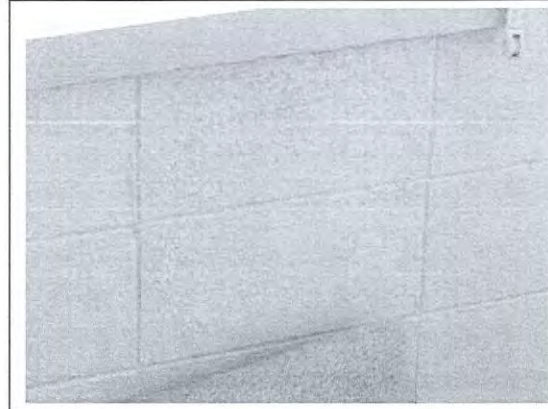
APPENDIX B
Photographic Documentation

Photograph Log
Project No. 22.25172.0003

City of Roseville, Fire Station
Roseville, Minnesota



Facing: Up
View of: Water stained ceiling tiles in stairwell to basement



Facing: West
View of: Efflorescence on walls below windows on west side



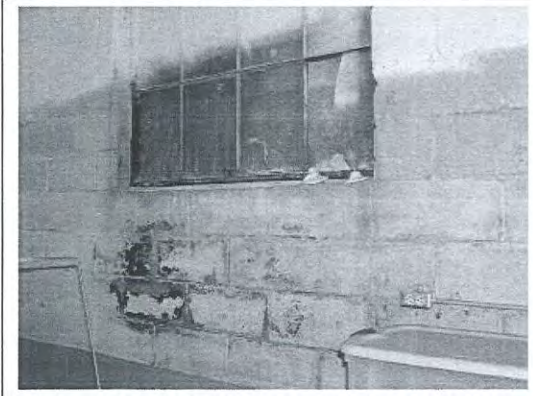
Facing: West
View of: Firefighter's Day Room



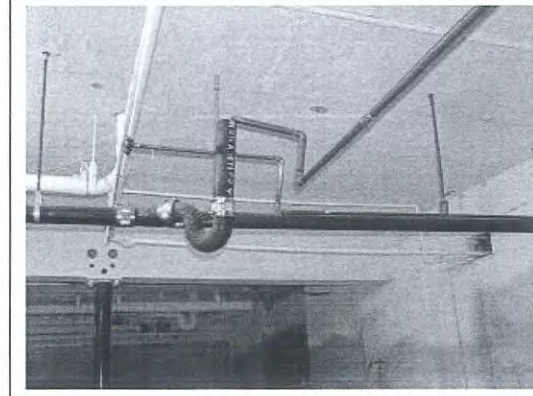
Facing: East
View of: Historical Society Hallway

Photograph Log
Project No. 22.25172.0003

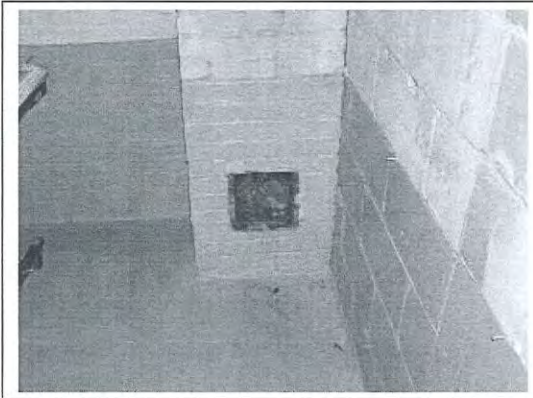
City of Roseville, Fire Station
Roseville, Minnesota



Facing: Southwest
View of: Suspect mold on wall in basement



Facing: Up, basement ceiling
View of: Potential dry trap in sanitary system



Facing: Down, basement
View of: Opening in chimney



Facing: Down
View of: Dry floor drain in basement



1
1929 County Road C2 Wes
Roseville, Minnesota 55113
651.635.9050
Fax 651.635.9080
www.atc-enviro.com

December 15, 2006

Mr. Pat Dolan
Public Works Supervisor
City Of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Subject: Limited Intrusive Microbial Investigation
Firestation #1
2660 Civic Center Drive
Roseville, MN 55113
ATC Project No. 22.25172.0003

Dear Mr. Dolan:

ATC has completed a limited Intrusive microbial investigation of the above-referenced site. Mr. Pat Dolan of The City of Roseville authorized ATC Associates Inc. (ATC) on December 5, 2006 to perform a microbial (mold) intrusive Investigation which included a visual inspection for water damage and mold growth. These activities were performed to assess the sources and/or extent of the visual water damage and mold growth as they may be affecting the Firefighter's Day room and adjacent areas. This investigation was limited to the east elevation of the site building.

A reasonable effort was made to visually identify water damage and suspect microbial impacted areas and collect moisture readings wherever possible. However, this report does not imply a guarantee that all possible water or mold impacted areas were identified since there are many building materials that are hidden or obstructed by walls, flooring, partitions, etc.

BACKGROUND INFORMATION

ATC conducted a Limited Initial Microbial Evaluation on November 9, 2006, which included air sampling for mold spores. The findings in ATC's report dated November 17, 2006 indicated that a reservoir of *Penicillium/Aspergillus* and *Basidiospores* types of mold existed in or near the Fire Fighter's Day Room area. ATC recommended an intrusive investigation to locate the reservoir of mold in or near the Firefighter's Day Room. This report is a supplement to the report dated November 17, 2006.

INTRUSIVE INVESTIGATION OBSERVATIONS

ATC inspected the site on December 5, 2006. David Davis of ATC performed the investigation. The following was observed:

- Water damaged and suspect mold impacted wood rafters, decking, and bridging.
- Water damaged sheetrock attached to the wood decking.
- Suspect mold on fiberglass insulation on ductwork and between the sheetrock and wood rafters.
- Suspect mold on the HVAC diffuser in the Maintenance Room.
- Sewer gas odors from the Basement and the wall inspection penetration in the Maintenance Room.
- Water damaged suspended ceiling tile located above the West Stairway to the Basement and in the Fire Fighter's Day Room area. The walls in these two areas indicate some water damage.

Appendix A contains a figure with observations and notes. Appendix B includes photographic documentation.

MOISTURE METER INVESTIGATION RESULTS

ATC utilized a Delmhorst BD-2100 Moisture Meter to assess moisture content of finish wall materials in the vicinity of the Fire Fighter's Day Room area. The moisture meter displays values in terms of Percent Moisture. All readily accessible moisture readings collected in the vicinity of the Fire Fighter's Day Room area indicated dry conditions.

INTRUSIVE INVESTIGATION CONCLUSIONS AND RECOMMENDATIONS

Based on the visual observations and moisture readings obtained during the invasive investigation of the affected areas, ATC concludes that the previous roof leaks damaged the indicated finish materials and promoted mold growth in several areas. Areas of mold growth or elevated moisture were not identified around plumbing within the investigated wall cavities of the Fire Station.

ATC recommends the following:

- Removal of water damaged soft goods such as acoustical ceiling tiles, sheetrock, and fiberglass.
- Cleaning of all water damaged overhead structural wood surfaces by employing dry scrubbing/sanding followed by application of an approved biocide and anti-microbial encapsulant; or surfacing cleaning which employs a method called soda blasting.
- HVAC Duct cleaning for the affected areas.
- All removal, cleaning and encapsulation work be performed under HEPA filtered negative air containment and be performed by qualified, trained mold remediation personnel.

Limited Intrusive Microbial Evaluation
22.25172.0003
Roseville Fire Station Building
Roseville, Minnesota

ATC Project No.
December 15, 2006
Page 3

LIMITATIONS

ATC provided these services consistent with the level and skill ordinarily exercised by members of the profession currently practicing under similar conditions. This statement is in lieu of other statements either expressed or implied. This report is intended for the sole use of the City of Roseville. The intent of the report is to aid the building owner, architect, construction manager, general contractors, and potential demolition and abatement contractors in locating microbial growth (mold/bacteria). This report is not intended to serve as a bidding document nor as a project specification document and actual site conditions and quantities should be field verified. The scope of services performed in execution of this evaluation may not be appropriate to satisfy the needs of other users, and use or re-use of this document, the findings, conclusions, or recommendations is at the risk of said user. Although a significant effort has been made to identify suspect fungi (mold) in the areas identified, the inspection techniques used are inherently limited in the sense that only full demolition procedures will reveal all building materials of a structure and therefore all areas of potential fungal growth.

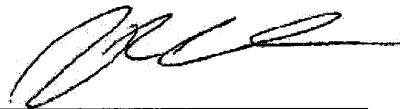
Additionally, the passage of time may result in a change in the environmental characteristics at this site. This report does not warrant against future operations or conditions that could affect the recommendations made. The results, findings, conclusions and recommendations expressed in this report are based only on conditions that were observed during ATC's inspection of the site.

Thank you for this opportunity to be of service to the City of Roseville. If you have questions or we can assist you further, please call us at 651-635-9050.



This report prepared by: **Dave Davis**

Project Manager, CMI



This report reviewed by: **J. Wesley, Cochran**

Project Manager, CIH

APPENDIX A

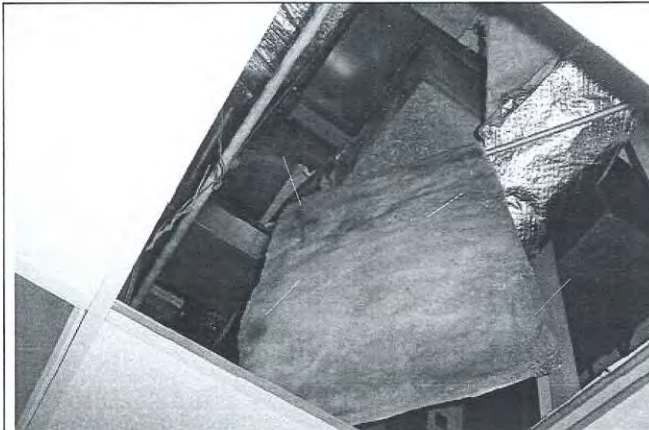
FIGURE



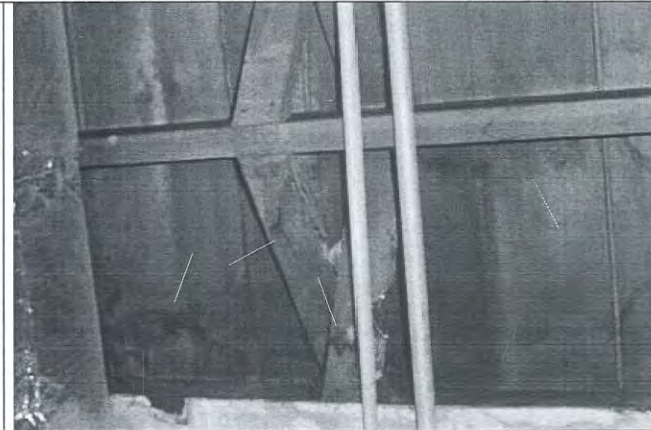
APPENDIX B
PHOTOGRAPHIC DOCUMENTATION

Photograph Log – December 5, 2006
Project No. 22.25172.0003

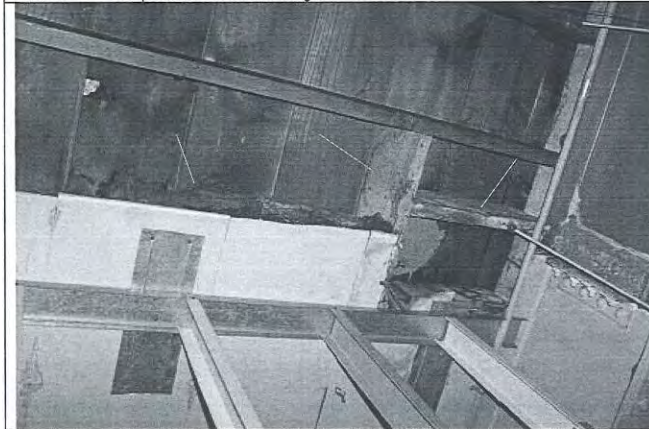
City of Roseville, Firestation Number 1
2660 Civic Center Drive, Roseville, Minnesota



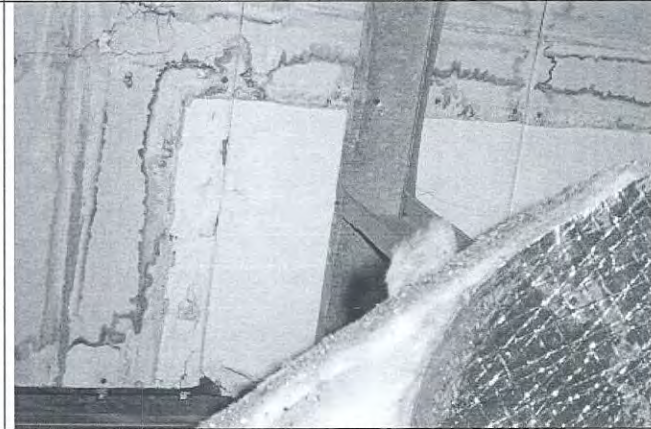
Location: Kitchen Area, above suspended ceiling tile.
View of: Suspect black mold on fiberglass insulation.



Location: Kitchen Area, above suspended ceiling tile.
View of: Moisture damage on wood deck and bridging.



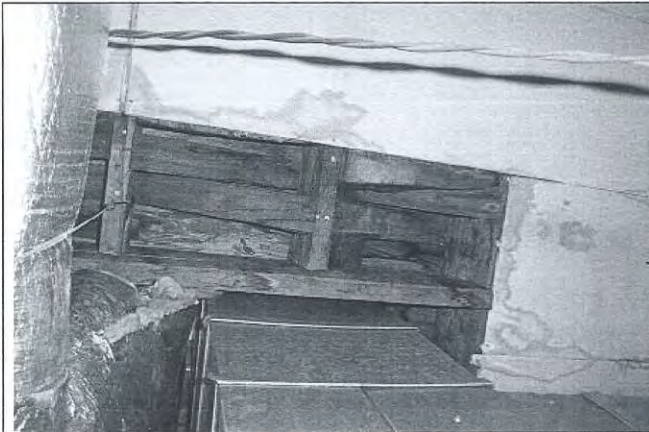
Location: Kitchen Area, above suspended ceiling tile.
View of: Suspect black mold on fiberglass insulation, and moisture damage to wood rafters.



Location: Kitchen Area, above suspended ceiling tile.
View of: Moisture damage on sheetrock attached to the wood rafters.

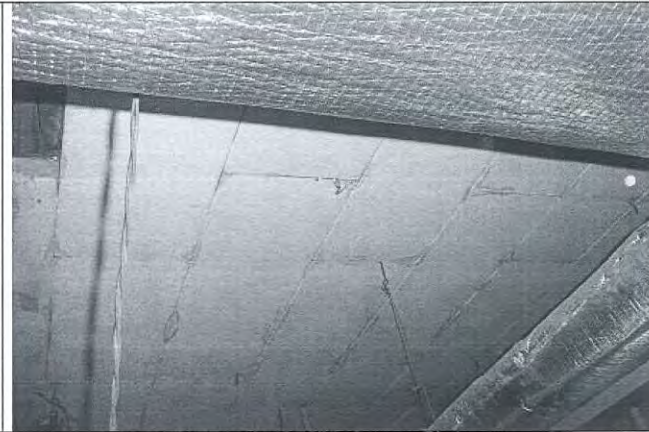
Photograph Log – December 5, 2006
Project No. 22.25172.0003

City of Roseville, Firestation Number 1
2660 Civic Center Drive, Roseville, Minnesota



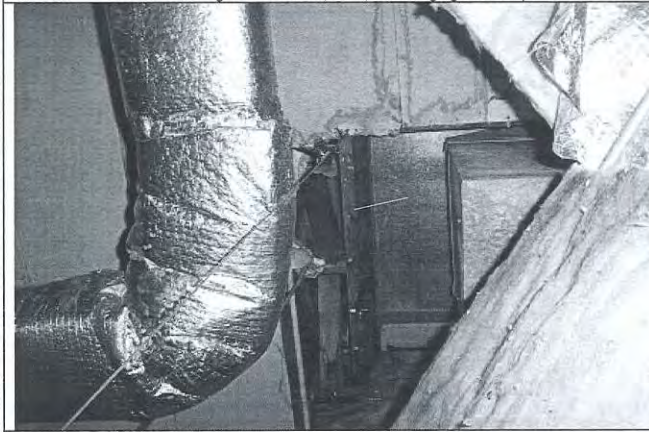
Location: Kitchen Area, above suspended ceiling tile.

View of: Moisture damage of the rafters, deck, and bridging at a roof penetration.



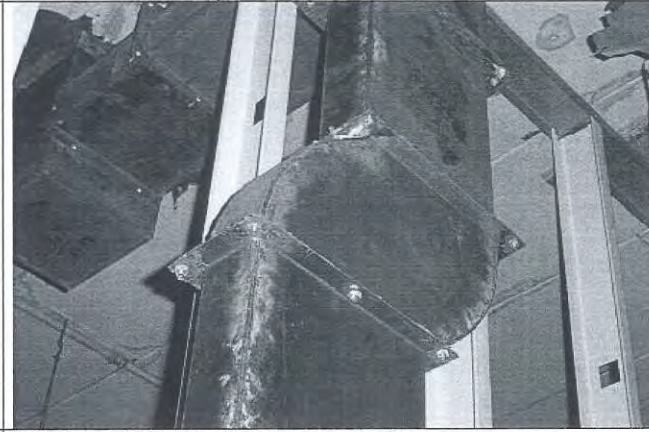
Location: Kitchen and Day Room Area, above suspended ceiling tile.

View of: Moisture damage on sheetrock attached to the wood rafters.



Location: Kitchen Area, above suspended ceiling tile.

View of: Moisture damage on sheetrock, wood rafters and bridging at a roof penetration.



Location: Kitchen Area, above suspended ceiling tile.

View of: Rusty duct from stove vent hood indicating previous high moisture condition.

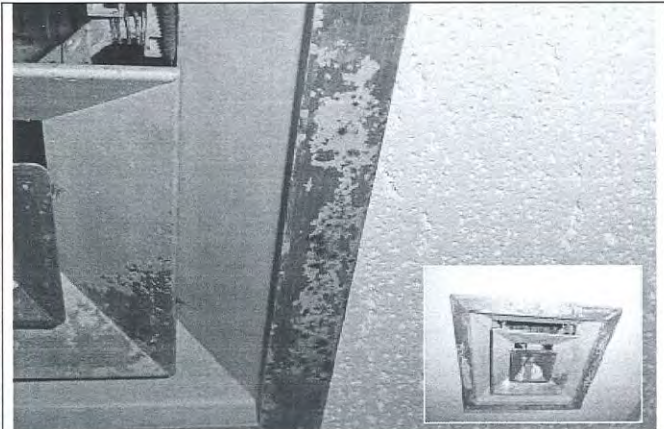
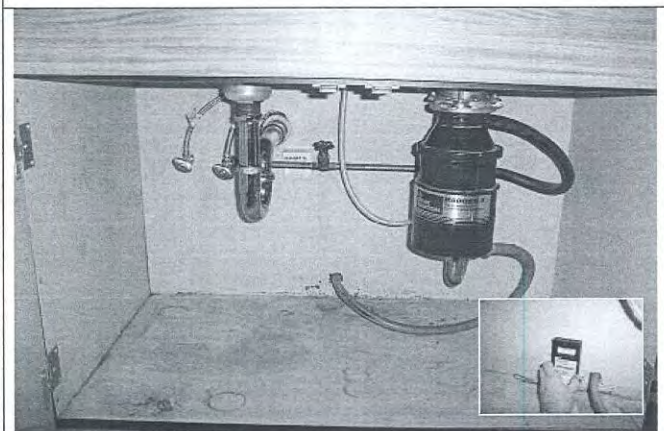
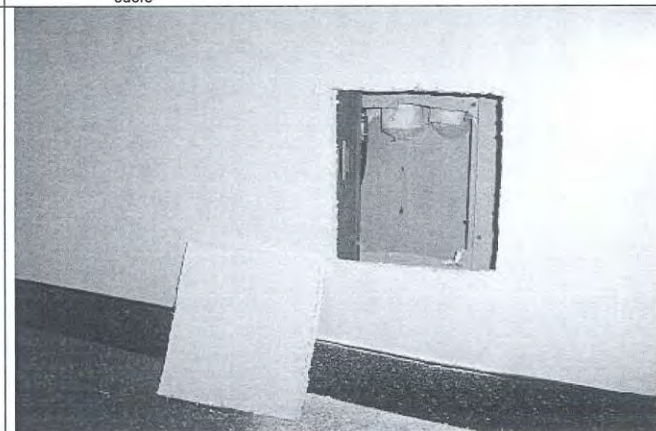
Photograph Log – December 5, 2006
Project No. 22.25172.0003

City of Roseville, Firestation Number 1
2660 Civic Center Drive, Roseville, Minnesota

	
Location: East area above Offices and Bathroom.	Location: East area above Offices and Bathroom.
	
Location: West area above West Stairway to Basement. View of: Stained ceiling tile.	Location: West area above West Stairway to Basement. View of: Wall and wood furring strip water damaged. Mouse droppings observed on ceiling tile.

Photograph Log – December 5, 2006
Project No. 22.25172.0003

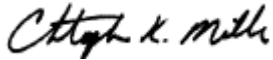
City of Roseville, Firestation Number 1
2660 Civic Center Drive, Roseville, Minnesota

	
Location: Maintenance Room. View of: Suspect mold on ceiling diffuser.	Location: Wall inspection penetration: Maintenance Room opposite Men's Bathroom. View of: No moisture damage within the wall cavity, dry moisture reading, sewer gas odors
	
Location: Kitchen sink View of: Water staining but dry moisture reading.	Location: Wall inspection penetration: Corridor opposite the Kitchen shk. View of: No moisture damage within the wall cavity and a dry moisture reading.

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 12 . a

Department Approval



City Manager Approval



Item Description: Adopt an Ordinance to Exercise the Use of the City's Port Authority for the Purposes of Financing the Construction of a new Fire Station and Park Improvements

BACKGROUND

At the October 10th and October 17th City Council meetings, the Council received information regarding the use of the City's Port Authority to finance the construction of a new fire station and park improvements. The City Council is now asked to adopt an ordinance to formally identify the issuance of general obligations bonds under the City's Port Authority.

Mary Ippel, from the law firm of Briggs & Morgan, serves as the City's Bond Counsel. She will be present at the meeting to address these and any other inquiries.

POLICY OBJECTIVE

Enabling the City's Port Authority to finance the construction of a new fire station and park improvements is consistent with the goals established by Imagine Roseville 2025, and prior Council directives.

FINANCIAL IMPACTS

An \$8 million bond for the Fire Station is expected to have an annual impact of approximately \$36, or \$3 per month for a typical home. The annual debt service would be approximately \$735,000.

A \$19 million (overall) bond for Park Improvements is expected to have an annual impact of approximately \$70, or \$6 per month for a typical home. The annual debt service would be approximately \$1,430,000.

STAFF RECOMMENDATION

Staff recommends the Council enact an Ordinance to exercise the use of the City's Port Authority for the purposes of financing the construction of a new fire station and park improvements.

23 **REQUESTED COUNCIL ACTION**

24 Motion to adopt an Ordinance to exercise the use of the City's Port Authority for the purposes of financing
25 the construction of a new fire station and park improvements.

26

27

Prepared by: Chris Miller, Finance Director

Attachments: A: Port Authority Ordinance

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CITY OF ROSEVILLE

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY OF ROSEVILLE TO ISSUE GENERAL
OBLIGATION BONDS IN THE EXERCISE OF THE
CITY'S PORT AUTHORITY POWERS

THE CITY OF ROSEVILLE ORDAINS:

Section 1. Recitals.

(a) Pursuant to Minnesota Statutes, Section 469.082, the City of Roseville, Minnesota (the "City") may exercise all of the powers of a port authority provided by Minnesota Statutes, Sections 469.048 to 469.068; and

(b) the City proposes to undertake a redevelopment project consisting of redeveloping various components of its park system and constructing a new fire station because of water infiltration, mold problems, and general deterioration at an existing fire station located at Woodhill and Lexington Avenues (the "Project") in the exercise of its legal powers and in furtherance of its goals and purposes, and requires financing for the Project; and

(c) the City believes that it is desirable and necessary it issue general obligation bonds to provide funds to finance the Project.

Section 2. Bonding Authorization. Pursuant to and in accordance with the provisions of this Ordinance and the provisions of Minnesota Statutes, Sections 469.060 and 469.082 and Chapter 475, the issuance of general obligation bonds by the City, in one or more series, in fully registered form, and in the aggregate principal amount not to exceed \$27,000,000 (the "Bonds"), for the purpose of providing funds to assist in financing the Project, together with such costs of issuance and related costs as may be incidental to the issuance of the Bonds is hereby authorized and found to be proper. The Bonds shall be issued and sold by the City in the exercise of its port authority powers for the purpose of financing the Project. The City Council hereby gives specific consent to the pledge of the City's full faith, credit, and resources to the payment and security of the Bonds and authorizes the levy of taxes for the payment of the Bonds. The issuance of the Bonds shall be further subject to the consent and approval of the City Council by resolution as to the form, content, and specific details of the Bonds and their rate or rates of interest.

Section 3. Effective Date. The effective date of this Ordinance shall take effect and be in force following its publication in the official newspaper of the City.

61 Passed this 24th day of October, 2011.

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Attest:

Mayor

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66

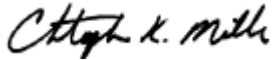
67

City Manager

REQUEST FOR COUNCIL ACTION

Date: 10/24/11
Item No.: 12.b

Department Approval



City Manager Approval



Item Description: Authorize the Sale of \$10 Million in Bonds to Finance the Construction of a new Fire Station and Park Improvements

BACKGROUND

By previous Council action, the Council has approved the necessary steps to utilize the City's Port Authority to finance the construction of a new fire station and park improvements. The Council is now asked to formally authorize the issuance of general obligations bonds.

The attached resolution authorizes the issuance of \$10 million of general obligation bonds to be repaid solely from property taxes. The bond sale date will be set for November 24, 2011. The award of the bonds will take place on the same date at the City Council meeting.

POLICY OBJECTIVE

The issuance of bonds to finance the construction of a new fire station and park improvements is consistent with the goals established by Imagine Roseville 2025, and prior Council directives.

FINANCIAL IMPACTS

See attached.

STAFF RECOMMENDATION

Staff recommends the Council approve the sale of bonds to finance the construction of a new fire station and park improvements.

REQUESTED COUNCIL ACTION

Approve the attached resolution authorizing the sale of \$10 million in general obligation bonds to finance the construction of a new fire station and park improvements.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution to authorize the sale of \$10 million in general obligation bonds to finance the construction of a new fire station and park improvements.

EXTRACT OF MINUTES OF A MEETING
OF THE CITY COUNCIL
CITY OF ROSEVILLE, MINNESOTA

HELD: October 24, 2011

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Roseville, Ramsey County, Minnesota, was duly held at the City Hall on October 24, 2011, at 6:00 P.M. for the purpose in part of authorizing the competitive negotiated sale of the \$10,000,000 General Obligation Bonds, Series 2011A.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF
\$10,000,000 GENERAL OBLIGATION BONDS, SERIES 2011A

A. WHEREAS, the City Council of the City of Roseville, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue \$10,000,000 General Obligation Bonds, Series 2011A (the "Bonds") to finance public safety and open space improvements within the City; and

B. WHEREAS, the City has retained Springsted Incorporated, in Saint Paul, Minnesota ("Springsted"), as its independent financial advisor and is therefore authorized to sell these obligations by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9); and

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

1. Authorization. The City Council hereby authorizes Springsted to solicit proposals for the competitive negotiated sale of the Bonds.

2. Meeting; Proposal Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as Exhibit A for the purpose of considering sealed proposals for, and awarding the sale of, the Bonds. The proposals shall be received at the offices of Springsted and shall be opened at the time specified in such Terms of Proposal.

3. Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Proposal" attached hereto as Exhibit A and hereby approved and made a part hereof.

4. Official Statement. In connection with the sale, the City Manager, Mayor and other officers or employees of the City are hereby authorized to cooperate with Springsted and

participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

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

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF ROSEVILLE

I, the undersigned, being the duly qualified and acting City Manager of the City of Roseville, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council duly called and held on the date therein indicated, insofar as such minutes relate to the City's \$10,000,000 General Obligation Bonds, Series 2011A.

WITNESS my hand on October ____, 2011.

City Manager

EXHIBIT A

TERMS OF PROPOSAL

THE CITY HAS AUTHORIZED SPRINGSTED INCORPORATED TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$10,000,000*

CITY OF ROSEVILLE, MINNESOTA

GENERAL OBLIGATION BONDS, SERIES 2011A

(BOOK ENTRY ONLY)

Proposals for the Bonds and the Good Faith Deposit ("Deposit") will be received on Monday, November 28, 2011, until 10:00 A.M., Central Time, at the offices of Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 6:00 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Springsted will assume no liability for the inability of the bidder to reach Springsted prior to the time of sale specified above. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the Proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Springsted. Signed Proposals, without final price or coupons, may be submitted to Springsted prior to the time of sale. The bidder shall be responsible for submitting to Springsted the final Proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted Proposal.

OR

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all Bids submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic Bid in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

* Preliminary; subject to change.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

DETAILS OF THE BONDS

The Bonds will be dated December 1, 2011, as the date of original issue, and will bear interest payable on March 1 and September 1 of each year, commencing September 1, 2012. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature March 1 in the years and amounts* as follows:

2014	\$565,000	2018	\$605,000	2022	\$675,000	2026	\$755,000
2015	\$575,000	2019	\$625,000	2023	\$690,000	2027	\$780,000
2016	\$585,000	2020	\$640,000	2024	\$715,000	2028	\$805,000
2017	\$595,000	2021	\$655,000	2025	\$735,000		

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the maturity amounts offered for sale. Any such increase or reduction will be made in multiples of \$5,000 in any of the maturities. In the event the principal amount of the Bonds is increased or reduced, any premium offered or any discount taken by the successful bidder will be increased or reduced by a percentage equal to the percentage by which the principal amount of the Bonds is increased or reduced.*

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption and must conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The Finance Director of the City will serve as registrar.

OPTIONAL REDEMPTION

The City may elect on March 1, 2021, and on any day thereafter, to prepay Bonds due on or after March 1, 2022. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are

called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. The proceeds will be used to finance public safety and open space improvements.

BIDDING PARAMETERS

Proposals shall be for not less than \$10,000,000 (Par) and accrued interest on the total principal amount of the Bonds.

No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates are not required to be in level or ascending order; however, the rate for any maturity cannot be more than 1% lower than the highest rate of any of the preceding maturities. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

GOOD FAITH DEPOSIT

Proposals, regardless of method of submission, shall be accompanied by a Deposit in the amount of \$100,000, in the form of a certified or cashier's check, a wire transfer, or Financial Surety Bond and delivered to Springsted Incorporated prior to the time proposals will be opened. Each bidder shall be solely responsible for the timely delivery of their Deposit whether by check, wire transfer or Financial Surety Bond. Neither the City nor Springsted Incorporated have any liability for delays in the transmission of the Deposit.

Any Deposit made by **certified or cashier's check** should be made payable to the City and delivered to Springsted Incorporated, 380 Jackson Street, Suite 300, St. Paul, Minnesota 55101.

Any Deposit sent via **wire transfer** should be sent to Springsted Incorporated as the City's agent according to the following instructions:

Wells Fargo Bank, N.A., San Francisco, CA 94104
ABA #121000248
for credit to Springsted Incorporated, Account #635-5007954
Ref: Roseville, MN Series 2011A Good Faith Deposit

Contemporaneously with such wire transfer, the bidder shall send an e-mail to bond_services@springsted.com, including the following information; (i) indication that a wire transfer has been made, (ii) the amount of the wire transfer, (iii) the issue to which it applies, and (iv) the return wire instructions if such bidder is not awarded the Bonds.

Any Deposit made by the successful bidder by check or wire transfer will be delivered to the City following the award of the Bonds. Any Deposit made by check or wire transfer by an unsuccessful bidder will be returned to such bidder following City action relative to an award of the Bonds.

If a **Financial Surety Bond** is used, it must be from an insurance company licensed to issue such a bond in the State of Minnesota and pre-approved by the City. Such bond must be submitted to Springsted Incorporated prior to the opening of the proposals. The Financial Surety Bond must identify each underwriter whose Deposit is guaranteed by such Financial Surety Bond. If the Bonds are awarded to an underwriter using a Financial Surety Bond, then that underwriter is required to submit its Deposit to the City in the form of a certified or cashier's check or wire transfer as instructed by Springsted Incorporated not later than 3:30 P.M., Central Time on the next business day following the award. If such Deposit is not received by that time, the Financial Surety Bond may be drawn by the City to satisfy the Deposit requirement.

The Deposit received from the purchaser, the amount of which will be deducted at settlement, will be deposited by the City and no interest will accrue to the purchaser. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser.

Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser through DTC in New York, New York. Delivery will be subject to receipt by the purchaser of an approving legal opinion of Briggs and Morgan, Professional Association, of Saint Paul and Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has

been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

On the date of actual issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Undertaking (the "Undertaking") whereunder the City will covenant for the benefit of the owners of the Bonds to provide certain financial and other information about the City and notices of certain occurrences to information repositories as specified in and required by SEC Rule 15c2-12(b)(5).

OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Financial Advisor to the City, Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded 100 copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated October 24, 2011

BY ORDER OF THE CITY COUNCIL

/s/ William J. Malinen
City Manager

REQUEST FOR COUNCIL ACTION

Date: October 24, 2011
Item No.: 12.c

Department Approval

City Manager Approval



Item Description: Set 2012 City Council Meeting Dates

1 **BACKGROUND**

2 Each year the Council sets the following year's meeting calendar so that Council and staff can
3 plan their work load and meet statutory requirements.

4 **REQUESTED COUNCIL ACTION**

5 Approve the 2012 City Council regular meeting dates.

6

Prepared by: **Bill Malinen, City Manager**

Attachments: A: Proposed Calendar of 2012 meeting dates
 B: Federal Holidays



DRAFT 2012 City Council DRAFT Meeting Schedule

The Roseville City Council will meet at 6:00 p.m. in the City Council Chambers of Roseville City Hall, 2660 Civic Center Drive, on the following dates:

January

9 *Org Meeting*
23

February

(6)
13
27

March

12
19
26

April

9
16
23

May

14
21

June

11
18

July

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16
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August

13
20
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September

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17
24

October

8
15
22

November

19
26

December

3
10

Note: Rosefest Parade Monday, 6/25

Federal Holidays and Federal Holiday Calendar

Holiday Calendar

- January Holidays
- February Holidays
- March Holidays
- April Holidays
- May Holidays
- June Holidays
- July Holidays
- August Holidays
- September Holidays
- October Holidays
- November Holidays
- December Holidays

Federal Holidays

- Date of Easter
- Birthstones & Gems
- Daylight Saving Time



OfficeDeal.com Save up to 60% on Office Furniture. Free Shipping & New Deal Every Day! OfficeDeal.com

Trendy Christmas Cards Designer greeting cards featuring your photos. Flat, folded & die-cut www.haroldspphoto.com

Government Bid Opportunities Thousands of New Bids Added Daily Competitors Can't Beat Our Prices www.StateandFederalBids.com

The tables below list the calendar days and dates of various Federal holidays (also known as U.S., American, or national holidays) and provide links to the official federal government holiday calendars for 2009, 2010, 2011, 2012, 2013, 2014, 2015 and 2016. Some holidays are "fixed" - for example, Christmas is always December 25. Other holidays are fixed only to a particular day of the week in relation to a particular week of a fixed month - for example, Washington's Birthday (Presidents' Day) is always the 3rd Monday in February. Federal government holidays are listed for calendar years 2009, 2010, 2011, 2012, 2013, 2014, 2015, and 2016. List includes all 10 Federal holidays.

List of Federal Calendar Holidays

Holiday	2009	2010	2011	2012	2013	2014	2015	2016
MLK Jr Day -- 3rd Monday in January	Jan 19	Jan 18	Jan 17	Jan 16	Jan 21	Jan 20	Jan 19	Jan 18
Presidents Day* -- 3rd Monday in February	Feb 16	Feb 15	Feb 21	Feb 20	Feb 18	Feb 17	Feb 16	Feb 15
Memorial Day -- Last Monday in May	May 25	May 31	May 30	May 28	May 27	May 26	May 25	May 30
Labor Day -- 1st Monday in September	Sep 7	Sep 6	Sep 5	Sep 3	Sep 2	Sep 1	Sep 7	Sep 5
Columbus Day -- 2nd Monday in October	Oct 12	Oct 11	Oct 10	Oct 8	Oct 14	Oct 13	Oct 12	Oct 10
Thanksgiving -- 4th Thursday in November	Nov 26	Nov 25	Nov 24	Nov 22	Nov 28	Nov 27	Nov 26	Nov 24

- New Year's Day -- January 1
 - Martin Luther King, Jr. Day -- 3rd Monday in January
 - Presidents Day (Washington's Birthday) -- 3rd Monday in February
 - Memorial Day -- Last Monday in May
 - Independence Day -- July 4
 - Labor Day -- 1st Monday in September
 - Columbus Day -- 2nd Monday in October
 - Veterans Day -- November 11
 - Thanksgiving -- 4th Thursday in November
 - Christmas -- December 25
 - Inauguration Day -- January 20 (2009, 2013, 2017 etc - every 4 years)
- (Please see OPM 2009 calendar link below for information.)

*Presidents' Day is also known as Washington's Birthday.

This Congressional Research Service report [.pdf document] discusses the history of each Federal Holiday:

CRS Report for Congress - Federal Holidays: Evolution and Application

Please note that most Federal employees work on a Monday through Friday schedule. For these employees, when a holiday falls on a Saturday or Sunday, then the holiday is usually observed on Monday (if the holiday falls on Sunday) or Friday (if the holiday falls on Saturday).

REQUEST FOR COUNCIL ACTION

Date: October 24, 2011
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Consider Amending Rule #5 City Council Rules of Procedure Relating to Video Presentations

BACKGROUND

Earlier this fall, a resident asked to present a video to the council rather than speaking in person. The City had not made that option available previously so staff wanted review concerns before making a recommendation about having video testimony.

Staff contacted neighboring cities, requesting video policies and concerns. Several cities have policies that they shared with staff. Generally concerns centered around formats and technological compatibility and virus protection.

Based on other cities' experiences, staff drafted the attached rule to facilitate the use of alternative formats.

POLICY OBJECTIVE

Ensure residents have the opportunity to provide information in alternate formats.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Consider Rule 5 for the Council's Rules and Procedures.

REQUESTED COUNCIL ACTION

Consider Rule 5 for the Council's Rules and Procedures.

Prepared by: William J. Malinen, City Manager

Attachments: A: Draft Rule 5
B: City Council Rules and Procedures

Rule 5 Public Comment

g. Public Comment may be submitted in a video format, in accordance with the additional guidelines:

- Videos (or internet links to videos) must be submitted at least two business days in advance of a meeting. Staff will ensure that format or equipment is technologically compatible with the City's computer or video equipment.
- Videos may not include material that is slanderous, pornographic, illegal, demeaning to others, invasion of privacy, political campaign materials, as determined by the city manager or designee, or materials covered by copyright.
- Presenters are asked, if possible, to provide a transcript of the video that can be shared with residents who are hard of hearing.
- Public comment is designed so the Council can hear concerns of residents. Thus presenters should avoid showing pre-produced videos from outside interest groups.
- The presenter of a video must identify him/herself.
- The playing time for the video shall be counted as part of the allowed speaking time of the presenter.
- Multiple presenters are not allowed to pool their time in order to present a longer video.
- Individuals who cannot attend a meeting may submit a video. The video will be made available to councilmembers and the public but will not be shown at a council meeting.

Roseville City Council

Rules of Procedure

January 10, 2011

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 (and Report on Previous Public Comments)
- 4) Council Communications, Reports and Announcements
- 5) Recognitions, Donations and 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;

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

A Councilmember may request the addition of an agenda item at the same meeting at which the item is to be addressed. However, the addition of an agenda item shall require the approval of a majority of the Councilmembers present.

Rule 4 Electronic and/or Paper Agenda Packets

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

Rule 5 Public Comment

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

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

Rule 6 Issue and Meeting Curfew

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

Rule 7 City Council Task Force or Subcommittee Formation

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

Rule 8 Recording of Meetings

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

Rule 9 Suspension of Rules

Pursuant to Rosenberg's Rules of Order, these Rules may be suspended in specific situations upon a 2/3s vote of the City Council.

Rule 10 Effective Date

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

REQUEST FOR COUNCIL ACTION

Date: October 24, 2011
Item No.: 13.b

Department Approval

City Manager Approval



Item Description: League of Minnesota Cities Legislative Agenda

1 **BACKGROUND**

2 Each year the League of Minnesota Cities (LMC) provides cities with Draft City Policies and
3 asks member cities to provide feedback on potential legislation that affects cities.

4 Councilmembers received an electronic copy of the Draft 2012 City Policies on October 6.

5 This information helps the League to focus their resources on topics of the most interest to
6 municipalities. Potential legislation considers ways cities can improve service delivery; improve
7 local economies; improve fiscal futures; human resources; data practices; and federal
8 employment law. The deadline to provide feedback is November 1, 2011.

9 **POLICY OBJECTIVE**

10 Ensure that the LMC works with the Legislature to protect the best interest of municipal
11 governments.

12 **FINANCIAL IMPACTS**

13 None

14 **STAFF RECOMMENDATION**

15 Provide staff with direction on legislative initiatives proposed by the LMC so the City can
16 comment on issues of the greatest interest to Roseville.

17 **REQUESTED COUNCIL ACTION**

18 Provide staff with direction on legislative initiatives proposed by the LMC so the City can
19 comment on issues of the greatest interest to Roseville.

20
Prepared by: William J. Malinen, City Manager

Attachment: A. Draft 2012 City Policies
Table of Contents



DRAFT 2012 CITY POLICIES

Please note:

- *Initials following each policy are those of the policy author.*
- *Underlining indicates new language.*
- *Strikeouts indicate deleted language.*

**Send comments to policycomments@lmc.org
or contact an IGR representative**

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Comment period ends Tuesday, November 1, 2011

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