City Council Agenda

Monday, November 28, 2011

6:00 p.m.

City Council Chambers

(Times are Approximate)

6:00 p.m.	**1.**	**Roll Call** Voting & Seating Order for November: Willmus, Pust, Johnson, McGehee, Roe
6:02 p.m.	**2.**	**Approve Agenda**
6:05 p.m.	**3.**	**Public Comment**
6:10 p.m.	**4.**	**Council Communications, Reports and Announcements**
6:15 p.m.	**5.**	**Recognitions, Donations and Communications**
	6.	**Approve Minutes**
6:20 p.m.	**7.**	**Approve Consent Agenda**
		a. Approve Payments
		b. Approve Business Licenses
		c. Authorize Participation in the 2012 State Fuel Contract
		d. Adopt Resolution Authorizing the City Manager to Apply for the SCORE Funding Grant
		e. Accept Target Corporation Donation for Shop with a Cop
		f. Adopt a Resolution Categorizing City Fund Balances
6:30 p.m.	**8.**	**Consider Items Removed from Consent**
	9.	**General Ordinances for Adoption**
6:40 p.m.		a. Consider an Ordinance Amending Chapter 314.05 Adopting the 2012 Fee Schedule
6:45 p.m.		b. Consider an Ordinance Amending City Code Chapter 302 Pertaining to Non-renewal of Liquor Licenses
	10.	**Presentations**
6:55 p.m.		a. Ramsey County Presentation of Rice Street Project Phase II
7:10 p.m.		b. Ramsey County Presentation of County Road B2 Project

11. Public Hearings

12. Business Items (Action Items)

7:25 p.m. a. Consider a Resolution Certifying Delinquent and Other Charges to the County

7:40 p.m. b. Consider Approving Legislative Agenda

13. Business Items – Presentations/Discussions

7:50 p.m. a. Discuss Revised Joint Powers Agreement Regarding Grass Lake Water Management Organization and Funding Request

8:20 p.m. **14. City Manager Future Agenda Review**

8:25 p.m. **15. Councilmember Initiated Items for Future Meetings**

16. Adjourn

Some Upcoming Public Meetings………

Monday	Dec 5	6:00 p.m.	City Council Meeting
Tuesday	Dec 6	6:30 p.m.	Parks & Recreation Commission
~~Wednesday~~	~~Dec 7~~	~~6:30 p.m.~~	~~Planning Commission~~ Cancelled
Monday	Dec 12	6:00 p.m.	City Council Meeting
~~Tuesday~~	~~Dec 13~~	~~6:30 p.m.~~	~~Human Rights Commission~~ Cancelled
Tuesday	Dec 27	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Jan 9	6:00 p.m.	City Council Meeting

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

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/2011
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	$68,406.54
64655-64723	$321,300.16
Total	$389,706.70

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director
Attachments: A: n/a

Accounts Payable

Checks for Approval

User: mary.jenson
Printed: 11/16/2011 - 4:13 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/16/2011	Housing & Redevelopment Agency	Advertising	Grupo Creativo	Green Remodeling Plan Book	6,678.00
0	11/16/2011	Housing & Redevelopment Agency	Advertising	Grupo Creativo	Living Smarter Newsletter Developm	750.00
0	11/16/2011	Housing & Redevelopment Agency	Advertising	Grupo Creativo	Living Smarter Web Sit Edits	337.50
0	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	FSH Communications-LLC	Payphone Advantage	64.13
0	11/16/2011	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Ice Line Paint	119.60
0	11/16/2011	TIF District #17-Twin Lakes	Contractor payments	Eureka Construction	Project 01814-00	6,449.75
0	11/16/2011	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	HCI Meeting Supplies Reimbursemer	8.99
0	11/16/2011	Recreation Fund	Printing	Roseville Area Schools	Copy Charges	200.00
0	11/16/2011	Recreation Fund	Operating Supplies	Sysco Mn	Coffee Supplies	427.43
0	11/16/2011	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	186.00
0	11/16/2011	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	1,000.00
0	11/16/2011	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Octobe	5,752.32
0	11/16/2011	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-300227	Payroll Deduction for 11/15 Payroll	4,979.03
0	11/16/2011	General Fund	210501 - PERA Life Ins. Ded.	NCPERS Life Ins#7258500	Payroll Deduction for 11/15 Payroll	48.00
0	11/16/2011	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for 11/15 Payroll	1,251.30
0	11/16/2011	General Fund	211402 - Flex Spending Health	[redacted]	Flexible Benefit Reimbursement	708.41
0	11/16/2011	General Fund	211403 - Flex Spend Day Care	[redacted]	Dependent Care Reimbursement	3,096.26
0	11/16/2011	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	3rd Quarter Programming/Webstream	900.00
0	11/16/2011	General Fund	Contract Maintenance	City of St. Paul	Radio Service-Aug 2011	210.27
0	11/16/2011	General Fund	Contract Maintenance	City of St. Paul	Radio Service-Sep 2011	1,365.78
0	11/16/2011	Recreation Fund	Operating Supplies	Brock White Co	Poly Foam	590.87
0	11/16/2011	General Fund	Contract Maintenance	Ancom Communications	Optimize Radios	3,829.00
0	11/16/2011	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	72.00
0	11/16/2011	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	1,697.36
0	11/16/2011	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating Service	1,155.00
0	11/16/2011	General Fund	Operating Supplies	Uline	Labels	122.52
0	11/16/2011	General Fund	Motor Fuel	Yocum Oil	Fuel	10,819.93
0	11/16/2011	General Fund	Motor Fuel	Yocum Oil	Fuel	569.62
0	11/16/2011	Building Improvements	Skating Center MN Bonding Proj	Northern Air Corp	Oval Snow Melt Project-Final Payme	4,363.75
0	11/16/2011	Community Development	Professional Services	TR Computer Sales, LLC	Expired Permit Report	30.00
0	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	PCS Safety System, Inc.	Camera System Installation	307.50
0	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	PCS Safety System, Inc.	Camera System Installation	307.50
0	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	PCS Safety System, Inc.	Camera System Installation	82.50
0	11/16/2011	Recreation Fund	Operating Supplies	Grainger Inc	Lamp, Electrical Supplies	247.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/16/2011	Recreation Fund	Operating Supplies	Grainger Inc	Credit	-56.56
0	11/16/2011	Recreation Fund	Operating Supplies	Grainger Inc	Cutter, Couplings, Connectors	44.17
0	11/16/2011	Recreation Fund	Operating Supplies	Grainger Inc	Orange Cone	82.53
0	11/16/2011	Recreation Fund	Operating Supplies	Grainger Inc	Cleaning Supplies	37.71
0	11/16/2011	Community Development	Computer/Software Replacement	SHI International Corp	Computer Equipment	344.14
0	11/16/2011	General Fund	Training	Streicher's	Tactical Gear	1,518.35
0	11/16/2011	Police Forfeiture Fund	Professional Services	Streicher's	Microphones	245.81
0	11/16/2011	East Metro SWAT	Operating Supplies	Streicher's	Long Range Mags	3,727.79
0	11/16/2011	General Fund	Clothing	Streicher's	Tactical Vests	2,384.96
0	11/16/2011	P & R Contract Mantenance	Clothing	North Image Apparel, Inc.	Jackets, Sweatshirts	119.00
0	11/16/2011	Water Fund	Clothing	North Image Apparel, Inc.	Jackets, Sweatshirts	80.75
0	11/16/2011	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	78.45
0	11/16/2011	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	11.78
0	11/16/2011	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	197.51
0	11/16/2011	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	145.48
0	11/16/2011	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	151.07
0	11/16/2011	Water Fund	Office Supplies	Innovative Office Solutions	Office Supplies	72.74
0	11/16/2011	Storm Drainage	Office Supplies	Innovative Office Solutions	Office Supplies	72.74
0	11/16/2011	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	420.66
					Check Total:	68,406.54
64655	11/16/2011	East Metro SWAT	Operating Supplies	AAFES	East Metro SWAT Meals	2,250.58
					Check Total:	2,250.58
64656	11/16/2011	Information Technology	Contract Maintenance	Access Communications Inc	Technician Labor	386.03
					Check Total:	386.03
64657	11/16/2011	Police Forfeiture Fund	Professional Services	Aercor Wireless, Inc	Aercor Services - Installation and Cor	837.00
64657	11/16/2011	Police Forfeiture Fund	Professional Services	Aercor Wireless, Inc	Sales Tax Charged to Police	850.00
64657	11/16/2011	Information Technology	Operating Supplies	Aercor Wireless, Inc	Sales Tax Charged to IT	167.87
64657	11/16/2011	Police Grants	e-Citation Implementation	Aercor Wireless, Inc	090NMXEP-Net Motion Mobility XV	4,250.00
64657	11/16/2011	Information Technology	Contract Maintenance	Aercor Wireless, Inc	090NMPXEP - NetMotion Policy Ma	1,075.26
64657	11/16/2011	Police Grants	e-Citation Implementation	Aercor Wireless, Inc	090NMPXEP - NetMotion Policy Ma	517.75
64657	11/16/2011	Police Grants	e-Citation Implementation	Aercor Wireless, Inc	090NMPRMNT# - Premium Mainten	5,232.50
64657	11/16/2011	Information Technology	Operating Supplies	Aercor Wireless, Inc	090NMPRMNT# - Premium Mainten	1,750.00
64657	11/16/2011	Information Technology	Operating Supplies	Aercor Wireless, Inc	Aercor Services - Installation and Cor	1,143.00
					Check Total:	15,823.38
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	130.39
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	29.93
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	115.00
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	13.36
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	576.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	81.95
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	45.59
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	98.33
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	70.54
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	81.23
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	14.96
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	255.81
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	137.33
64658	11/16/2011	General Fund	Clothing	Aspen Mills Inc.	Clothing	177.28
					Check Total:	1,828.20
64660	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	Baycom, Inc	Camera, Antenna	448.00
					Check Total:	448.00
64661	11/16/2011	General Fund	Professional Services	BCA	Seven Units @ $40 Per Month X 3 M	840.00
					Check Total:	840.00
64662	11/16/2011	Recreation Fund	Professional Services	Madeline Bean	Assistant Dance Instructor	63.00
					Check Total:	63.00
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
64663	11/16/2011	General Fund	Training	Bill's Gun Shop & Range North	Range Rental	21.38
					Check Total:	128.28
64664	11/16/2011	General Fund	Professional Services	Brighton Veterinary Hospital	Animal Control Billing-July Through	1,950.00
					Check Total:	1,950.00
64665	11/16/2011	Information Technology	Operating Supplies	CDW Government, Inc.	VMWARE Backup Software	4,374.27
					Check Total:	4,374.27
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	181.64
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	56.10
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	199.36
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	304.96
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	158.10
64666	11/16/2011	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
					Check Total:	986.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
64667	11/16/2011	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.40
64667	11/16/2011	P & R Contract Mantenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.80
					Check Total:	39.20
64668	11/16/2011	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transactions-Sept 2011	1,297.20
					Check Total:	1,297.20
64669	11/16/2011	Fire Station 2011	Professional Services	CNH Architects	Architectural Design	17,085.06
					Check Total:	17,085.06
64670	11/16/2011	Information Technology	Telephone	Comcast Cable	Cable TV, High Speed Internet	73.57
					Check Total:	73.57
64671	11/16/2011	Building Improvements	Other Improvements	Comcast Spotlight	Relocate INET fiber from Fire Statior	4,079.49
					Check Total:	4,079.49
64672	11/16/2011	General Fund	211200 - Financial Support	Diversified Collection Services, Inc.	[redacted]	210.24
					Check Total:	210.24
64673	11/16/2011	Recreation Fund	Advertising	Dollars & Sense	1/3 Page Advertising	450.00
					Check Total:	450.00
64674	11/16/2011	General Fund	Contract Maintnenace	Embedded Systems, Inc.	Tornado Siren Repair	126.72
					Check Total:	126.72
64675	11/16/2011	General Fund	Operating Supplies	Fast Signs	White Reflective Signs	65.19
					Check Total:	65.19
64676	11/16/2011	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Ear Plugs	19.24
64676	11/16/2011	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Ear Plugs	49.03
					Check Total:	68.27
64677	11/16/2011	Recreation Fund	Contract Maintenance	Gilbert Mechanical Contracting	Annual Fire Sprinkler Inspection-Ska	225.00
					Check Total:	225.00
64678	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Custom Squad Build	6,690.39
64678	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Traffic Advisor Installation	807.82
64678	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Inner Edge Light Bar Installation	1,215.02
64678	11/16/2011	Police Vehicle Revolving	Vehicles & Equipment	HealthEast Vehicle Services	Squad Build Labor	6,863.79
					Check Total:	15,577.02

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
64679	11/16/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Equipment	1,485.15
64679	11/16/2011	Information Technology	Operating Supplies	Hewlett-Packard Company	Credit	-149.00
64679	11/16/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	Compaq 8200 Elite	2,585.77
					Check Total:	3,921.92
64680	11/16/2011	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	Payroll Deduction for 11/15 Payroll	538.83
					Check Total:	538.83
64681	11/16/2011	General Fund	Training	Brooke Jennings	Meals During K9 Narc Training	30.05
					Check Total:	30.05
64682	11/16/2011	East Metro SWAT	Professional Services	JFMN-CRC-O Camp Ripley	Range Usage	895.00
					Check Total:	895.00
64683	11/16/2011	General Fund	Clothing	Keeprs Inc	Uniform Supplies	1,360.98
64683	11/16/2011	General Fund	Clothing	Keeprs Inc	Uniform Supplies	59.99
					Check Total:	1,420.97
64684	11/16/2011	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Graven, Chartered	Legal Fees	49.75
					Check Total:	49.75
64685	11/16/2011	General Fund	Professional Services	Kennedy Eye Associates	Single Vision Lens	122.40
					Check Total:	122.40
64686	11/16/2011	Community Development	Professional Services	Land Title, Inc.	Title Search-2529 Maple Lane	100.00
64686	11/16/2011	Community Development	Professional Services	Land Title, Inc.	Title Search-1065 Ryan Ave	100.00
64686	11/16/2011	Community Development	Professional Services	Land Title, Inc.	Title Search-1770 Stanbridge Ave	75.00
64686	11/16/2011	Community Development	Professional Services	Land Title, Inc.	Title Search-1756 Chatsworth	75.00
					Check Total:	350.00
64687	11/16/2011	General Fund	Operating Supplies	Language Line Services	Interpreter Service	58.37
					Check Total:	58.37
64688	11/16/2011	General Fund	Training	Law Enforcement Targets, Inc.	Training Ammunition	47.56
					Check Total:	47.56
64689	11/16/2011	General Fund	Memberships & Subscriptions	League of MN Cities	PATROL Subscription	35.42
					Check Total:	35.42
64690	11/16/2011	General Fund	Operating Supplies	LexisNexis Risk Data Mgmt, Inc.	Minimum Commitment	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	50.00
64691	11/16/2011	General Fund	Motor Fuel	Sarah Mahmud	Mileage Reimbursement	154.29
					Check Total:	154.29
64692	11/16/2011	Information Technology	Contract Maintenance	McAfee, Inc.	Fail Safe Disaster Recovery Service	1,448.94
					Check Total:	1,448.94
64693	11/16/2011	Recreation Fund	Professional Services	MDRA	MN Distance Running Assoc Advertis	175.00
					Check Total:	175.00
64694	11/16/2011	Community Development	Building Surcharge	MN Dept of Labor and Industry	Building Permit Surcharges-Oct 2011	2,264.24
64694	11/16/2011	Community Development	Miscellaneous Revenue	MN Dept of Labor and Industry	Building Permit Surcharges Retention	-45.28
					Check Total:	2,218.96
64695	11/16/2011	HRA Property Abatement Program	Payments to Contractors	Mr. Handyman, LLC	Pool Safety Fencing Down-1065 Ryan	120.00
64695	11/16/2011	HRA Property Abatement Program	Payments to Contractors	Mr. Handyman, LLC	Pool Safety Fencing Down-1170 Stan	150.00
					Check Total:	270.00
64696	11/16/2011	Building Improvements	License / Fire Remodeling	MTG	Campus Fiber Move (Fire Station Pro	3,232.90
64696	11/16/2011	Central Svcs Equip Revolving	Other Improvements	MTG	Conduit	1,000.00
					Check Total:	4,232.90
64697	11/16/2011	General Fund	Medical Services	Multicare Associates	Vaccinations	162.00
					Check Total:	162.00
64698	11/16/2011	Information Technology	Use Tax Payable	Newegg.com	Sales/Use Tax	-1.51
64698	11/16/2011	Information Technology	Operating Supplies	Newegg.com	DVD Burn	23.49
					Check Total:	21.98
64699	11/16/2011	General Fund	Operating Supplies	Newman Traffic Signs, Inc.	2011 Blanket PO for Street Signs	3,485.45
					Check Total:	3,485.45
64700	11/16/2011	Municipal Jazz Band	Temporary Employees	Bob Nielsen	Concert Band Van Loading/Unloading	40.00
					Check Total:	40.00
64701	11/16/2011	Street Construction	Dale St btw Cty C & S Owasso	North Valley, Inc.	MSA Reconstruction Project	179,881.09
64701	11/16/2011	Water Fund	Dale St btw Cty C & S Owasso	North Valley, Inc.	MSA Reconstruction Project	452.20
64701	11/16/2011	Street Construction	2011 PMP	North Valley, Inc.	MSA Reconstruction Project	-33.27
64701	11/16/2011	Street Construction	2011 PMP	North Valley, Inc.	MSA Reconstruction Project	11,431.55
64701	11/16/2011	Storm Drainage	Alladin Street BMP	North Valley, Inc.	MSA Reconstruction Project	1,630.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	193,361.77
64702	11/16/2011	General Fund	Operating Supplies	Philips Healthcare	Battery Pack	212.57
					Check Total:	212.57
64703	11/16/2011	General Fund	211401- HSA Employee	Premier Bank	HSA	2,007.79
64703	11/16/2011	General Fund	211405 - HSA Employer	Premier Bank	HSA	400.00
					Check Total:	2,407.79
64704	11/16/2011	General Fund	Dispatching Services	Ramsey County	911 Dispatch Service-Oct 2011	18,901.85
64704	11/16/2011	General Fund	Professional Services	Ramsey County	Fleet Support-Oct 2011	22.40
64704	11/16/2011	General Fund	Professional Services	Ramsey County	Fleet Support-Oct 2011	510.72
					Check Total:	19,434.97
64705	11/16/2011	General Fund	Professional Services	Ramsey County Prop Rec & Rev	Abstract Recording Fee 2005	46.00
					Check Total:	46.00
64706	11/16/2011	P & R Contract Mantenance	Contract Maintenance	Rick Johnson's Deer & Beaver Inc.	Dead Deer Removal	115.00
					Check Total:	115.00
64707	11/16/2011	Contracted Engineering Svcs	Deposits	Ronald Anderson Construction	Escrow Return-2065 Chatsworth Ct	3,000.00
					Check Total:	3,000.00
64708	11/16/2011	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	Vehicle Repair	635.20
64708	11/16/2011	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	Vehicle Repair	587.63
					Check Total:	1,222.83
64709	11/16/2011	General Fund	Contract Maintenance Vehicles	Rosenbauer Minnesota, LLC	Vehicle Repair	2,403.00
					Check Total:	2,403.00
64710	11/16/2011	Municipal Jazz Band	Operating Supplies	John Rusterholz	CTV Volunteer Supplies Reimbursem	37.18
					Check Total:	37.18
64711	11/16/2011	Recreation Fund	Professional Services	Melissa Schuler	Assistant Dance Instructor	45.50
					Check Total:	45.50
64712	11/16/2011	P & R Contract Mantenance	Operating Supplies	Carmen Simonet	Sign Production	169.00
64712	11/16/2011	P & R Contract Mantenance	Operating Supplies	Carmen Simonet	Arboretum Sign Design	271.69
					Check Total:	440.69
64713	11/16/2011	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Meter Readings	69.53

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
64713	11/16/2011	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Meter Readings	258.60
64713	11/16/2011	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Meter Readings	39.58
					Check Total:	367.71
64714	11/16/2011	General Fund	211200 - Financial Support	Steward, Zlimen & Jungers, LTD	Case #: 09-06243-0	68.90
					Check Total:	68.90
64715	11/16/2011	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	172.50
64715	11/16/2011	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
					Check Total:	177.33
64716	11/16/2011	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Vehicle Supplies	971.28
					Check Total:	971.28
64717	11/16/2011	Recreation Fund	Professional Services	Rachel Tadsen	Assistant Dance Instructor	30.00
					Check Total:	30.00
64718	11/16/2011	General Fund	Professional Services	Trans Union LLC	Credit Report	25.30
					Check Total:	25.30
64719	11/16/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	106.88
64719	11/16/2011	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
64719	11/16/2011	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
64719	11/16/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
64719	11/16/2011	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
64719	11/16/2011	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	133.59
64719	11/16/2011	Police Forfeiture Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
64719	11/16/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	287.92
					Check Total:	982.59
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Credit	-82.68
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Clothing	57.99
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Clothing	59.24
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Clothing	396.08
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Clothing	1,158.28
64720	11/16/2011	General Fund	Training	Uniforms Unlimited, Inc.	Cartridges	1,012.64
64720	11/16/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Clothing	416.67
					Check Total:	3,018.22
64721	11/16/2011	General Fund Donations	K-9 Supplies	University of Minnesota	K9 Supplies	142.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	142.18
64722	11/16/2011	P & R Contract Mantenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	3,278.93
					Check Total:	3,278.93
64723	11/16/2011	Information Technology	Telephone	XO Communications Inc.	Telephone	1,405.71
					Check Total:	1,405.71
					Report Total:	389,706.70

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 7.b

Department Approval	City Manager Approval
Chris K. Miller	WJ Malinen

Item Description: Approval of 2012 Business Licenses

BACKGROUND

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

Solid Waste Hauler
Lightning Disposal
1725 Meadow View Rd
Eagan, MN 55121

Solid Waste Hauler
Keith K Rupenny & Son Disposal Service Inc.
1214 Hall Ave.
West St. Paul, MN 55118

Solid Waste Hauler
GMan Enterprises, LLC
7473 Meadowwood Ct.
Brooklyn Park, MN 55444

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:

ROSEVILLE

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 LIGHTNING DISPOSAL

Business Address 1725 MEADOW VIEW RD EAGAN MN 55121

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

Business Phone 651 457 4434

Contact Person (Business Matters) Robert Nitti

Email Address

Contact Person (Operational Matters)

Email Address

Emergency Contact Informatior

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 X 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 roll-off dumpsters only.

(over)

$125.00

ROSEVILLE

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 Keith Krupenny & Son Disposal Service, Inc.

Business Address 1214 Hall Avenue, West St. Paul, MN. 55118

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

Business Phone 651-457-3680

Contact Person (Business Matters) Kay Krupenny or Donyelle Bitterman

Email Address

Contact Person (Operational Matters)

Email Address

Emergency Contact Informatio

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? 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): Rolloffs only 98% Demo Construction

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

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

X Commercial/Industrial

No - Routes Call In Service only.

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

(over)

ROSEVILLE

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 GMAN ENTERPRISES LLC.

Business Address 7473 Meadowood Ct Brooklyn Park MN 55444
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone 763 269 8182

Contact Person (Business Matters) JIM MARK

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 1

(over)

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/2011
Item No.: 7.c

Department Approval | City Manager Approval

Item Description: Authorization of Joint Fuel Purchase for City Fleet

BACKGROUND

Staff has been participating with local, regional, and state agencies in the joint bidding of fleet fuel to lock in a stable price to minimize budget uncertainty. We feel it is best to once again bid jointly with these agencies and lock in a price for 2012 gasoline and diesel fuel purchases.

Because we will be locked into this contract if we commit to participate, we feel the Council should authorize this joint bidding. We estimate we have saved approximately 17% over the open market pricing for fuel by participating in this contract for 2011. We feel we again have the potential to save on fuel purchases by committing to this contract. No one can predict with any certainty what the fuel market may ultimately do next year. There is some risk that the price on the open market could be more favorable. If we commit to participating again for 2012, we will be locked in to this contract.

The city purchases many items and supplies from joint purchasing contracts. We have been a member of the State of Minnesota Department of Administration Cooperative Purchasing Venture program for many years. These purchases have saved the city thousands of dollars over the years due to the volume of these contracts.

POLICY OBJECTIVE

Staff seeks to find the most cost effective purchasing opportunities to meet budgetary objectives. Many purchasing options are subject to market volatility. We use the best information we are able to obtain and consider historical fluctuations in the market to recommend purchasing authorizations. All purchasing must comply with statutory requirements.

FINANCIAL IMPLICATIONS

We are anticipating that participation in this fuel bid will be our best opportunity to ensure stable fuel pricing for 2012 fleet fuel purchases. Current market pricing has dropped to 7.5 % higher than our contract price for 2011 which will have some impact on 2012 budgets if the contract price is similar or higher. Fuel purchases are funded in department budgets and total approximately $329,300.

STAFF RECOMMENDATION

Staff recommends continuation of our participation in this cooperative purchasing venture.

REQUESTED COUNCIL ACTION

Motion approving participating in joint purchase of fleet fuel for 2012 as part of the State of Minnesota contract.

Prepared by: Duane Schwartz

ROSEVILLE

Request for Council Action

Date: 11/28/11
Item Number: 7.d

Department Approval | **Manager Approval**

WJMalinen

Item Description**:**

Resolution authorizing City Manager to apply for SCORE Funding Grant

Background

State law requires counties to manage the waste produced by citizens and businesses by waste reduction, reuse, and recycling in preference to landfilling. In 1989, the Legislature adopted legislation, based on recommendations made by the Governor's Select Committee on Recycling and the Environment (SCORE), to further waste reduction, reuse, and recycling. Among other things, SCORE statutes authorize state grants for recycling, managing problem materials, educating the public, and other related activities.

Ramsey County passes through a portion of its SCORE funding to cities. The County requires the funding be used for waste reduction, reuse and recycling programs. The County further requires the cities to have a permanent source of funding for their waste reduction, reuse and recycling programs. Roseville responded by approving the establishment of a recycling fee that has been included as a part of the quarterly utility bill.

Ramsey County has announced that cities may apply for SCORE funds for 2012. Grant amounts are based on the amount of funds received from the State and the city's population. In 2012 Roseville is eligible for $69,728.00.

The application process for the grant requires a resolution adopted by the City Council.

Financial Implications

The grant will be used to pay a portion of the Curbside Recycling Program including the Clean Up Day.

Staff Recommendation

It is recommended the Council adopt a resolution authorizing the City Manager to apply for the grant.

Requested Council Action

A motion adopting a resolution authorizing the City Manager to submit a grant application to Ramsey County for a 2012 SCORE Grant in amount of $69,728.00.

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 28th day of December, 2011, at 6:00 p.m.

The following members were present:

and the following were absent:.

Member ___ introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION REQUESTING 2012 SCORE FUNDING GRANT
<u>FOR USE IN ROSEVILLE'S RESIDENTIAL RECYCLING PROGRAM</u>

WHEREAS, the Roseville City Council is committed to residential waste abatement through its curbside recycling program, Clean Up Day, and Leaf Pick Up Program; and

WHEREAS, in order to improve Roseville's waste abatement programs and minimize the cost to Roseville residents; and

WHEREAS, Ramsey County has SCORE Funding Grants available for 2012;

NOW THEREFORE, BE IT RESOLVED, that the City Manager is authorized to submit a grant application to Ramsey County for a 2012 SCORE Funding Grant and that that grant will be used for Roseville's waste abatement programs.

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

and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, 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 28th day of November, 2011, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 28th day of November, 2011.

____

William J. Malinen, City Manager

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/2011
Item No.: 7.e

Department Approval

City Manager Approval

Item Description:
DONATION FROM TARGET CORPORATION TO SUPPORT 2011 SHOP WITH A COP PROGRAM

BACKGROUND

Target Corporation has graciously donated $2,750 in support of the Roseville Police Department's/Tubman Alliance 2011 Shop With A Cop Program scheduled for December 7, 2011. The donation comes in the form of Target gift cards which allow "shoppers" (with help from a police officer) to purchase gifts for family members. Target has been dedicated and generous in its support of the program since the police department initiated the program in 2005.

POLICY OBJECTIVE

Allow the police department to accept the funds donated by Target Corporation. The gift cards will be used to allow a minimum of 15 children to buy gifts for family members at the Roseville Target. In past years, and if funds allow in 2011, families of the "shoppers" will receive $100 in gift cards to purchase food or other needed items.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Allow the police department to accept the funds donated by Target Corporation.

REQUESTED COUNCIL ACTION

Request Council approval to accept the donation from the Target Corporation.

Prepared by: Karen Rubey
Attachments: A: None.

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 7.t

Department Approval

City Manager Approval

Item Description: Categorizing City Fund Balances in Accordance with New Governmental Standards

BACKGROUND

The presentation of municipal financial statements is guided by a number of oversight agencies including the Government Accounting Standards Board (GASB), a national organization that establishes generally accepted accounting and reporting standards for governmental entities. In February 2009, GASB Statement #54: *Fund Balance Reporting and Governmental Fund Type Definitions* was issued.

This Statement prescribed a new financial reporting requirement designed to enhance and clarify fund balance classifications and to promote greater consistency in governmental financial reporting. The Statement establishes fund balance classifications that comprise a hierarchy based on the extent to which a government is bound to constraints imposed upon the use of its financial resources. This Statement only applies to the City's governmental funds; funds that are established for to account for the activities of general programs and services. It does not apply to the City's water, sewer, or other 'enterprise'- type funds.

Under GASB Statement #54, a government's highest level of decision-making authority is required to assign these classifications – in our case, the City Council. The information presented below provides a brief overview of the classifications along with City Staff's recommendation on how to classify existing fund balances.

Fund Balance Classifications

GASB Statement #54 provides for 5 distinct classifications of fund balance. It should be noted that GASB's focus is primarily towards practitioners and the technical reader (as is probably evident by the terms and definitions). Nonetheless, the Council is asked to review the classifications in advance of making a formal determination of where City funds ought to be categorized.

City Staff will be available at the Council meeting to provide additional interpretation and guidance. The classifications are summarized in the table below.

GASB Statement #54 Fund Balance Classifications

Classification	Definition	Examples
Nonspendable	Amounts that cannot be spent because they are either; a) Not in a spendable form. b) Legally or contractually required to be maintained intact.	* Inventories * Prepaid items * Long-term receivables * Permanent principal of endowment funds
Restricted	Amounts that have constraints placed on them by either; a) External creditors such as debt covenants, grantors, contributors, or laws or regulations of another government b) Law through constitutional provisions or enabling legislation	* Restricted by State Statute * Unspent bond proceeds * Grants earned, but not spent * Debt covenants * Taxes dedicated to a specific purpose * Revenues restricted by enabling legislation
Unrestricted – Committed	Amounts that have constraints placed on them by formal action of the government's highest level of decision-making authority.	* The City Council decides to set aside monies for a new facility * Property tax levies set for a specific purpose by resolution
Unrestricted – Assigned	Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.	* The City Council delegates the authority to assign fund balances in specific-purpose funds to the City Manager or Finance Director
Unrestricted - Unassigned	Applies solely to the General Fund, and includes any amounts not reported under other classifications.	* Not applicable

Staff will add that the 'Unrestricted-Assigned' classification will allow Staff to use available monies to accommodate both operational and capital needs within each Fund, as prescribed by the Budget and Capital Improvement Plan. In contrast, the 'Unrestricted-Committed' classification is perhaps best reserved for specific purchases or initiatives that have a strong commitment from the City Council and may require long-term financial decision-making.

City Staff has reviewed the classifications defined under GASB Statement #54. The table shown in *Exhibit B* of *Attachment A* depicts the City's General and special purpose funds along with the recommended fund balance category.

It is further recommended that any ancillary revenues such as interest earnings should be categorized in the same manner as the foundational revenue used to initially establish the fund.

GASB Statement #54 also prescribes the adoption of a Fund Balance Policy and Spending Prioritization Policy. The City already has an existing Fund Balance Policy. Therefore, it is suggested that a spending prioritization statement and corrective action statement simply be included in that Policy to maintain compliance with GASB Statement #54. A revised Fund Balance Policy in markup form is included in *Exhibit A* of *Attachment A*.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends the City Council adopt the attached resolution categorizing City Fund Balances.

REQUESTED COUNCIL ACTION

Adopt the attached resolution categorizing City Fund Balances in accordance with GASB Statement #54.

Prepared by:	Chris Miller, Finance Director
Attachments:	A: Resolution Categorizing City Fund Balances including Exhibits A & B.

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 28th day of November 2011 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION ______________

RESOLUTION ADOPTING FUND BALANCE CATEGORIZATIONS

WHEREAS, the City Council of the City of Roseville, Minnesota desires to adhere to generally accepted governmental accounting and financial reporting standards; and

WHEREAS, the Governmental Accounting Standards Board (GASB) is nationally recognized as the industry standard-bearer for governmental accounting and financial reporting requirements; and

WHEREAS, the GASB has adopted Statement #54; which prescribes a new requirement designed to enhance and clarify fund balance classifications and to promote greater consistency in governmental financial reporting; and

WHEREAS, the GASB has further prescribed that this new requirement be accompanied by a Fund Balance Policy and Spending Prioritization Policy, which is presented in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, that the categorizations and policies related to GASB Statement #54 as shown in Exhibit B be adopted and remain in effect until such time that a subsequent policy action is taken.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)　　　　　　　　　　　　　　　　　　Attachment A

) SS

County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 28th day of November, 2011, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 28th day of November, 2011.

____

William J. Malinen
City Manager

Seal

Fund Balance (Operating Fund Reserve) Policy

Purpose

- To provide a cushion against unexpected revenue and income interruptions

- To provide working capital by ensuring sufficient cash flow to meet the City's needs throughout the year

Policy

- The City will maintain a general fund reserve of 35-45% of the general fund's total annual operating budget. This ensures that the City has adequate funds on hand to provide for operations between bi-annual property tax collection periods. Any surplus beyond the required general fund reserve may be transferred to another reserve fund with a funding shortfall

- The City will strive to create a reserve in the Recreation Fund to equal 25% of the annual recreation budget. This reserve will provide a cash flow cushion and reduce the inter-fund borrowing expense to the Recreation Fund. Because of more frequent cash inflows, a 25% reserve will be adequate to support the daily cash needs of the fund

- The Community Development Fund is supported solely by building permit fees and charges. Because the economic environment has a major effect on this Fund, a fund balance of 25-50 % of the annual budget is a reasonable target. It is expected that as economic downturns take place, this reserve will provide for a transition period during which the Council will be able to assess and to better match operations with the economic need

- City enterprise funds shall have operating cash reserves sufficient to provide for monthly cash flow, and for a reasonable level of equipment and infrastructure replacement. Major reconstruction or system upgrades, may need to be funded from enterprise revenue bonds. Annual utility rate reviews will be made in regard to projected operating expenses and capital improvements. The Council will, on an annual basis, establish rates in accordance to operating cost recovery and the projected capital improvements

- All other operational funds e.g. License Center, Information Technology, etc are expected to operate with positive reserve balances of 10-25% of the annual operating budget. Each operational fund shall be reviewed on an annual basis to assure the fund balance is in line with the fund's objectives

- In the event the minimum fund balance drops below prescribed levels, the City shall dedicate new incoming property tax or program revenues (where applicable) in an amount sufficient to bring fund balance levels back into compliance within three fiscal years

- Unless otherwise directed by the City Council, monies held in individual Funds shall be expended first from restricted fund balances, second from committed fund balances, then from assigned fund balances, before using unassigned fund balance

Implementation

All fund reserves shall be reviewed each year at the time of the annual budget preparation for the purpose of complying with this policy. Budgets shall be prepared on an "All Resources" basis, so that the City Council and Community can readily discern the current and projected management of all reserves.

City of Roseville Exhibit B

Classification of Fund Balance

Per GASB #54

Restricted

Fund	Classification	Rationale / Foundational Revenue
Police Forfeiture	Restricted	Restricted by State Statute; forfeiture funds
Telecommunications	Restricted	Restricted by State Statute; cable franchise fees
Community Development	Restricted	Restricted by State Statute; building permits & zoning fees
Lawful Gambling	Restricted	Restricted by State & Federal Statute; taxes on lawful gambling receipts and profits
Park Dedication	Restricted	Restricted by State Statute; park dedication fees
TIF Districts (various)	Restricted	Restricted by State Statute; TIF revenues
Debt Service	Restricted	Restricted by State Statute and Bond Covenants

Unrestricted-Committed

Fund	Classification	Rationale / Foundational Revenue
Street Replacement	Unrestricted-Committed	To account for the City's street replacement program which requires the preservation of a principle endowment; funded by interest earnings
Risk Management/Work Comp	Unrestricted-Committed	To account for the City's risk management and workers compensation self-funded plans, which requires the preservation of significant cash reserve levels; funded by interest earnings

Unrestricted-Assigned

Fund	Classification	Rationale / Foundational Revenue
Engineering Services	Unrestricted-Assigned	To account for the provision of engineering services to other cities; charges to other cities
Accounting Services	Unrestricted-Assigned	To account for the provision of accounting services to other cities; charges to other cities
Information Technology	Unrestricted-Assigned	To account for the provision of information technology services to other cities; charges to other cities
License Center	Unrestricted-Assigned	To provide licensing and passport services; license fees, tabs, passport fees
Parks & Recreation	Unrestricted-Assigned	To account for the City's tax-supported parks & recreation programs; funded with property taxes
Parks & Recreation Maint.	Unrestricted-Assigned	To account for the City's tax-supported parks & recreation maintenance; funded with property taxes
Police Vehicle & Equipment	Unrestricted-Assigned	To account for the City's police-related vehicle and equipment purchases; funded with property taxes
Fire Vehicle & Equipment	Unrestricted-Assigned	To account for the City's fire-related vehicle and equipment purchases; funded with property taxes
Park & Rec Vehicle & Equipment	Unrestricted-Assigned	To account for the City's park & rec-related vehicle and equipment purchases; funded with property taxes
Finance Equipment	Unrestricted-Assigned	To account for the City's finance-related equipment purchases; funded with property taxes
Admin Equipment	Unrestricted-Assigned	To account for the City's administration-related equipment purchases; funded with property taxes

Unrestricted-Assigned (continued)

Fund	Classification	Rationale / Foundational Revenue
Central Services & Equipment	Unrestricted-Assigned	To account for the City's central services-related equipment purchases; funded with property taxes
Pathway Maintenance	Unrestricted-Assigned	To account for the City's pathway maintenance programs; funded with property taxes
Building Improvements	Unrestricted-Assigned	To account for the City's general building repairs & improvements; funded with property taxes
Parks Improvement Program	Unrestricted-Assigned	To account for the City's parks improvement program; funded with property taxes
Boulevard Maintenance	Unrestricted-Assigned	To account for the City's boulevard maintenance program; funded with property taxes

Unrestricted-Unassigned

Fund	Classification	Rationale / Foundational Revenue
General	Unrestricted-Unassigned	As prescribed under GASB #54; various revenues

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 9.a

Department Approval | City Manager Approval

Item Description: Ordinance Amending Chapter 314.05 Adopting the 2012 Fee Schedule

BACKGROUND

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

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

- DVD Copying Charge
- Park Dedication Fee - residential
- Building Permit Fee
- Demolition Permit Fee
- Grading Plan Review Fee
- Grading Permit Fee
- Manufactured Home Permit Fee
- Mechanical Permit Fee
- Moving Permit Fee
- Plumbing Permit Fee
- Sewer Connection Permit Fee
- Swimming Pool Permit Fee
- Water Connection Permit Fee
- Residential Property Improvement Permit Fee
- Public Improvement Contract Fee
- Leaf Pickup Program Fee (would represent FULL cost)

These adjustments are highlighted in boldface print on the attached Fee Schedule, and generally reflect the need to recover increased regulatory costs, staff time related to special requests, or development-related impacts on city services.

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

- Accessory Dwelling Unit Permit - $100
- Water main tapping fee - $325

A brief description of these new fees is shown below.

<u>Accessory Dwelling Unit Permit</u>
The City Council approved this permit fee earlier this year. It is now being formally added to the Fee Schedule.

<u>Water Main Tapping Fee</u>
This tapping fee is already provided for under City Code 801.12, but it was not previously added to the Fee Schedule. The fee accounts for the City costs incurred for installing a water connection directly into the main.

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

FINANCIAL IMPACTS
Based on the recommended fee adjustments, it is projected that revised fees will generate revenues sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been included in the 2012 Budget.

STAFF RECOMMENDATION
Staff recommends that the City Council approve an ordinance amending Chapter 314.05 adopting the 2012 Fee Schedule.

Consider approving the ordinance summary.

REQUESTED COUNCIL ACTION
Motion to approve the attached Ordinance amending Chapter 314.05 adopting the 2012 Fee Schedule.

Motion to approve the ordinance summary.

Prepared by: Chris Miller, Finance Director
Attachments: A: Ordinance adopting the 2012 Fee Schedule
B: Proposed 2012 Fee Schedule
C: Ordinance Summary

CITY OF ROSEVILLE
ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 314.05, FEE SCHEDULE ADOPTING THE 2012 FEE SCHEDULE

THE CITY OF ROSEVILLE HEREBY ORDAINS:

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

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

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

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

SECTION 5. <u>Fee Schedule</u>
The 2012 Fee Schedule is as shown in *Exhibit A*.

SECTION 6. <u>Effective Date.</u> This ordinance shall be effective upon adoption and publication.

Passed this 28th day of November, 2011.

Ordinance: Adopting the 2012 Fee Schedule

CITY OF ROSEVILLE

BY: ___________________________
Daniel J. Roe, Mayor

ATTEST:

____
William J. Malinen, City Manager

Seal

Attachment B

City of ROSEVILLE Minnesota, USA

2012 Fee Schedule

Effective January 1, 2012

Prepared by the Department of Finance

City of Roseville 2012 Fee Schedule

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City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Amusement device – per machine	303	$ 15.00	$ 15.00
Benches in right-of-way	703	40.00	40.00
Assessment searches			
Deferred / Pending		0.00	0.00
Historical		100.00	100.00
Bowling alley			
First alley	303	70.00	70.00
Each additional alley	303	20.00	20.00
Burial Permit	401	100.00	100.00
Building Permits	901	see Appendix A	see Appendix A
Christmas trees, sale of (Seasonal Permit)	305	50.00	50.00
Cigarettes, sale of	306	200.00	200.00
Construction noise variance	405.03	300.00	300.00
Conversation parlors	308	10,000.00	10,000.00
Copy charges	N/A	0.25 / page	0.25 / page
CPR Training	N/A	$80 / student	$80 / student
Daycare facility inspection fee	N/A	40.00	40.00
Dog and cat license			
2 year – sterilized	501	10.00	10.00
2 year – sterilized and micro chipped	501	5.00	5.00
2 year – non sterilized	501	35.00	35.00
2 year – non sterilized and micro chipped	501	25.00	25.00
Lifetime license – sterilized	501	30.00	30.00
Lifetime license – sterilized and micro chipped	501	5.00	5.00
Lifetime license – non sterilized	501	150.00	150.00
Lifetime license – non sterilized, but micro chipped	501	100.00	100.00
Duplicate / address change	501	5.00	5.00
Special multiple – 2 year	501	40.00	40.00
Dog kennels	501	75.00	75.00
DVD / VHS Copy		**5.00**	**25.00**
Encroachment Agreement Application fee	N/A	275.00	275.00
Erosion control inspection permit			
Less than 1 acre	1017	600.00	600.00
1 to 5 acres	1017	880.00	880.00
More than 5 acres	1017	1,320.00	1,320.00
Erosion control permit *renewal*			
Less than 1 acre	1017	220.00	220.00
1 to 5 acres	1017	320.00	320.00
More than 5 acres	1017	480.00	480.00
Erosion control escrow fee	1017	3,000/acre	3,000/acre
Excavation, grading, and surfacing	705	see Appendix A	see Appendix A

City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
False alarm fees – Police Third false alarm Fourth false alarm Fifth false alarm Sixth false alarm Seventh and all subsequent false alarm False alarm fees – fire Third false alarm Fourth false alarm Fifth and all subsequent false alarm fees Construction-related	 506 506 506 506 506 506 506 506 N/A	 100.00 200.00 300.00 400.00 500.00 300.00 400.00 500.00 150.00	 100.00 200.00 300.00 400.00 500.00 300.00 400.00 500.00 150.00
Fertilizer, sale of	408	30.00	30.00
Fertilizer, applicator	408	100.00	100.00
Firearms, sale of	310	30.00	30.00
Fireworks, sale of consumer (existing retail)	N/A	100.00	100.00
Fireworks, sale of consumer (stand-alone, temporary)	N/A	350.00	350.00
Fire rescue and extrication fee	N/A	400.00	400.00
Fire safety training	N/A	80.00 / hr	80.00 / hr
Fuel storage tank inspection	N/A	100.00	100.00
Game room	303	175.00	175.00
Gas pumps – private business	310	60.00	60.00
Gasoline stations	310	130.00	130.00
Horse	501	5.00	5.00
Hospitals-veterinary	310	80.00	80.00
Lawful gambling One time event permit Premises permit Required contributions	 304 304 304	 25.00 3% of gross receipts 10% of net profits	 25.00 3% of gross receipts 10% of net profits
Leaf Pickup fee		30.00	**50.00**

City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Liquor licenses:			
On sale intoxicating liquor license	302	7,000.00	7,000.00
On sale wine license (establishments with 75 seats or less)	302	750.00	750.00
On sale wine license (establishments with 75 seats or more)	302	1,500.00	1,500.00
Temporary on sale (3 days)	302	50.00	50.00
Temporary on sale in Central Park	302	20.00	20.00
Sunday on sale license	302	200.00	200.00
Special club license (dependent on the Number of members):			
51 – 200	302	300.00	300.00
201 – 500	302	500.00	500.00
501 – 1,000	302	650.00	650.00
1,000 – 2,000	302	800.00	800.00
2,001 – 4,000	302	1,000.00	1,000.00
4,001 – 6,000	302	2,000.00	2,000.00
More than 6,000	302	3,000.00	3,000.00
Off sale intoxicating liquor license	302	300.00	300.00
Liquor License – investigation fee	302	300.00	300.00
Liquor License – sale outside of premises	302	25.00	25.00
Massage therapist	309	100.00	100.00
Massage therapy business establishment	309	150.00 / 300.00	150.00 / 300.00
Open burning permit	N/A	90.00	90.00
Park Dedication – residential	**1103**	**3,000.00/unit**	**3,500.00/unit**
Park Dedication – other (c)	1103	5.0 % of fmv	5.0% of fmv
Pawn Shop license	311	10,000.00	10,000.00
Pathway patching fee			
Concrete sidewalk – 2 panels		675.00	675.00
Bituminous (12’ x 8’)		500.00	500.00
Pawn shop and precious metal dealer license	311	13,000.00	13,000.00
Pawn shop fee (per transaction)	N/A	2.60	2.60
Pool and billiards			
First table	303	70.00	70.00
Each additional table	303	20.00	20.00
Precious metal dealer	311	10,000.00	10,000.00
Property nuisance calls (starting with 3rd call)	511	250.00	250.00
Public improvement contract application fee (b)	**N/A**	**525.00**	**525.00**
Recycling contractor	403	125.00	125.00
Rental Registration (Housing)	907	25.00	25.00
Right-of-way permits	703, 707	325.00	325.00
Sewer connection fees	802	see Appendix A	see Appendix A
Sewer usage fees	802	separate resolution	separate resolution

City of Roseville 2012 Fee Schedule

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

(b) In addition to the $500 base fee, a charge of 4% (increased from 3%) of the total improvement cost is also assessed.

(c) Calculation is made on 5% of the estimated fair market value of unimproved land, as determined by the Ramsey County Assessor's office on the date of approval of the plat or subdivision.

(d) Street patching fee is $600 without a curb, and $1,200 with a curb.

City of Roseville 2012 Fee Schedule

Administrative Fines

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

City of Roseville 2012 Fee Schedule

Building Permit Fees

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

Building Permit Fee – Zoning and Inspections:

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

Total Valuation	Current Amount	Proposed Amount
$1 - $500	$31	**$29.50**
$501 - $2,000	$31 for the first $500 value, plus $4 for each additional $100 value or fraction thereof	**$28.00 for the first $500 value, plus $3.70 for each additional $100 value or fraction thereof**
$2,001 - $25,000	$83.50 for the first $2,000 value, plus $16.55 for each additional $1,000 value or fraction thereof	$83.50 for the first $2,000 value, plus $16.55 for each additional $1,000 value or fraction thereof
$25,001 - $50,000	$464.15 for the first $25,000 value, plus $12.00 for each additional $1,000 value or fraction thereof	$464.15 for the first $25,000 value, plus $12.00 for each additional $1,000 value or fraction thereof
$50,001 - $100.000	$764.15 for the first $50,000 value, plus $8.45 for each additional $1,000 value or fraction thereof	$764.15 for the first $50,000 value, plus $8.45 for each additional $1,000 value or fraction thereof
$100,001 - $500,000	$1,186.65 for the first $100,000 value, plus $6.75 for each additional $1,000 value or fraction thereof	$1,186.65 for the first $100,000 value, plus $6.75 for each additional $1,000 value or fraction thereof
$500,0001 - $1,000,000	$3,886.65 for the first $500,000 value, plus $5.50 for each additional $1,000 value or fraction thereof	$3,886.65 for the first $500,000 value, plus $5.50 for each additional $1,000 value or fraction thereof
In excess of $1,000,000	$6,636.65 for the first $1,000,000 value, plus $4.50 for each additional $1,000 value or fraction thereof	$6,636.65 for the first $1,000,000 value, plus $4.50 for each additional $1,000 value or fraction thereof
Inspections outside of normal business hours	$63.50	**$63.55**
Re-inspection fees (per State Building code)	$63.50	**$63.55**
Misc. inspection fees	$63.50	**$63.55**
Add’l plan review fee required by revisions	$63.50	**$63.55**

City of Roseville 2012 Fee Schedule

Building Permit Fee – Engineering:

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

Demolition Permit Fee:

Description	Current Amount	Proposed Amount
Tenant improvement/remodeling prior to building permit	$67.00	**$68.00**
Structures not connected to utilities	87.50	**90.00**
Residential structures connected to city utilities	150.00	**152.00**
Commercial structures connected to city utilities	$335.00	**$390.00**

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

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

Grading Plan Review Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	$75	$75
51 – 10,000 cubic yards	$150.00 for the first 1,000 cubic yards, plus $10.00 for each additional 1,000 yards or fraction thereof	$150.00 for the first 1,000 cubic yards, plus $10.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	$300.00 for the first 10,000 cubic yards, plus $5.00 for each additional 10,000 yards or fraction thereof	**$300.00 for the first 11,000 cubic yards, plus $5.00 for each additional 10,000 yards or fraction thereof**
In excess of 100,000 cubic yards	$800.00 for the first 100,000 cubic yards, plus $10.00 for each additional 10,000 yards or fraction thereof	**$800.00 for the first 110,000 cubic yards, plus $10.00 for each additional 10,000 yards or fraction thereof**

City of Roseville 2012 Fee Schedule

Grading Plan Review Fee – Engineering:

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

Grading Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	$75	$75
1 – 1,000 cubic yards	$100.00 for the first 100 cubic yards, plus $20.00 for each additional 100 yards or fraction thereof	$100.00 for the first 100 cubic yards, plus $20.00 for each additional 100 yards or fraction thereof
1,001 – 10,000 cubic yards	$300.00 for the first 1,000 cubic yards, plus $30.00 for each additional 1,000 yards or fraction thereof	**$300.00 for the first 1,100 cubic yards, plus $30.00 for each additional 1,000 yards or fraction thereof**
10,001 – 100,000 cubic yards	$600.00 for the first 10,000 cubic yards, plus $100.00 for each additional 10,000 yards or fraction thereof	$600.00 for the first 11,000 cubic yards, plus $100.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	$1,500.00 for the first 100,000 cubic yards, plus $80.00 for each additional 10,000 yards or fraction thereof	$1,500.00 for the first 100,000 cubic yards, plus $80.00 for each additional 10,000 yards or fraction thereof

Grading Permit Fee – Engineering:

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

Investigation Fee: Work without a Permit

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

City of Roseville 2012 Fee Schedule

Manufactured Home Permit Fee:

Description	Current Amount	Proposed Amount
New installation	$ 257.50	**$ 260.00**

Mechanical Permit Fee - Residential:

Description	Current Amount	Proposed Amount
Air conditioning – new	$ 44.50	**$ 45.00**
Air conditioning – replacement	56.50	**57.00**
Warm air furnace – new	94.00	**95.00**
Warm air furnace - replacement	56.50	**57.00**
Hot water boilers – new	94.00	**95.00**
Hot water boilers – replacement	56.50	**57.00**
Unit heaters	56.50	**57.00**
Swimming pool heaters	56.50	**57.00**
Misc. work & gas piping	1.28% of job cost	1.28% of job cost
Minimum fee	56.50	**57.00**
Gas fireplace	56.50	**57.00**
In floor heat	$ 56.50	**78.00**
Solar panel installation	$1.28 % of job cost / $150.00 min fee	$1.28 % of job cost / $150.00 min fee

Mechanical Permit Fee - Commercial:

Description	Current Amount	Proposed Amount
All commercial work	1.28% of job cost / $56.50 min fee	**1.28% of job cost / $57.00 min fee**

Moving Permit Fee:

Description	Current Amount	Proposed Amount
Over private property only	$ 85.50	**$87.00**
Over public streets	125.00	**127.00**
Investigation fee per hour	$63.55	**$64.50**

Plumbing Permit Fee:

Description	Current Amount	Proposed Amount
Administrative/minimum fee	$ 56.50	**$ 57.00**
Additional for each fixture opening	10.00	10.00
Miscellaneous work	1.28% of job cost	1.28% of job cost
Backflow prevention verification	$ 26.00	$ 26.00

City of Roseville 2012 Fee Schedule

Plan Review Fee:

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

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

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

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

Refund Fee:

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

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

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

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

Sewer Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	$ 86.00	**$ 87.00**
Commercial	276.00	**280.00**
Repair	56.50	**57.00**
Disconnect – residential	77.00	**78.00**
Disconnect – commercial	$ 155.00	**$ 157.00**

City of Roseville 2012 Fee Schedule

Sewer Connection Permit Fee – Engineering:

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

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

Description	Current Amount	Proposed Amount
Permanent Sign – minimum fee	$ 55.00	$ 55.00
Temporary Sign	25.00	25.00

Swimming Pool Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential pool	$ 194.00	**$ 197.00**
Commercial pool	Utilize building Permit fee	Utilize building Permit fee

Swimming Pool Permit Fee – Engineering:

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

Water Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	$ 86.00	**$ 87.00**
Commercial	276.00	**280.00**
Repair	56.50	**57.00**
Disconnect – residential	77.00	**78.00**
Disconnect – commercial	$ 155.00	**$ 157.00**

City of Roseville 2012 Fee Schedule

Water Connection Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential	$ 5.00	$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00
Water main tapping fee	**0.00**	**325.00**

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

Description	Current Amount	Proposed Amount
Driveway permits	$ 44.50	**$ 46.00**
Fence permits – residential	80.00	**75.00**
Fence permits - commercial	Use Permit Fee Schedule	**Use Permit Fee Schedule**
Shed permits	65.00	**50.00**
Drain tile	107.00	**110.00**
Other – utilize building permit fee schedule		

City of Roseville 2012 Fee Schedule

Miscellaneous Fees:

Description	Current Amount	Proposed Amount
Minimum roofing fee	$ 110.00	**$ 112.00**
Minimum window replacement fee	83.50	**85.00**
Minimum siding replacement fee	83.50	**85.00**
Administrative fee for abatement per hour	63.55	**64.50**
Wood burning fireplace	83.50	**85.00**
Verification of state contracting license	5.00	5.00
Replacement inspection card	20.00	20.00
Re-stamping job site plan sets	30.00	30.00
Certificate of Occupancy – conditional	30.00	30.00
Certificate of Occupancy – full	20.00	20.00
Certificate of Occupancy – copy	10.00	10.00
City contractor license fee	86.00	**87.00**
Administrative fee – R1 or R2 zones	66.55	**64.50**
Administrative fee – other zones	63.55	**64.50**
Footing/foundation permits – residential	94.00	**95.00**
Footing/foundation permits – commercial	428.00	**434.00**
Construction deposit – residential	800.00	800.00
Construction deposit – commercial	3,950.00	4,000.00
SAC Admin Fee	16.00	16.00
Lead Abatement License Fee	5.00	5.00
Property Age Verification Fee	5.00	5.00
Outdoor Display Permit Fee	40.00	40.0
City Code Noise Deviation Fee	$ 500.00	$ 500.00

City of Roseville 2012 Fee Schedule

Community Development Department Permit and Miscellaneous Fees

Item/Permit	Current	Proposed Amount
City Consultant Review/Research - Comm./Industrial/Multi-family land use, economic development, utility, building permit review, traffic, or development or redevelopment projects or proposals payable as escrow or at building permit	100% of direct cost billed to applicant	100% of direct cost billed to applicant
~~Planned Units Development - Sketch Plan~~	~~$200~~	~~$200~~
~~Planned Unit Development – Concept Approval~~	~~500~~	~~500~~
~~Planned Unit Development – Final Approval~~	~~500~~	~~500~~
Planned Unit Development – Amendment	400	400
Planned Unit Development – Escrow (Amendment)****	2,000 minimum	$2,000 minimum
PUD Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum
Rezoning of Project Site or Parcel**	600	600
Zoning Code Text Amendment**	600	600
Vacation of Right-of-Way**	300	300
Vacation of Easement**	300	300
Comprehensive Plan – Text Amendment**	825	825
Comprehensive Plan – Designation Amendment**	825	825
Conditional Use - Residential**	300	300
Conditional Use - Commercial**	600	600
Conditional Use Escrow – Commercial****	1,000 minimum	1,000 minimum
Subdivision – Escrow****	1,500 minimum	1,500 minimum
Subdivision Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum
Subdivision – Minor**	500	500
Subdivision – Preliminary Plat	500	500
Subdivision - Final Plat	500	500
Variance - Residential**	300	300
Variance – Non Residential**	400	400
Interim Use**	600	600
Interim Use extension**	150	150
Setback Permit Administrative	100	100
Zoning Compliance Letter (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum
Residential Variance Appeal Fee	250	250
Commercial Variance Appeal Fee	275	275
Master Sign Plan – residential	250	250
Master Sign Plan – commercial	350	350
Accessory Dwelling Unit Permit	**0**	**100**
Extra Mailing Cost (for mailing notices when more than 50 are required)	0.45 each	0.45 each
Tax Increment Finance (establishment of district or review of proposal, including city consultants)	$15,000 deposit – minimum fee plus consultants fees	$15,000 deposit – minimum fee plus consultants fees
Planning Commission Agendas/Year (mailed)	10.00*	10.00*

City of Roseville 2012 Fee Schedule

Planning Commission Minutes/Year (mailed)	15.00*	15.00*
Comprehensive Plan CD	20.00*	20.00*
Zoning Code CD	20.00*	20.00*
Research Staff Time	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum	Staff hourly rate/1.9 times per hour. $50.00 per hour minimum
Copying	$.25/sheet	$.25/sheet
Maps*** – 8 ½ x 11 (black and white) – existing PDF maps	No Charge*	No Charge*
Maps – 8 ½ x 11 (color) – existing PDF maps	1.00*	1.00*
Maps – 11 x 17 (color) – existing PDF maps	2.00*	2.00*
Maps – 17 x 22 (color) – existing PDF maps	10.00*	10.00*
Maps – 22 x 34 (color) – existing PDF maps	20.00*	20.00*
Maps – 34 x 44 (color) – existing PDF maps	40.00*	40.00*
City Address Book (11x17)* – existing PDF maps	100.00 per book*	100.00 per book*
~~City Address Book on CD~~	~~10.00 per disk*~~	~~10.00 per disk*~~
~~Digital Data (copied to customer disk)~~ ~~– Contours (half sections, 1996 data)~~ ~~– Ortho photography (half section, 1996 data)~~ ~~All other base data (parcels, planimetric) and aerial imagery cannot be sold due to license restrictions. Please contact the City on 763-792-7075 for distribution information~~	~~$92.00 per file+$10.00 CD~~ ~~$8.00 per file+$10.00 CD~~	~~$92.00 per file+$10.00 CD~~ ~~$8.00 per file+$10.00 CD~~
~~1996 Physical features digital data – entire city on AutoCAD file~~	~~650.00+10.00 CD~~	~~650.00+10.00 CD~~
~~1996 Aerial photo map on blue line paper (other pre 1996 aerials available)~~	~~8.00/1/2 section~~	~~8.00/1/2 section~~
~~1996 Aerial photo with contours paper (other pre 1996 aerials/contours available)~~	~~100.00/1/2 section~~	~~100.00/1/2 section~~
~~Mailing labels "current resident"~~	~~45.00*~~	~~45.00*~~
~~Legal Notice mailing label – "fee owner"~~	~~45.00*~~	~~45.00*~~

***** **Free/no charge on internet city home page and available for review at library and city hall**
****** **If multiple requests (such as a subdivision, a variance, and a conditional use permit) are part of one application, City charges only for most expensive permit application**
******* **Maps/data that are to be created as custom requests are to be charged at a time and materials rate. (GIS Coordinator hourly rate times 1.9 multiplier)**
******** **The amount listed under the PUD, CU, and Subdivision Escrow is the minimum amount required for the application. A higher amount, as determined by the City, may be required for projects that will take a significant amount of time.**

City of Roseville 2012 Fee Schedule

Electrical Permit Fees

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

Current Amount	Proposed Amount
$ 35.00	$ 35.00

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

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

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

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

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

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

F. The fee for remote control/signal circuits is $0.75 per device.

G. In addition to the above fees:

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

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

I. In addition to the above fees, all transformers for signs and outline lighting shall be computed at $8.00.

J. The fee for retro fit lighting is $0.65 per light fixture.

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

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

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

N. For inspections not covered herein, or for requested special inspections or services, the fee shall be established separately.

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

> Power supply units according to Item "B" of fee schedule. A like fee will be required on power supply units at each engagement during the season, except that a fee of $35.00 per hour will be charged for additional time spent by the Inspector if the power supply is not ready for inspections as required by law.
>
> Rides, Devises or Concessions: Shall be inspected at their first appearance of the season and the inspection fee shall be $35.00 per unit.

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

City of Roseville

ORDINANCE SUMMARY NO. ___

AMENDING CHAPTER 314.05, FEE SCHEDULE
ADOPTING THE 2012 FEE SCHEDULE

The following is the official summary of Ordinance No. ______ approved by the City Council of Roseville on ________ , 20__:

> An Ordinance amending Chapter 314.05 of the Roseville City Code adopting the 2012 Fee Schedule which establishes the fees and charges for service for the City's regulatory functions.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: ______________________________________
William J. Malinen, City Manager

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 9.b

Department Approval | City Manager Approval

Item Description: Consider Amending City Code Chapter 302 to Address Liquor License Non-Renewal Matters

BACKGROUND

The City Attorney has recommended that the City amend City Code Chapter 302 to address various matters related to liquor license non-renewals. The attached ordinance and letter from the City Attorney detail the recommended change.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends the Council adopt the attached ordinance amending City Code Chapter 302.

REQUESTED COUNCIL ACTION

Motion to adopt the attached ordinance amending City Code Chapter 302.

Prepared by: Chris Miller, Finance Director
Attachments: A: Proposed Ordinance Amending City Code Chapter 302.
B: Letter dated November 17, 2011 from the City Attorney regarding license non-renewal matters.

City of Roseville
ORDINANCE NO. ____________

AN ORDINANCE AMENDING TITLE THREE, SECTION 302.15B(3) (MINIMUM PENALTY) AND SECTION 302.15C (HEARING AND NOTICE) OF THE ROSEVILLE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title Three, Section 302.15B(3) of the Roseville City Code is amended to read as follows:

(3) In addition to the administrative penalties identified above, the city may in appropriate circumstances choose to not renew a license at the end of its current term for non-compliance with any provision of this Chapter or for any other reason allowed by law.

SECTION 2: Title Three, Section 302.15C of the Roseville City Code is amended to read as follows:

C. Hearing and Notice: If after considering the staff's information, the City Council proposes to suspend, revoke or not renew a license, the licensee shall be provided written notice of the City Council's proposed action and shall be given the opportunity to request a hearing on the proposed action by providing the City a written notice requesting a hearing within ten days of the mailing of the notice of the City Council's proposed action. The notice of the proposed action of the City Council shall state the ~~nature of the charges against the licensee~~ reasons for such suspension, revocation or renewal and the action the City Council proposes to take, shall inform the licensee of the right to request a hearing prior to the action being final, and shall inform the licensee of the date the City Council's proposed action will be considered a final decision if a hearing is not requested. Any hearing, if requested, will be conducted in accordance with Minnesota statutes section 340A.415 and sections 14.57 to 14.69 of the Administrative Procedures Act ("APA"). If a hearing is requested, the licensee shall be provided a hearing notice at least ten days prior to the hearing, which shall state the date, time and place of the hearing and the issues involved in the hearing. An independent hearing officer shall be selected by the City Council to conduct the hearing and shall make a report and recommendation to the City Council pursuant to the provisions of the APA. The City Council shall consider the independent hearing examiner's recommendation and issue its final decision on the suspension or revocation.

SECTION 3: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this ______ day of ___________________, 2011.

Ordinance Amending Title Three, Section 302.15B(3) (Minimum Penalty) and Section 302.15C (Hearing and Notice) of the Roseville City Code.

Passed by the City Council of the City of Roseville this ____ day of ______________, 2011.

(SEAL)

CITY OF ROSEVILLE

BY: __________________________________

Daniel J. Roe, Mayor

ATTEST:

____

William J. Malinen, City Manager

ERICKSON, BELL, BECKMAN & QUINN, P.A.

1700 West Highway 36
Suite 110
Roseville, MN 55113
(651) 223-4999
(651) 223-4987 Fax
www.ebbqlaw.com

James C. Erickson, Sr.
Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.

Robert C. Bell – *of counsel*

TO: William J. Malinen

FROM: Charles R. Bartholdi

RE: Liquor Control Ordinance Amendment
Our File No: 1011-00183

DATE: November 17, 2011

Here is the proposed Liquor Control Ordinance Amendment that we have discussed previously. Since the Council will be considering license renewals at its November 28th Meeting, we may want to implement the amendment at that same meeting.

The change provides that a non-renewal can be appealed by requesting an administrative hearing. Under Minnesota Statutes § 348.415 such a hearing is required for a suspension or revocation. There is no similar statutory requirement for a non-renewal. Furthermore, according to case law there is no vested right to a liquor license permit and a permit is not a property right. The City Council only need to give valid reasons for a denial if it denies a license renewal.

Please call me when you receive this memo and we can discuss the ordinance further.

I look forward to your call.

CRB/alb
Enc.

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/2011
Item No.: 10.a

Department Approval | City Manager Approval

Item Description:	Ramsey County Presentation of Rice Street Reconstruction Project from Transit Ave. to Co. Rd. C-2

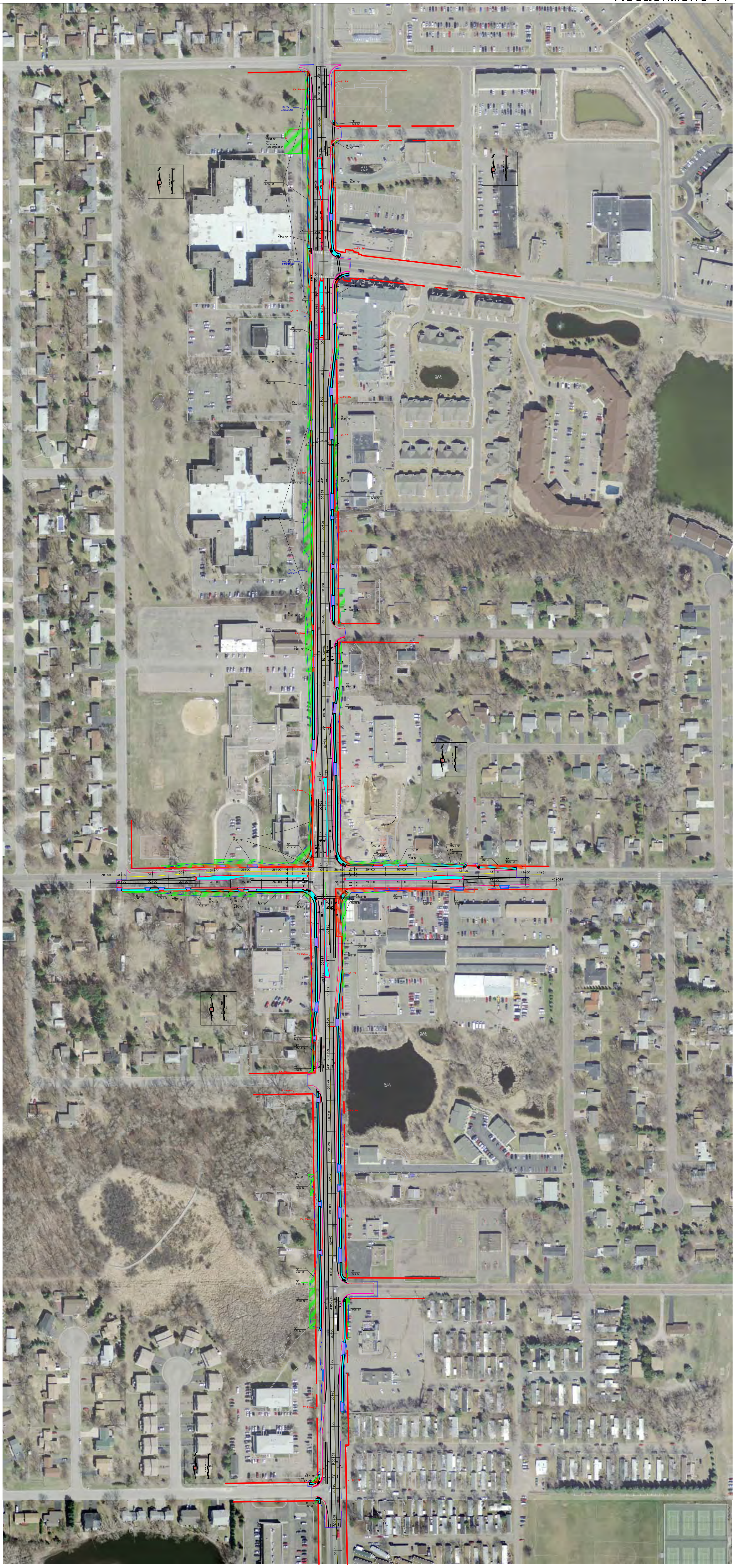
BACKGROUND

Ramsey County has requested an opportunity to present project details of their reconstruction of Rice St. from Transit Ave. to Co. Rd. C-2. See attached information provided by County staff. (Attachment A)

Prepared by: Duane Schwartz

Attachments: A. Rice St. Project information

Attachment A



ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/2011
Item No.: 10.b

Department Approval | City Manager Approval

Item Description: Ramsey County Presentation of County Road B-2 Project

BACKGROUND

Ramsey County has requested an opportunity to present project details of their major maintenance and reconstruction of intersections on County Road B-2 from Snelling Avenue to Fairview Avenue. See attached information provided by County staff. (Attachment A)

Prepared by: Duane Schwartz

Attachments: A. B-2 Project information

Attachment A

State Of Minnesota
Department Of Transportation
And
RAMSEY COUNTY
In association with City of Roseville

Project Memorandum
For

SP 62-678-12 (62-648-017)

County Road B2

From: Prior Avenue
To: Snelling Avenue
Location: in Roseville, MN

Proposed Improvement: This project consists of reconstructing County Road B2 (CSAH 78) at the intersections of Fairview Avenue (CSAH 48) and the ramp from southbound Snelling Avenue (MN 51) in the city of Roseville by widening the 4 lane section of County Road B2 to provide double left turn lanes and reconstruction of the existing traffic signals to provide double left turn lane phasing.

Recommended:

Local Agency Engineer

5/17/10
Date

Reviewed and Recommended:

for Metro Division State Aid Engineer

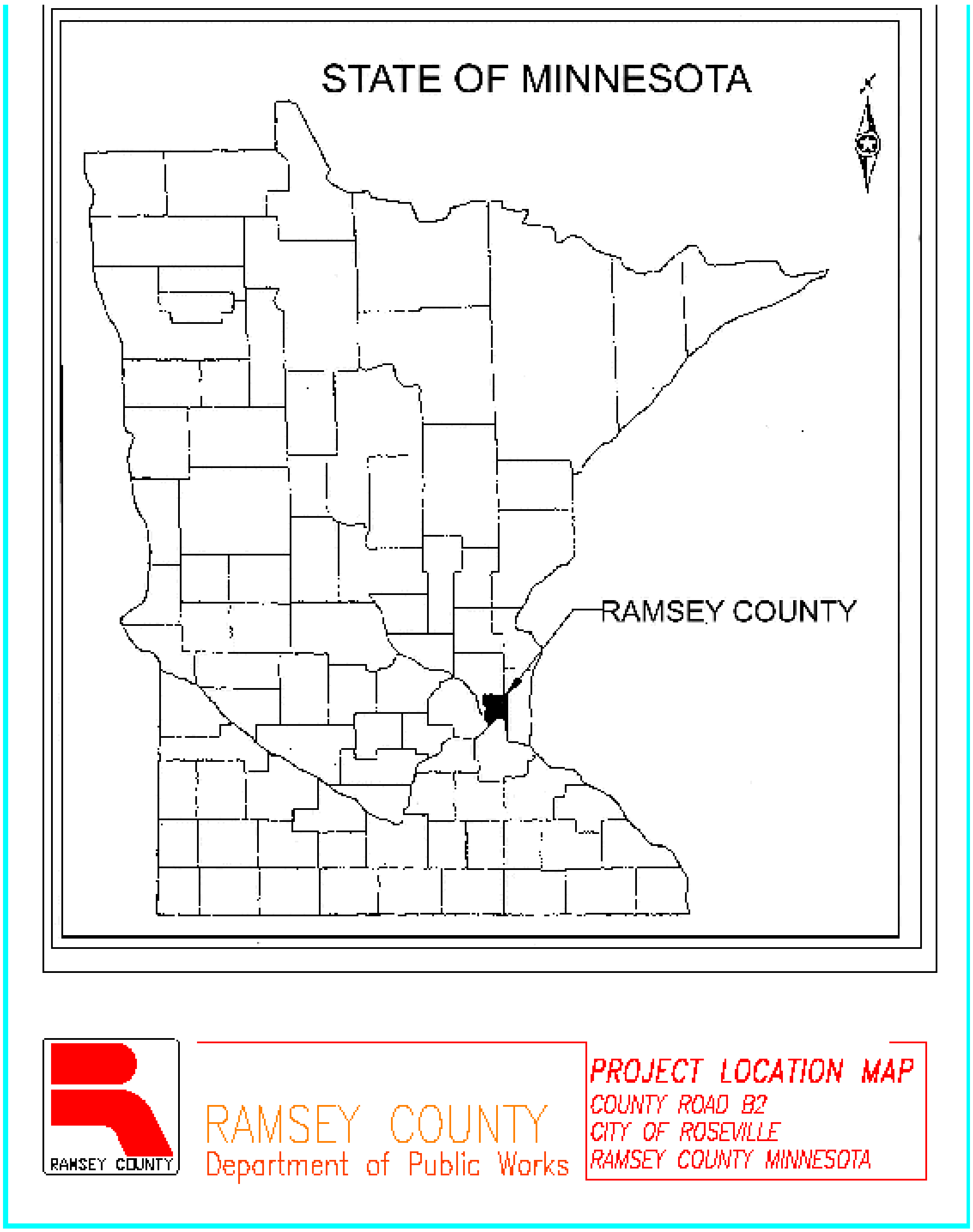
5/20/10
Date

Approved:

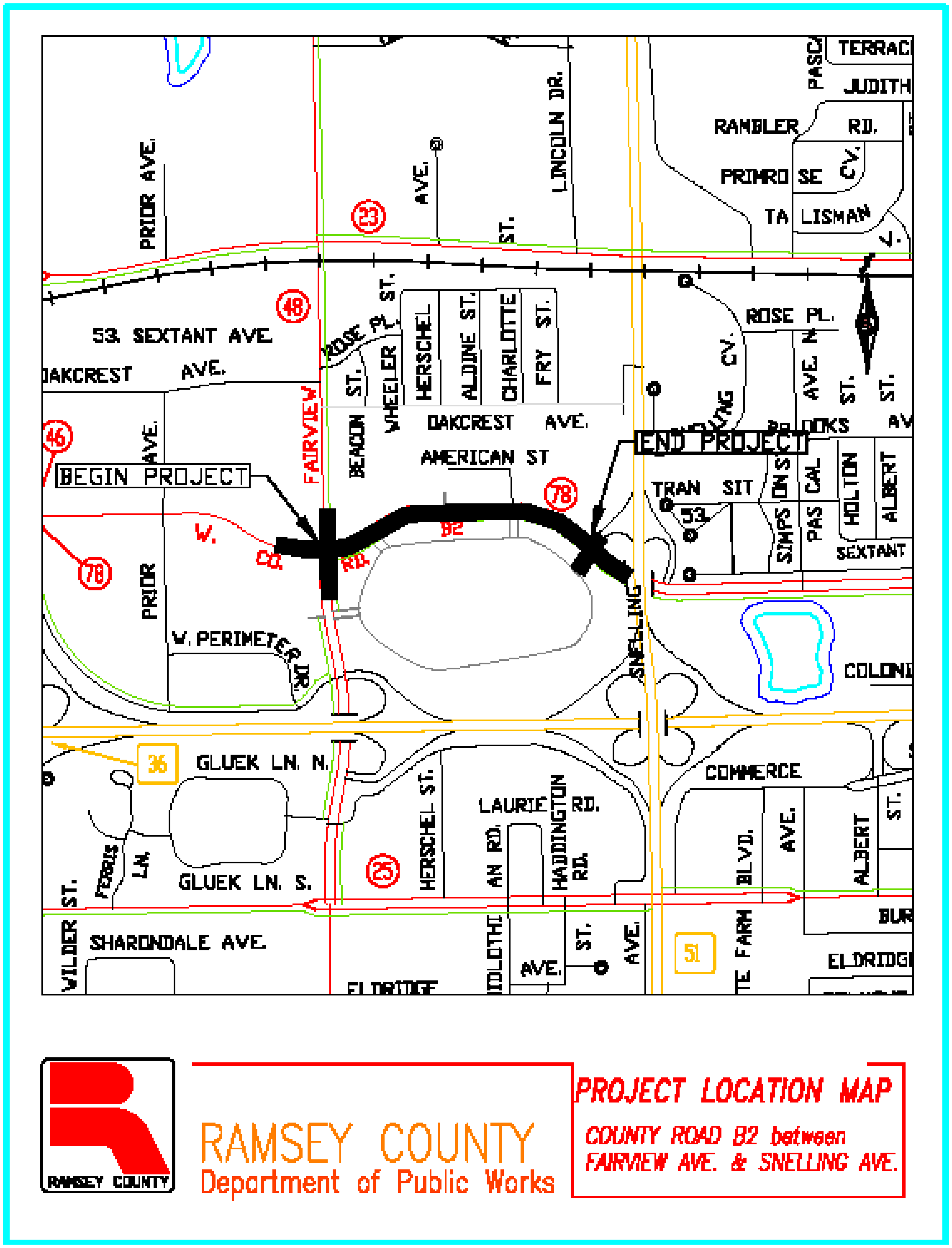
for State Aid Engineer
State Aid For Local Transportation

9/24/10
Date

STATE MAP


STATE OF MINNESOTA
RAMSEY COUNTY
RAMSEY COUNTY
RAMSEY COUNTY
Department of Public Works
PROJECT LOCATION MAP
COUNTY ROAD B2
CITY OF ROSEVILLE
RAMSEY COUNTY MINNESOTA

LOCATION MAP



I. PROJECT INFORMATION

Opening Statement

This Project Memorandum has been prepared and submitted in accordance with the approved Highway Project Design Development Process.

Highway Section Description

Termini

County Road B2 (CSAH 78) From Cleveland Avenue (CSAH 46) to Snelling Avenue (TH 51) west interchange ramp (3730'; 0.71 Mi.)

Adjacent Land Use

The roadway section is adjacent to the Rosedale Mall regional shopping center, with ancillary retail uses surrounding the mall. At the west end of the project there is some office space interspersed with the retail uses, but the land use is primarily retail and restaurant.

Road Usage

Traffic volumes through the project area are affected by the usual peaks associated with high-traffic retail areas. The intersections with Snelling Avenue (TH 51), a Class A Minor Arterial- Augmenter, and Fairview Avenue (CSAH 48), a Class A Minor Arterial- Reliever are critical to the project and combine traffic patterns more typical of arterials with the patterns associated with the intense retail uses. The County Road B2/Snelling Avenue interchange and Snelling Avenue/TH 36 interchange are in very close proximity, with the centerline of County Road B2 located approximately 1,175 feet north of the TH 36 centerline where they cross TH 51.

Horizontal/Vertical Alignment

The vertical alignment is generally flat. The horizontal alignment winds around the north side of Rosedale Mall.

Bridge Crossings

There are no bridge crossings within the project limits.

Railroad Crossings

There are no railroad crossings within the project limits.

Traffic Signals

There are five signalized intersections in the project area: Fairview Avenue (CSAH 48), the northwest Rosedale mall entrance, Brooks Avenue, American Street, and Snelling Avenue (TH 51). Approximate signal spacing is as follows:

- Fairview Ave. to northwest Rosedale mall entrance- 375'
- northwest Rosedale mall entrance to Brooks Ave.- 525'
- Brooks Ave. to American St.- 725'

- American St. to Snelling Ave. SB ramp- 780'

Proposed Improvement

Summary of Proposed Improvements: Road Reconstruction, Traffic Signal, Signing and/or Striping, and Storm/Sanitary Sewer.

The project would add the following lanes at the Fairview Avenue intersection: a southbound right-turn lane, a second southbound left-turn lane, an eastbound right-turn lane, a second eastbound left-turn lane, a second northbound left-turn lane, and a second westbound left-turn lane.

At the intersection with the west Snelling Avenue interchange ramp, the project would add a second left-turn lane on northwestbound County Road B2 into Rosedale mall and lengthen the southeastbound left-turn lane on County Road B2 that accesses the ramp to southbound Snelling Avenue.

At Brooks Avenue, a "T" intersection, a right-turn lane for westbound vehicles will be added.

In addition to the improvements at intersections, the County Road B2 roadway will be repaved to preserve the pavement structure and sidewalk will be replaced, as necessary. Traffic signal controllers, cabinets, and interconnection at the five signalized intersections will be upgraded and Audible Pedestrian Signals (APS) will be installed. All pedestrian curb ramps will be upgraded to conform to Americans with Disabilities Act (ADA) standards.

Project Cost and Funding Sources

The total estimated cost for this project is $4,945,730.

Anticipated Funding Sources

Federal Funds	$2,394,000
State Funds	$0
Local Funds	$2,551,730 County State Aid and Municipal

The 2010-2013 State Transportation Improvement Program (STIP) has $2,394,000 in Federal funding scheduled for this project in fiscal year 2012 (Sequence # 1830).

Anticipated Schedule

Project Memorandum	September 2010
Public Meetings	June 2011
Right-of-Way Acquisition	August 2011
Plans, Specifications & Estimate	December 2011
Letting	March 2012

Construction	2012

Project Manager

Name	Erin Laberee
Title	Project Manager
Address	Ramsey County Public Works 1425 Paul Kirkwold Dr. Arden Hills, Minnesota 55112
Telephone	651 266-7105
Fax	651 266-7110
E-mail	erin.laberee@co.ramsey.mn.us

Preparer

Name	Joe Lux
Title	Planner
Company/Agency	Ramsey County Public Works
Address	1425 Paul Kirkwold Dr. Arden Hills, Minnesota 55112
Telephone	651-266-7114
Fax	651-266-7110
E-mail	joseph.lux@co.ramsey.mn.us

Project Purpose and Need

Project Purpose

The purpose of the project is to minimize congestion on the segment of County Road B2 between Prior Avenue and Snelling Avenue by reconfiguring the critical intersections at Fairview Avenue (CSAH 48) and Snelling Avenue (TH 51) and to preserve the road structure while minimizing impacts to adjacent properties. Originally conceived as a six-lane widening project, the results of a traffic study indicate that greater improvements to levels of service can be realized through intersection improvements at Fairview Avenue and at the west ramp from Snelling Avenue without expanding the road segment between these intersections.

Project Need

A traffic study, performed in 2009 by SEH, Inc., indicated that while current levels of service at the subject intersections are generally acceptable, at projected volumes the operations break down and levels of service become unacceptable without mitigation. With improvements to the lane configurations at the Fairview Avenue and west Snelling Avenue ramp intersections, levels of service at those intersections, and at adjacent intersections would remain acceptable through the planning horizon year of 2030. This analysis was compared with expansion of the road to a six-lane facility and resulted in comparable levels of service with significantly less impact to adjacent properties and significantly lower costs.

Alternatives

No-Build Alternatives

The no-build alternative was considered but rejected because it does not address traffic congestion or pavement deterioration concerns along the corridor.

Design/Construction Alternatives

A six-lane expansion of the existing four-lane roadway was originally proposed. This option was rejected because the traffic study indicated that equal or better performance could be achieved with targeted intersection improvements while minimizing impacts to adjacent properties.

Location Alternatives

County Road B2 is located in an intensely developed retail area. No alternative alignments were considered due to the unacceptable impacts on adjacent properties.

Public Involvement

Public Informational Meetings

Public Informational meetings will be held in June 2011, approximately a year prior to the beginning of construction. Because of the intense retail activity in the project area, coordination with the business community will be crucial to minimizing the impact of construction.

Public Hearing

A public hearing will be held to determine the public purpose of the project for right of way acquisition.

Other Public Involvement

Coordination meetings with the City of Roseville will be held, as necessary.

Agency Coordination

County

Ramsey County is the road authority and project proposer.

Municipality

Staff-level meetings have been held with the City of Roseville. Formal approval of the project by the Roseville City Council will be needed prior to letting the contract.

Mn/DOT

MN/DOT will review and approve all plans and specifications prior to advertisement for bids.

Watershed District

The project is in the Rice Creek Watershed District and plans will be submitted for district review.

MnDNR

The project will not affect any DNR protected waters.

Additional Agency Coordination is discussed in the following section.

II. Social, Economic and Environmental Study

Section 4(f)/6(f) Property

The Project will not use Section 4(f) lands or properties or Section 6(f) lands or properties.

National Historic Preservation Act (Section 106)

The project has been reviewed for compliance with Section 106 of the National Historic Preservation Act, as amended by 36 CFR 800, and has been determined to have no effect any historic properties. Under the 2005 Programmatic Agreement between the FHWA and the Minnesota State Historic Preservation Office (SHPO), the review of the project is complete and no comment period or SHPO response is required.

Endangered Species

The project will have no effect on federally listed threatened or endangered species or critical habitat. See attached letters from Mn/DOT's Office of Environmental Services (OES) for federally listed species, and the MnDNR for state species.

Right-of-Way

The project is likely to require non-significant permanent right of way acquisition, permanent and/or temporary easements, minor changes to access, and no relocations. In the southwest quadrant of the County Road B2 / Fairview Avenue intersection, the project will require purchase of an existing gas station. In 1990, the MPCA identified this station as a leak site, and assigned it the Site ID No. 2406. A Phase 1 Environmental Survey will be conducted and appropriate remediation will be performed. The project will require approximately:

- 1 acre of permanent right of way from 7 parcels
- 1 acre of temporary easements from 7 parcels,
- 0 parcels secured by permit or agreement, i.e., limited use permits

Farmland Protection Policy Act

The project will not affect farmland.

Section 404 (Army Corps of Engineers)

The project will not involve placement of fill into waters of the U.S. (defined in 33 CFR 328).

Water Quality

The project will disturb 1 or more acres of land (including clearing, grading and excavation). An MPCA NPDES permit will be submitted prior to project authorization.

Floodplain
The project will not encroach into a floodplain.

Wetlands
The project will not impact or encroach into a wetland.

Noise
The project is not a Type I project. Procedures for abatement of highway traffic noise do not apply, in accordance with 23 CFR 772.

Construction Noise has been considered and no impact is anticipated.

Air Quality
The project will not significantly impact air quality.

Controversial Issues
The project is not anticipated to be controversial.

State Environmental Review (MEQB)

The project has been determined to be an exemption category project in accordance with current Minnesota Rules, Part 4410.4600, Subp. 14, or the project does not meet the mandatory EAW threshold and does not have potential for significant environmental effects.

Federal Action Determination Statement
Based on the results of the environmental study in accordance with 23 CFR 771.117, summarized herein, it is determined that the proposed project is a Class II Action (Categorical Exclusion). This action will have non-significant social, economic, or environmental impacts, and is anticipated to have no foreseeable change on the quality of the human environment.

III. DESIGN STUDY

Design Standards and Specifications
The project will be designed in accordance with the FHWA-Mn/DOT Stewardship Plan. For this project, the following design standards are applicable:

State Aid Geometric Design Standards:

- 8820.9936 Urban; New or Reconstruction Projects.

State Aid Minimum Geometric Design Standards:

- AASHTO Standard Specifications for Highway Bridges.
- MMUTCD Minnesota Manual on Uniform Traffic Control Devices.
- ADA Americans with Disabilities Act.

The project will be constructed in accordance with the current edition of the Minnesota

Department of Transportation's "Standard Specifications for Construction", including all Supplemental Specifications.

Design Elements

Roadway Design Study

County Road B2, CSAH 78 — From Prior Avenue to Snelling Ave., TH 51

	Existing	Proposed
Road Section Type	Urban	Urban
ADT (year)	16,500 (2007)	23,430 (2030)
Heavy Commercial %	5	5
Design Speed	40 mph	40 mph
Posted (Regulatory) Speed	35 mph	35 mph
Surfacing	Bituminous	Bituminous
Structural Design Strength	10 ton	10 ton
Lane Width(s)	12'	12'
# Thru Lanes (both dir)	4	4
Turn Lane Width	14'	14'
Right-of-Way Width	82'-101'	82'-101'
Median Width	8'-16'	8'-16'
Median Reaction	2'	2'
Parking Lane Width	N/A	N/A
Bicycle Lane Width	N/A	N/A
Curb & Gutter type	B-624	B-624
Curb Reaction	2'	2'
Clearance from Face Curb	2'	2'
Sidewalk Width	6'	6'
Curb Ramps	Yes	Yes

Design Exceptions

None.

Safety Improvements

At the County Road B2/Fairview Avenue intersection a second left-turn lane will be added to the southbound approach, as well as a right-turn lane. An eastbound right-turn lane will be added. On the northbound approach a second left-turn lane will be added. And a second left-turn lane will be added to the westbound approach. The traffic signal will be replaced to accommodate the added roadway width.

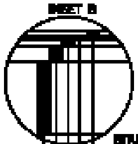
At the County Road B2/west Snelling Avenue ramp intersection, the southeastbound left-turn lane to southbound Snelling Avenue will be lengthened to accommodate the volume of turning vehicles and a second northwestbound left-turn lane will be added into Rosedale mall. The traffic signal at this intersection will also be reconstructed to accommodate the added width of the turn lanes.

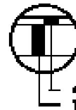
Roadway Enhancements

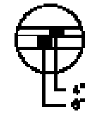
Sidewalk will be reconstructed as needed and all pedestrian curb ramps will be upgraded to meet current standards. APS will be installed at all traffic signals.

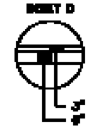
Attachments

Typical Roadway Sections
(Existing and Proposed)



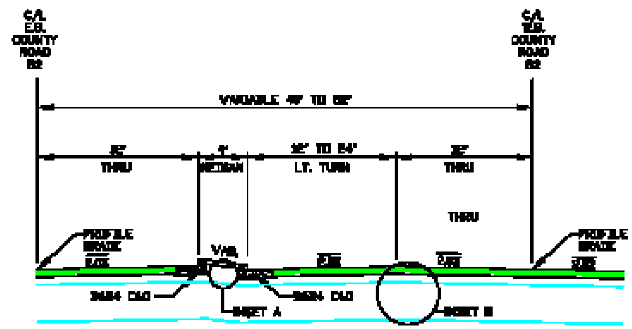




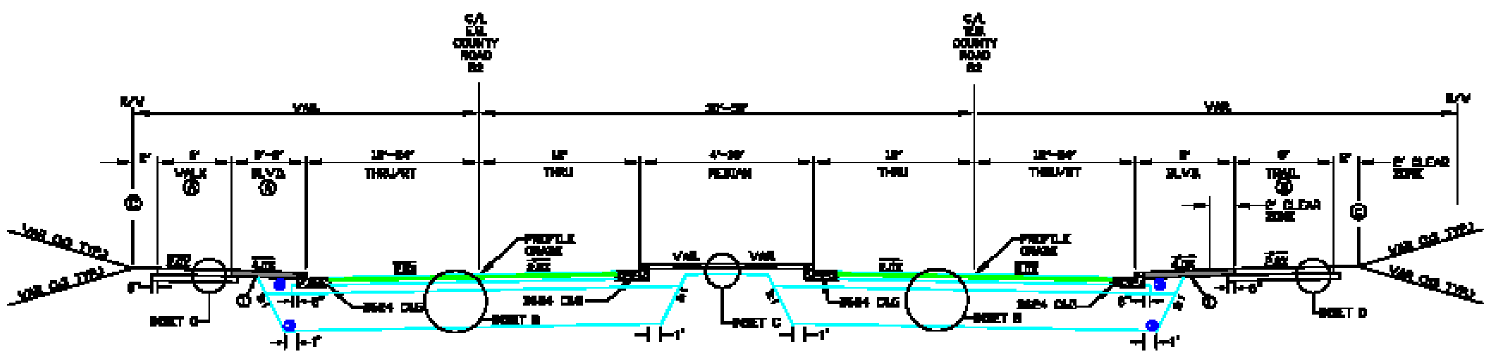


NOTES

1. 4" TOPSOIL AND SOD
2. BACKFILL WITH COMMON BORROW
3. SEE SHEET 63 FOR DRAINTILE DETAIL AND SHEETS 62–67 FOR LOCATIONS



COUNTY ROAD B2 LEFT TURN LANE



COUNTY ROAD B2 – STA. XX+XX TO STA. XX+XX

- (A) 6.0' CONC. WALK LEFT ADJACENT TO CURB AND 0.0' BLVD. STA. 364+30 TO STA. 365+70.
- (B) NO BITUMINOUS TRAIL RIGHT STA. 356+50 TO STA. 372+11 (0' BOULEVARD).
- (C) PIPE RAILING STA 375+50–377+75 LEFT AND 375+25–377+25 RIGHT. RAILING LOCATION IS 2' FROM BACK OF SIDEWALK OR BIKE TRAIL

NO.	REV-DATE	BY	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNED: ____________
REG. NO. ____________ DATE ____________

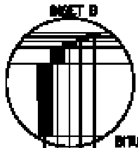
COUNTY ROAD B2

S.A.P.62-678-15
S.A.P.62-6XX-XX
S.A.P.62-6XX-XX

TYPICAL SECTIONS

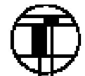
Sheet No. XX of XXX Sheets

INSET B



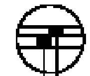
BITUMINOUS TACK COAT BETWEEN BIT. COURSES MN/DOT SPEC. 2357
2" – 2360 BITUMINOUS WEARING COURSE MIXTURE SPWEB440F
2" – 2360 BITUMINOUS WEARING COURSE MIXTURE SPWEB440F
3" – 2360 BITUMINOUS NONWEARING COURSE MIXTURE SPWNB440B
6" – AGGREGATE BASE CLASS 7 MN/DOT SPEC. 2211
36" – SELECT GRANULAR BORROW

INSET A



4" CONCRETE WALK MN\DOT SPEC. 2521
18" – AGGREGATE BASE CLASS 7 MN/DOT SPEC. 2211

INSET C

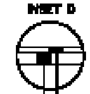


4" CONCRETE WALK MN\DOT SPEC. 2521
6" AGGREGATE BASE CLASS 7 MN/DOT SPEC. 2211

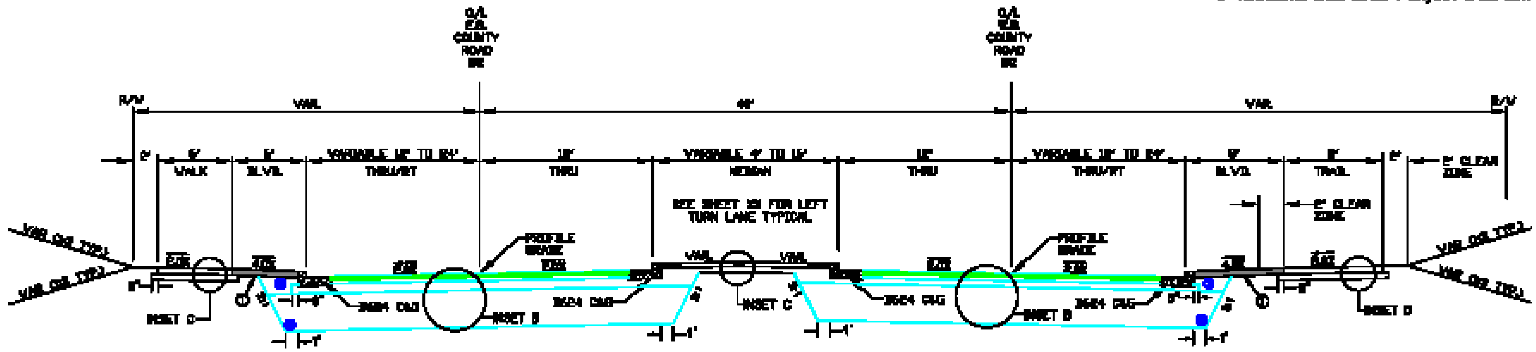
NOTES

1. 4" TOPSOIL AND SOD.
2. BACKFILL WITH COMMON BORROW.
3. SEE SHEET 53 FOR DRAINTILE DETAIL AND SHEETS 62–87 FOR LOCATIONS.

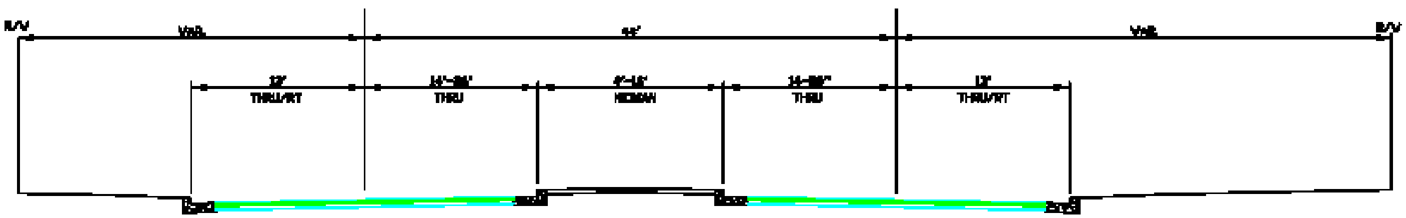
INSET D



3" 2360 BITUMINOUS WEARING COURSE MIXTURE LVWE45030B
6" AGGREGATE BASE CLASS 7 MN/DOT SPEC. 2211



FAIRVIEW AVENUE – STA. XX+XX TO STA. XX+XX



EXISTING COUNTY ROAD B2

NO.	REV-DATE	BY	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNED ______
REG. NO. ______ DATE ______

COUNTY ROAD B2

S.A.P.62-678-15
S.A.P.62-6XX-XX
S.A.P.62-6XX-XX

TYPICAL SECTIONS

Agency Correspondence

Lux, Joseph

From: Laberee, Erin
Sent: Monday, April 05, 2010 8:47 AM
To: Lux, Joseph
Subject: FW: S.P. 62-678-12 - ESA (Section 7) - Determination of No Effect

---

From: Alcott, Jason (DOT) [mailto:Jason.Alcott@state.mn.us]
Sent: Monday, April 05, 2010 8:05 AM
To: Laberee, Erin
Cc: Ross, Jennie (DOT); Bieringer, Mary (DOT)
Subject: S.P. 62-678-12 - ESA (Section 7) - Determination of No Effect

Endangered Species Act of 1973, as amended – Section 7
Determination of No Effect
S.P. 62-678-12, County Road B2, Fairview Avenue, Snelling Avenue
Intersection Improvements
City of Roseville
Ramsey County

In response to your request, the proposed action has been reviewed for potential effects to federally-listed threatened, endangered, proposed, candidate species and listed critical habitat. As a result of this review, a determination of no effect has been made.

Section 7 of Endangered Species Act of 1973, as amended, requires each Federal agency to review any action that it funds, authorizes or carries out to determine whether it may affect threatened, endangered, proposed species or listed critical habitat. Federal agencies, or their designated non-federal representatives (FHWA has delegated Mn/DOT as their non-federal representative) must consult with the Service if any such effects may occur as a result of their actions. Consultation with the Service is not necessary if the proposed action will not directly or indirectly affect listed species or critical habitat. If a federal agency finds that an action will have no effect on listed species or critical habitat, it should maintain a written record of that finding that includes the supporting rationale.

Based on the information you have provided, it has been determined that no further action under Section 7 of the Act is required. However, if information becomes available indicating that federally-listed species or designated critical habitat may be affected, please contact this office and consultation with the Service will be initiated, if necessary.

Jason Alcott
Natural Resource Specialist, Program Coordinator
Minnesota Department of Transportation
Mail Stop 620
395 John Ireland Boulevard
St. Paul, MN 55155-1899
Phone: 651-366-3605
Fax: 651-366-3603
Email: jason.alcott@state.mn.us
(Note: Email Address Change)

Minnesota Department of Natural Resources

Division of Ecological Resources, Box 25

500 Lafayette Road

St. Paul, Minnesota 55155-4025

Phone: (651) 259-5107 Fax: (651) 296-1811 E-mail: heidi.cyr@state.mn.us

May 10, 2010 **Correspondence # ERDB 20100661**

Mr. Brian Essler
Ramsey County Public Works
1425 Paul Kirkwold Drive
Arden Hills, MN 55112-3933

RE: Natural Heritage information in the vicinity of the proposed CR B2 at Fairview Ave. and at Snelling Southbound ramp (SP62-678-12), T29N R23W Section 9, Ramsey County

Dear Mr. Essler,

Please note that the Township, Range, or Section information that was listed on the Data Request Form did not exactly match the project area as outlined on the map that was submitted with the form. The enclosed search results are for the area indicated on the map. Please contact me if the location description of your project area, as listed in the subject line of this letter, is in error.

As requested, the Minnesota Natural Heritage Information System has been queried to determine if any rare species or other significant natural features are known to occur within an approximate one-mile radius of the proposed project. Based on this query, several rare features have been documented within the search area (for details, please see the enclosed database report). However, given the project details that were provided with the data request form, I do not believe the proposed project will negatively affect any known occurrences of rare features.

The Natural Heritage Information System (NHIS), a collection of databases that contains information about Minnesota's rare natural features, is maintained by the Department of Natural Resources, Division of Ecological Resources. The NHIS is continually updated as new information becomes available, and is the most complete source of data on Minnesota's rare or otherwise significant species, native plant communities, and other natural features. However, the NHIS is not an exhaustive inventory and thus does not represent all of the occurrences of rare features within the state. Therefore, ecologically significant features for which we have no records may exist within the project area.

The results are enclosed as an Index Report of records in the Rare Features Database, the main database of the NHIS. To control the release of specific location information, which might result in the destruction of a rare feature, the report is copyrighted. The Index Report provides rare feature locations only to the nearest section, and may be reprinted, unaltered, in an environmental review document (e.g., EAW or EIS), municipal natural resource plan, or report compiled by your company for the project listed above. If you wish to reproduce the index report for any other purpose, please contact me to request written permission.

This letter does not constitute review or approval by the Department of Natural Resources as a whole. Instead, it identifies issues regarding known occurrences of rare features and potential effects to these rare features. Additional rare features for which we have no data may be present in the project area, or there may be other natural resource concerns associated with the proposed project. For these concerns, please contact your DNR Regional Environmental Assessment Ecologist, Melissa Doperalski at (651-259-5738). Please be aware that additional site assessments or review may be required.

Thank you for consulting us on this matter, and for your interest in preserving Minnesota's rare natural resources. An invoice will be mailed to you under separate cover.

Sincerely,

Heidi Cyr
Endangered Species Environmental Review Specialist

enc. Rare Features Database: Index Report
Rare Features Database Reports: An Explanation of Fields

Printed May 2010
Data valid for one year

Minnesota Natural Heritage Information System
Index Report of records within 1 mile radius of:
ERDB #20100661 -CR B2 at Fairview Ave. & at Snelling (SP62-678-12)
T29N R23W Section 9
Ramsey County

Rare Features Database:

Element Name and Occurrence Number	Federal Status	MN Status	State Rank	Global Rank	Last Observed Date	EO ID #
Invertebrate Animal						
Cicindela lepida (Little White Tiger Beetle) #6 T29N R23W S21, T29N R23W S16, T29N R23W S17; Ramsey County		THR	S2	G3G4	1924-07-08	26810
Paradamoetas fontana (A Jumping Spider) #5 T29N R23W S15, T29N R23W S9, T29N R23W S16, T29N R23W S10; Ramsey County		SPC	S3	GNR	1967-06-25	27726

Records Printed = 2

Minnesota's endangered species law (*Minnesota Statutes*, section 84.0895) and associated rules (*Minnesota Rules*, part 6212.1800 to 6212.2300 and 6134) prohibit the taking of threatened or endangered species without a permit. For plants, taking includes digging or destroying. For animals, taking includes pursuing, capturing, or killing.

The Division of Ecological Resources recently adopted a new database system called Biotics. As a result of this change, the layout and contents of the database reports have been revised. Many of the fields included in the new reports are the same or similar to the previous report fields, however there are several new fields and some of the field definitions have been slightly modified. We recommend that you familiarize yourself with the latest field explanations.

Rare Features Database Reports: An Explanation of Fields

The Rare Features Database (Biotics) is part of the Natural Heritage Information System, and is maintained by the Division of Ecological Resources, Minnesota Department of Natural Resources (DNR).

Field Name: [Full (non-abbreviated) field name, if different]. Further explanation of field.

-E-

Element Name and Occ #: [Element Name and Occurrence Number]. The Element is the name of the rare feature. For plant and animal species records, this field holds the scientific name followed by the common name in parentheses; for all other elements (such as native plant communities, which have no scientific name) it is solely the element name. Native plant community names correspond to Minnesota's Native Plant Community Classification (Version 2.0). The Occurrence Number, in combination with the Element Name, uniquely identifies each record.

EO Data: [Element Occurrence Data]. For species elements, this field contains data collected on the biology of the Element Occurrence* (EO), including the number of individuals, vigor, habitat, soils, associated species, peculiar characteristics, etc. For native plant community elements, this field is a summary text description of the vegetation of the EO, including structure (strata) and composition (dominant/characteristic species), heterogeneity, successional stage/dynamics, any unique aspects of the community or additional noteworthy species (including animals). Note that this is a new field and it has not been filled out for many of the records that were collected prior to conversion to the new database system. Some of the information meeting the field definition may be found in the General Description field.

EO ID#: [Element Occurrence Identification Number]. Unique identifier for each Element Occurrence record.

EO Rank: [Element Occurrence Rank]. An evaluation of the quality and condition of an Element Occurrence (EO) from A (highest) to D (lowest). Represents a comparative evaluation of: 1) quality as determined by representativeness of the occurrence especially as compared to EO specifications and including maturity, size, numbers, etc. 2) condition (how much has the site and the EO itself been damaged or altered from its optimal condition and character). 3) viability (the long-term prospects for continued existence of this occurrence - used in ranking species only). EO Ranks are assigned based on recent fieldwork by knowledgeable individuals.

Extent Known?: A value that indicates whether the full extent of the Element is known (i.e., it has been determined through field survey) at that location. If null, the value has not been determined.

-F-

Federal Status: Status of species under the U.S. Endangered Species Act: LE = endangered; LT = threatened; LE,LT = listed endangered in part of its range, listed threatened in another part of its range; LT,PDL = listed threatened, proposed for delisting; C = candidate for listing. If null or "No Status" the species has no federal status.

First Observed Date: Date that the Element Occurrence was first reported at the site in format YYYY-MM-DD. A year followed by "Pre" indicates that the observed date was sometime prior to the date listed, but the exact date is unknown.

-G-

General Description: General description or word picture of the area where the Element Occurrence (EO) is located (i.e., the physical setting/context surrounding the EO), including a list of adjacent communities. When available, information on surrounding land use may be included. Note that the information tracked in this field is now more narrowly defined than it was in the old database system, and some of the information still in this field more accurately meets the definition of the new EO Data field. We are working to clean up the records so that the information in the two fields corresponds to the current field explanations described herein. Also note that the use of uppercase in sentences in this field is not significant but rather an artifact of transferring data from the old database system to the new system.

Global Rank: The global (i.e., range-wide) assessment of the relative rarity or imperilment of the species or community. Ranges from G1 (critically imperiled due to extreme rarity on a world-wide basis) to G5 (demonstrably secure, though perhaps rare in parts of its range). Global ranks are determined by NatureServe, an international network of natural heritage programs and conservation data centers.

-L-

Last Observed Date: Date that the Element Occurrence was last observed to be extant at the site in format YYYY-MM-DD.

Last Survey Date: Date of the most recent field survey for the Element Occurrence, regardless of whether it was found during the visit. If the field is blank, assume the date is the same as the Last Observed Date.

Location Description: County or Counties in which the Element Occurrence was documented followed by Township, Range, and Section information (not listed in any particular order). Each unique Township, Range, and Section combination is separated by a comma. In some cases, there are too many Township, Range, and Section combinations to list in the field, in which case, the information will be replaced with, "Legal description is too lengthy to fit in allotted space".

-M-

Managed Area(s): Name of the federally, state, locally, or privately managed park, forest, refuge, preserve, etc., containing the occurrence, if any. If this field is blank, the element probably occurs on private land. If "(Statutory Boundary)" occurs after the name of a managed area, the location may be a private inholding within the statutory boundary of a state forest or park.

MN Status: [Minnesota Status]. Legal status of plant and animal species under the Minnesota Endangered Species Law: END = endangered; THR = threatened; SPC = special concern; NON = tracked, but no legal status. Native plant communities, geological features, and colonial waterbird nesting sites do not have any legal status under the Endangered Species Law and are represented by a N/A.

-N-

NPC Classification (v1.5): Native plant community name in Minnesota's Native Vegetation: A Key to Natural Communities (Version 1.5). This earlier classification has been replaced by Minnesota's Native Plant Community Classification (Version 2.0).

-O-

Observed Area: The total area of the Element Occurrence, in acres, which is measured or estimated during fieldwork. If null, the value has not been determined.

Ownership Type: Indicates whether the land on which the Element Occurrence was located was publicly or privately owned; for publicly owned land, the agency with management responsibility is listed, if known.

-S-

Site Name: The name of the site(s) where the Element Occurrence is located. Sites are natural areas of land with boundaries determined and mapped according to biological and ecological considerations.

Survey Site #/Name: The name of the survey site, if applicable, where the Element Occurrence is located. Survey sites are sites that provide a geographic framework for recording and storing data, but their boundaries are not based on biological and ecological considerations. Minnesota County Biological Survey site numbers, if applicable, are also listed in this field.

Survey Type: Information on the type of survey used to collect information on the Element Occurrence.

Surveyor(s): Name(s) of the person(s) that collected survey information on the Element Occurrence.

State Rank: Rank that best characterizes the relative rarity or endangerment of the taxon or plant community in Minnesota. The ranks do not represent a legal status. They are used by the Minnesota Department of Natural Resources to set priorities for research, inventory and conservation planning. The state ranks are updated as inventory information becomes available. S1 = Critically imperiled in Minnesota because of extreme rarity or because of some factor(s) making it especially vulnerable to extirpation from the state. S2 = Imperiled in Minnesota because of rarity or because of some factor(s) making it very vulnerable to extirpation from the state. S3 = Vulnerable in Minnesota either because rare or uncommon, or found in a restricted range, or because of other factors making it vulnerable to extirpation. S4 = Apparently secure in Minnesota, usually widespread. S5 = Demonstrably secure in Minnesota, essentially ineradicable under present conditions. SH = Of historical occurrence in the state, perhaps having not been verified in the past 20 years, but suspected to be still extant. An element would become SH without the 20-year delay if the only known occurrences in the state were destroyed or if it had been extensively and unsuccessfully looked for. SNR = Rank not yet assessed. SU = Unable to rank. SX = Presumed extinct in Minnesota. SNA = Rank not applicable. S#S# = Range Rank: a numeric range rank (e.g., S2S3) is used to indicate the range of uncertainty about the exact status of the element. S#B, S#N = Used only for migratory animals, whereby B refers to the breeding population of the element in Minnesota and N refers to the non-breeding population of the element in Minnesota.

-V-

Vegetation Plot: Code(s) for any vegetation plot data that have been collected within this Element Occurrence (i.e., either Releve Number or the word "RELEVE" indicates that a releve has been collected).

---

* Element Occurrence – an area of land and/or water in which an Element (i.e., a rare species or community) is, or was, present, and which has practical conservation value for the Element as evidenced by potential continued (or historical) presence and/or regular recurrence at a given location. Specifications for each species determine whether multiple observations should be considered 1 Element Occurrence or 2, based on minimum separation distance and barriers to movement.

Data Security

Locations of some rare features must be treated as sensitive information because widespread knowledge of these locations could result in harm to the rare features. For example, wildflowers such as orchids and economically valuable plants such as ginseng are vulnerable to exploitation by collectors; other species, such as bald eagles, are sensitive to disturbance by observers. For this reason, we prefer that publications not identify the precise locations of vulnerable species. We suggest describing the location only to the nearest section. If this is not acceptable for your purposes, please call and discuss this issue with the Endangered Species Environmental Review Coordinator at (651) 259-5109.

Minnesota Department of Transportation

Office of Environmental Services
Mail Stop 620
395 John Ireland Boulevard
St. Paul, MN 55155-1899

Office Tel: (651) 366-3620
Fax: (651) 366-3603

September 16, 2010

Ramsey Co. Department of Public Works
1425 Paul Kirkwood Drive
Arden Hills, MN 55112-3933
Attn: Erin Laberee

Re: S.P. 62-678-12, T29N R23W Section 9, Intersection Improvements, Co Rd B2 at Fairview and Snelling Avenues, Roseville

Dear Erin:

We have reviewed the above-referenced undertaking pursuant to our FHWA-delegated responsibilities for compliance with Section 106 of the National Historic Preservation Act, as amended (36 CFR 800), and as per the terms of the Programmatic Agreement (PA) between the FHWA and the Minnesota State Historic Preservation Office (SHPO) (June 2005).

Your letter indicates the undertaking will involve reconstruction of the CR B2/Fairview Avenue intersection, adding dual left turn lanes at all approaches and right turn lanes to the southbound and eastbound approaches. At the County Road B2/Snelling Avenue southbound ramp intersection, the eastbound left turn lane would be lengthened and a second westbound left turn lane added. Reconstruction of sidewalk, curb ramps, signal reconstruction, and the boulevard would be included in the project. The existing alignment will remain the same with widening at the new turn lanes. The project will have minor right of way impacts except at the NW quadrant of CR B2 and Fairview where an existing gas station will be acquired to accommodate construction of the southbound right turn lane.

Our office has defined the area of potential effect (APE) for archaeological resources to be the proposed construction limits. The APE for architectural history properties was determined to be the first tier of properties adjacent to the construction limits. Once the APE was established, we examined the SHPO database for the list of previously recorded resources in the area. Based on these queries, there are no previously recorded archaeological resources within the APE, or adjacent to it.

We have determined that there will be no historic properties affected by the project as currently proposed. As there are no historic properties within the project APE, the section 106 review of this project is now complete and no SHPO comment period and response are required under the terms of the new PA. If the project scope changes, please provide our office with the revised information and we will conduct an additional review.

Sincerely,

Teresa Martin

Teresa Martin, State Prog Admin Coordinator
Cultural Resources Unit

cc:
Joe Hudak, Mn/DOT CRU
Mn/DOT CO File

Minnesota Department of Transportation

State Aid for Local Transportation
Mail Stop 500, 4th Floor
395 John Ireland Boulevard
St. Paul, MN 55155-1899

Fax: 651 366-3801

November 9, 2011

Erin LaBeree
Traffic Engineer
Ramsey County Public Works
1425 Paul Kirkwold Drive
Arden Hills, MN 55112

SUBJECT: **SP 62-678-12, 62-648-17**
Road Reconstruction, Traffic Signal, Signing, Striping and Storm / Sanitary Sewer
Project Memorandum Amendment #1 Approval

Dear Ms. LaBeree:

Attached is a copy of the approved Amendment # 1 to the Project Memorandum for the above referenced project. This amendment documents the changes to the project that have occurred since the approval of the initial project memorandum.

If you have any questions, please do not hesitate to contact me at 651-366-3825, or by e-mail at Malaki.Ruranika@state.mn.us.

Sincerely,

Malaki Ruranika, PE
Asst Project Development Engineer

Enclosure

cc: Michelle Moser – Metro State Aid
File

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

RAMSEY COUNTY

PROJECT MEMORANDUM # 1

FOR

SP 62-678-12 (62-648-017)
STPX 6212(092)

COUNTY ROAD B2
FROM: Prior Avenue
TO: Snelling Avenue
IN THE CITY OF ROSEVILLE

PROPOSED IMPROVEMENT: This project consists of reconstructing County Road B2 (CSAH 78) from Prior Avenue to Snelling Avenue. The intersections of Fairview Avenue and the ramp from South bound Snelling Avenue will be widened to provide for double left turn lanes and the existing traffic signals within the corridor will be replaced.

Recommended:

______________________ 11/1/11
Local Agency Engineer — Date

Reviewed and Recommended:

______________________ 11/7/11
District State Aid Engineer — Date

Approved:

______________________ 11/8/11
Director, State Aid For Local Transportation — Date

The Project Memorandum was previously approved as a Categorical Exclusion on September 24, 2010. The purpose of this addendum is to document the changes to the project on County Road B2 between Fairview Avenue and the south bound Snelling Avenue off ramp from what was proposed in the project memo.

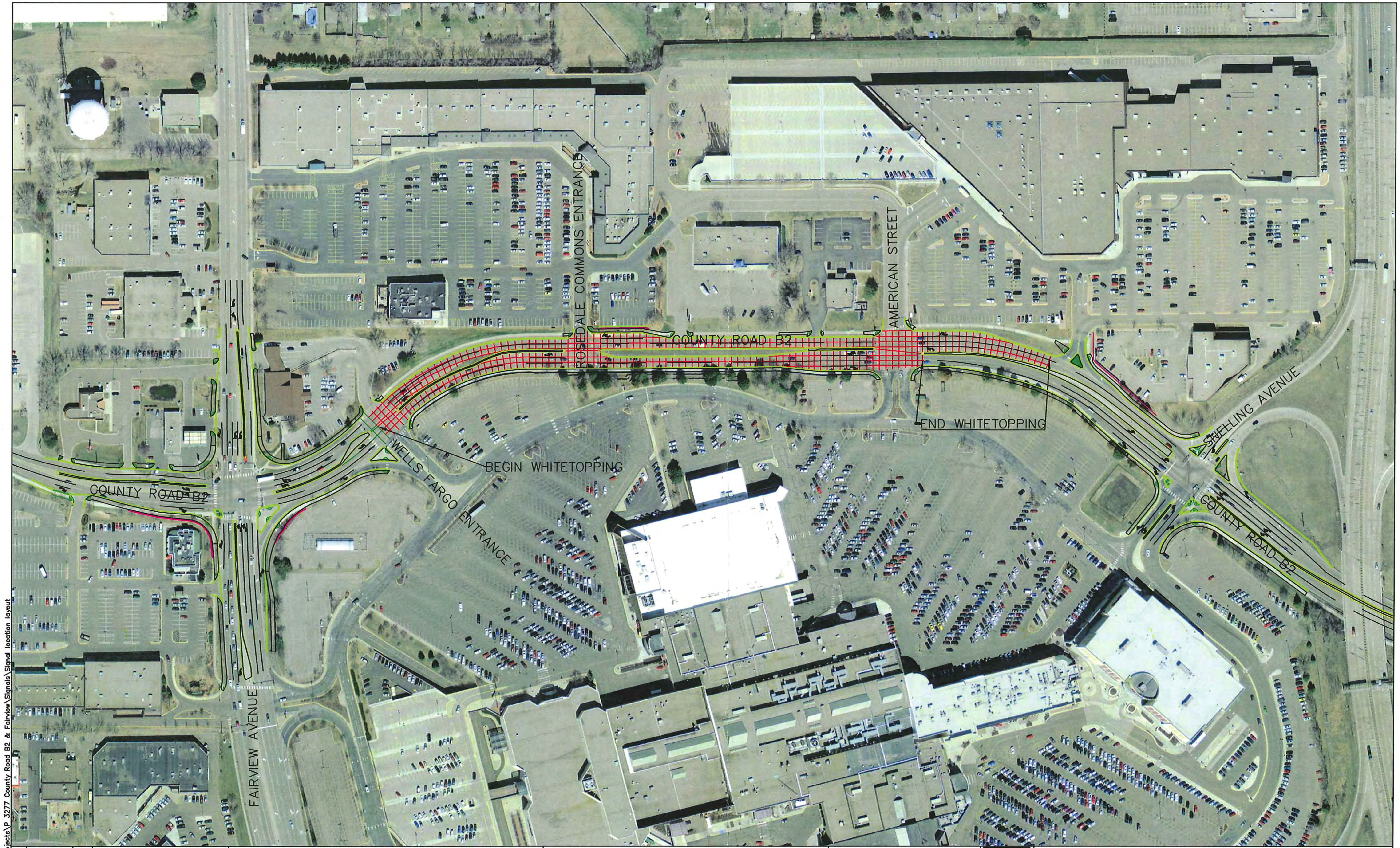
Originally the project included a mill and overlay for the portion of County Road B2 between Fairview Avenue and the southbound Snelling Avenue off ramp. The project will now remove the existing bituminous roadway and replace it with a concrete section. This change was made due to the high volume of traffic on County Road B2 and the minimal price difference between bituminous and concrete. The curb and gutter will be replaced where previously it was to remain because of its poor condition, especially at the joints. The sidewalk on the south side of County Road B2 will also be replaced for constructability reasons.

Previously the traffic signals at the Wells Fargo/Mall Entrance, American Road and the Rosedale Commons Entrance were to remain, but because of their age and condition they will be replaced and include APS.

The geometric improvements to the road between Fairview and Snelling will not change from the original plans included in the project memorandum and include the addition of a right turn lane into the Rosedale Commons Entrance; otherwise the roadway will be replaced in its current location with no changes to alignment, profile or width.

The total estimated project cost with the above mentioned changes is $5,976,815, which is $1,031,085 over the original estimate of $4,945,730. The anticipated funding sources will remain at $2,394,000 of federal funds and local funds will increase from $2,551,730 to 3,582,815.

This revision is not anticipated to cause any changes to the social, economic or environmental impacts to this project; therefore, this project continues to meet the criteria for a categorical exclusion per 23 CFR 771.117.



NO.	REV-DATE	BY:	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNED: ______________________

REG NO: ______________ DATE: ______________

COUNTY ROAD B2

PRIOR AVENUE TO ARONA STREET

S.P. 62–678–12
S.P. 62–648–17

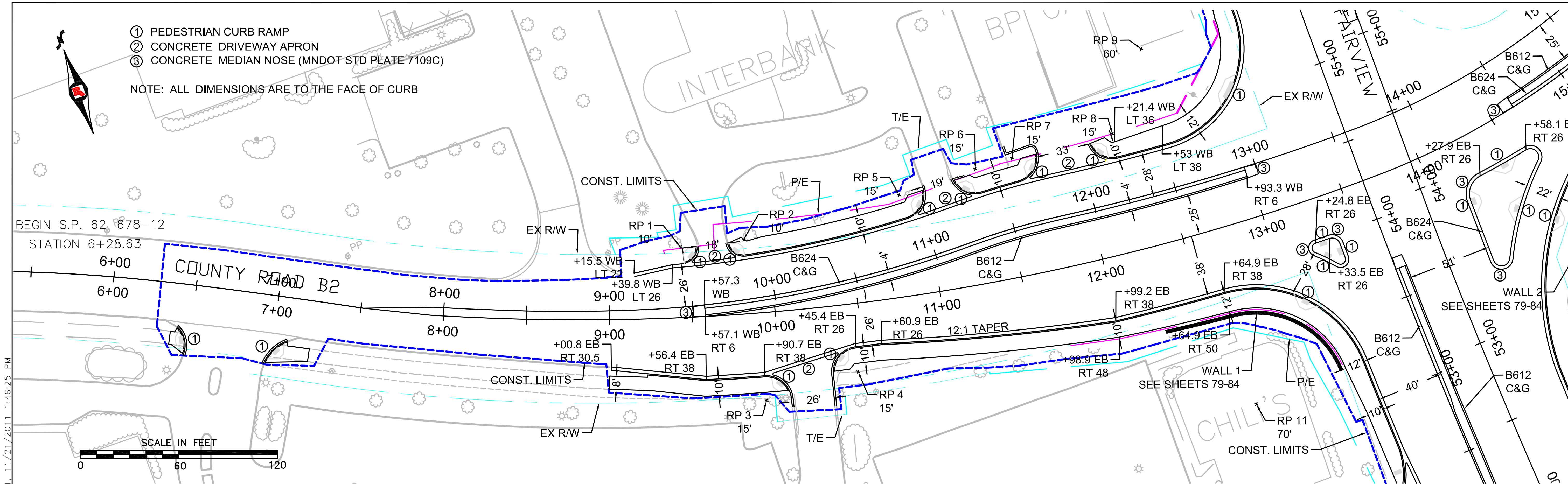
COUNTY PROJ. P–3277

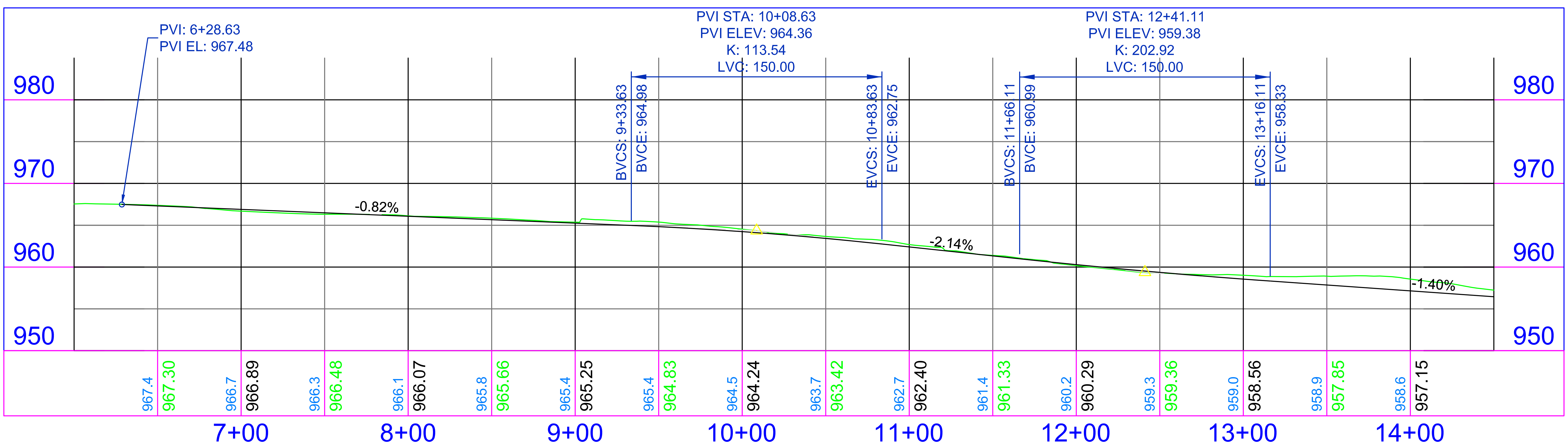
RAMSEY COUNTY

WHITETOPPING LAYOUT

SHEET 1 OF 1 SHEETS

H:\Civil 3D Projects\P 3277 County Road B2 & Fairview\Signals\Signal location layout





NO.	REV-DATE	BY:	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNED: ____________

REG NO: ____________ DATE: ____________

COUNTY ROAD B2

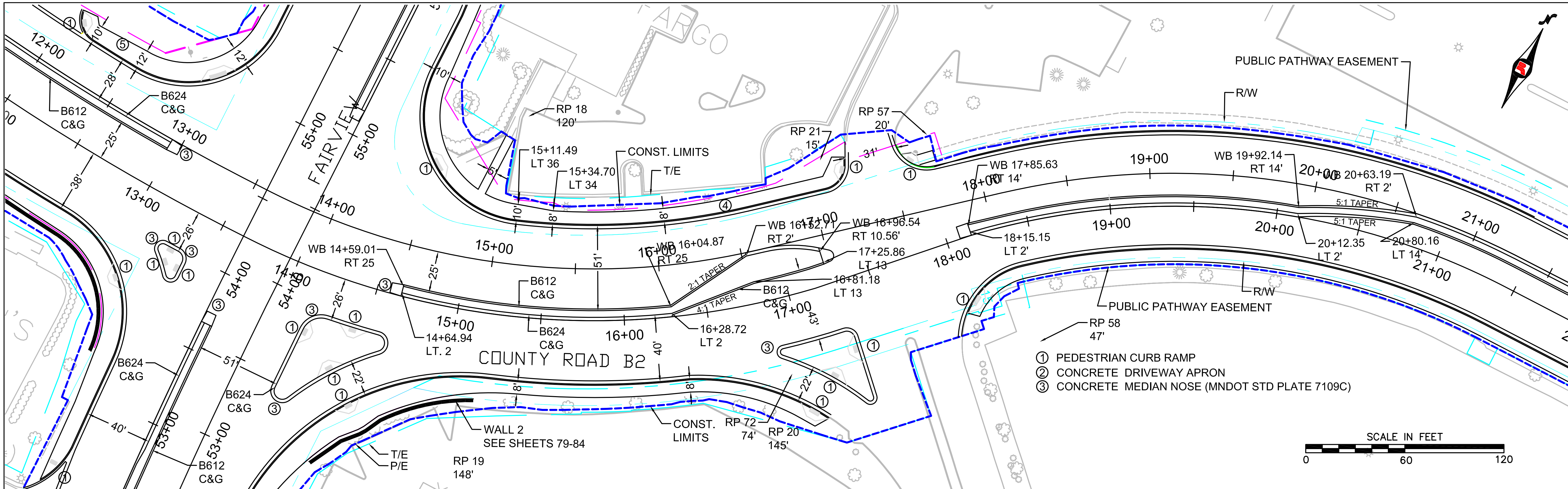
PRIOR AVE TO ARONA STREET

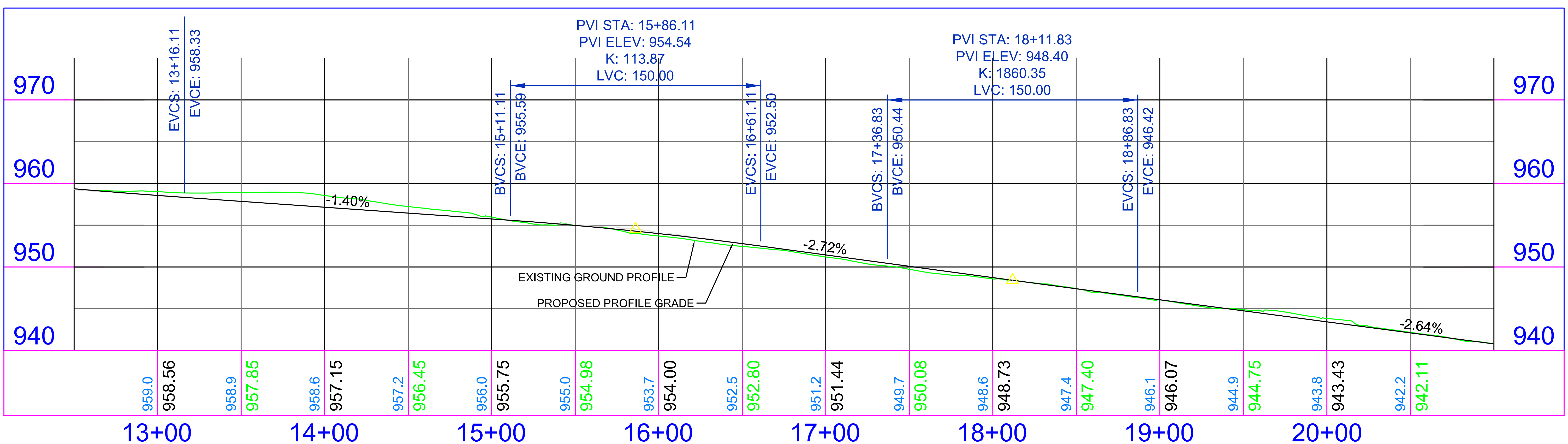
S.P. 62-678-12
S.P. 62-648-17

COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE





NO.	REV-DATE	BY:	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNED:

REG NO: DATE:

COUNTY ROAD B2

PRIOR AVE TO ARONA STREET

S.P. 62-678-12
S.P. 62-648-17

COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN ANB PROFILE

SHEET 52 OF 999 SHEETS

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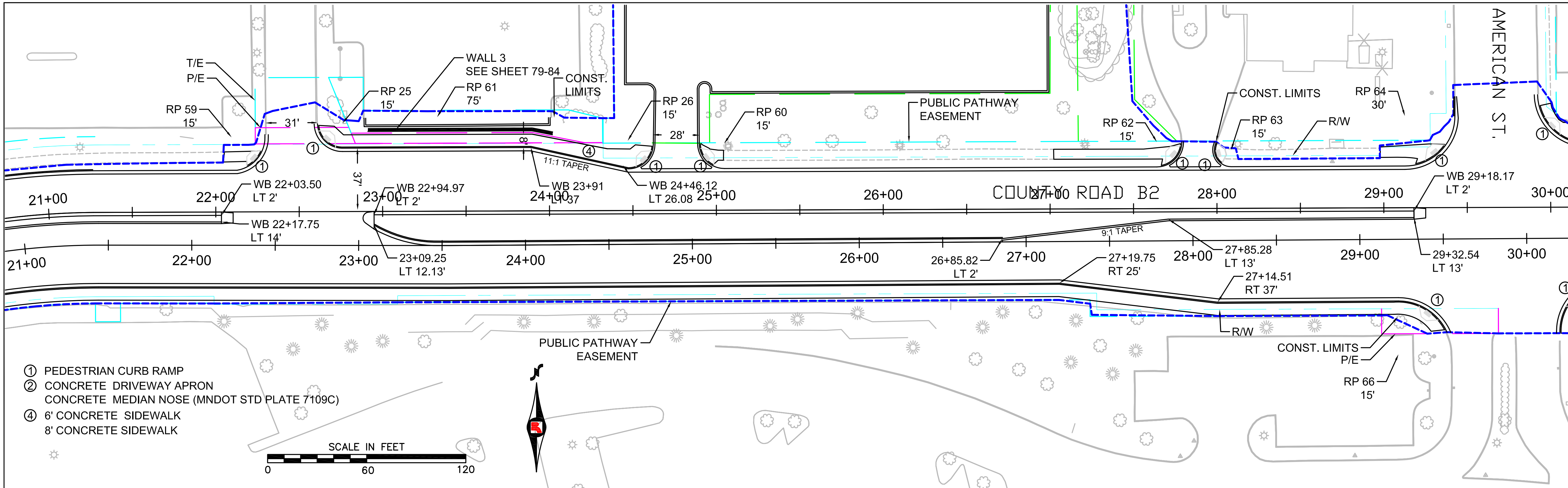

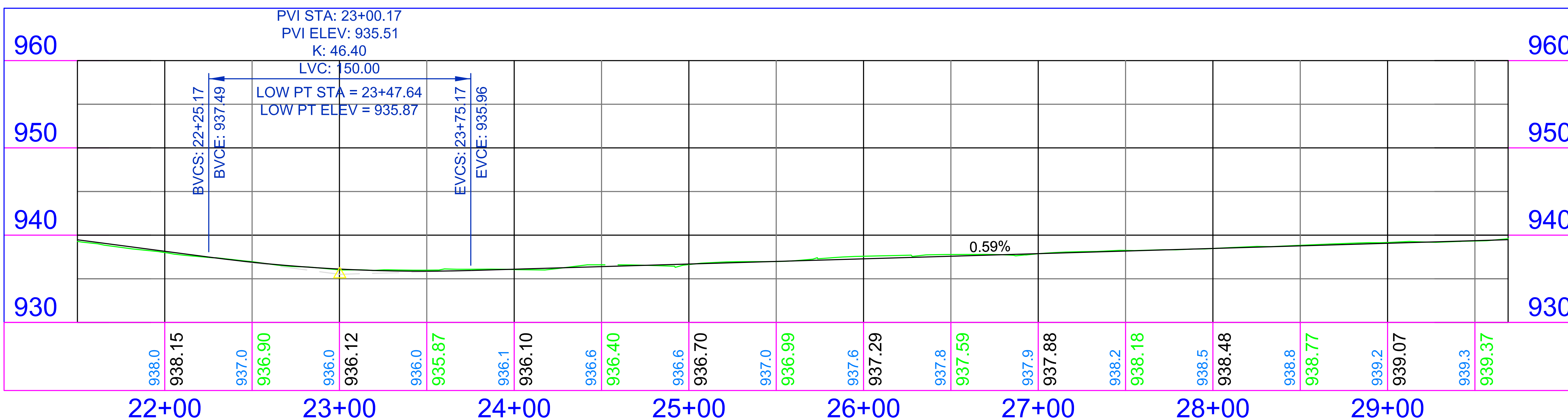

NO.	REV-DATE	BY:	DESCRIPTION

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SIGNED: ____________________

REG NO: ____________ DATE: ____________

COUNTY ROAD B2

PRIOR AVE TO ARONA STREET

S.P. 62-678-12
S.P. 62-648-17

COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE

SHEET 53 OF 999 SHEETS

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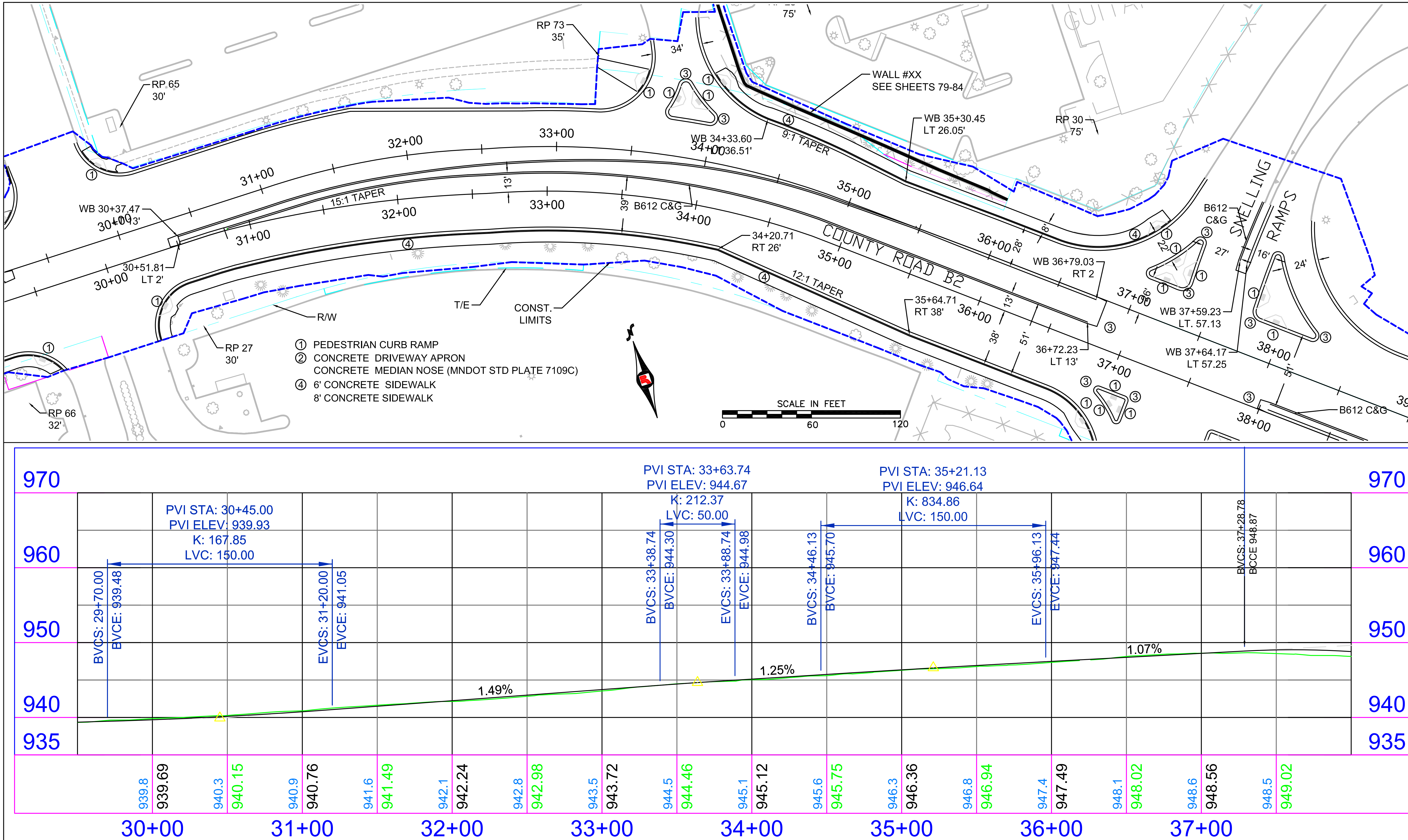

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NO.	REV-DATE	BY:	DESCRIPTION

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SIGNED: ______________________

REG NO: ______________ DATE: ______________

COUNTY ROAD B2

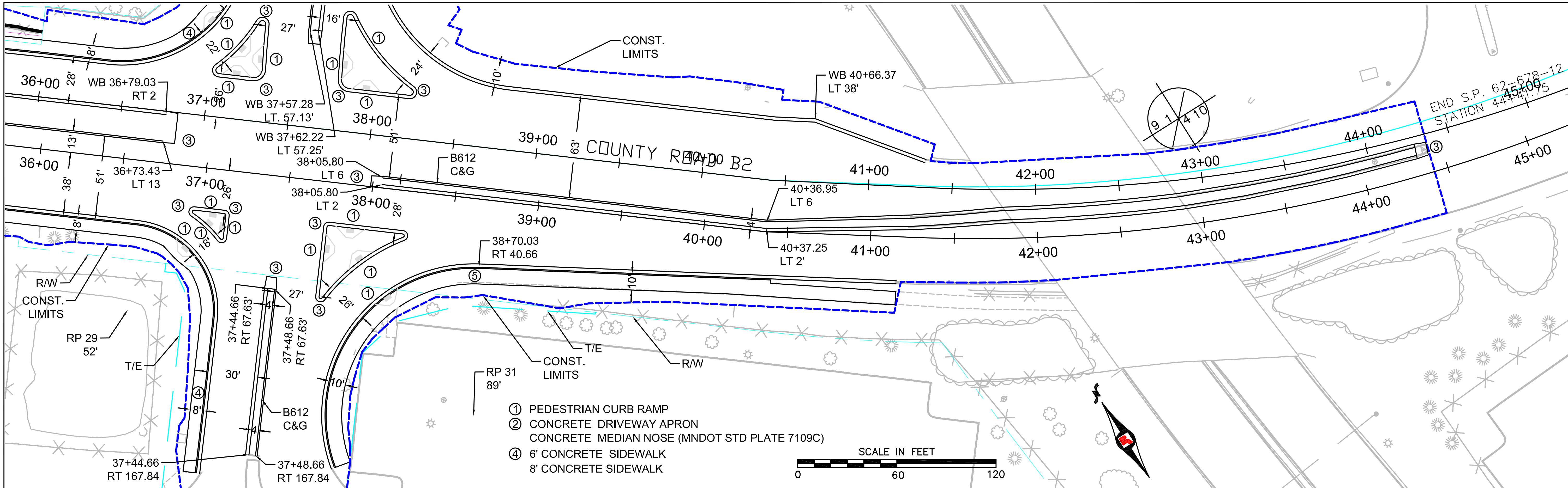
PRIOR AVE TO ARONA STREET

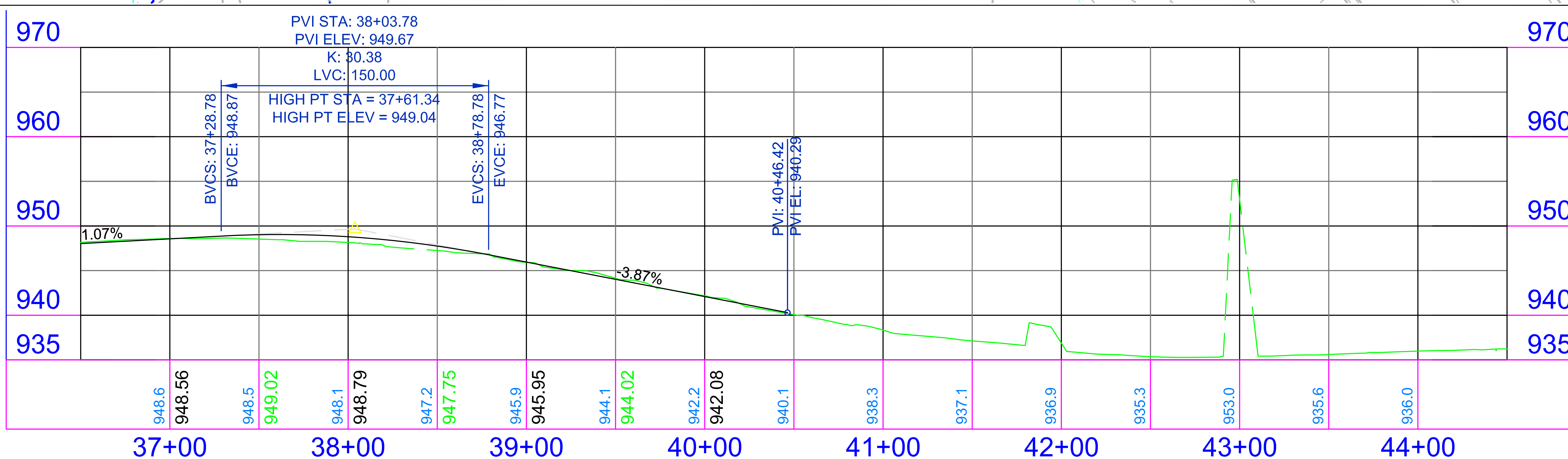
S.P. 62-678-12
S.P. 62-648-17

COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE





NO.	REV-DATE	BY:	DESCRIPTION

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SIGNED: ____________________

REG NO: ____________ DATE: ____________

COUNTY ROAD B2

PRIOR AVE TO ARONA STREET

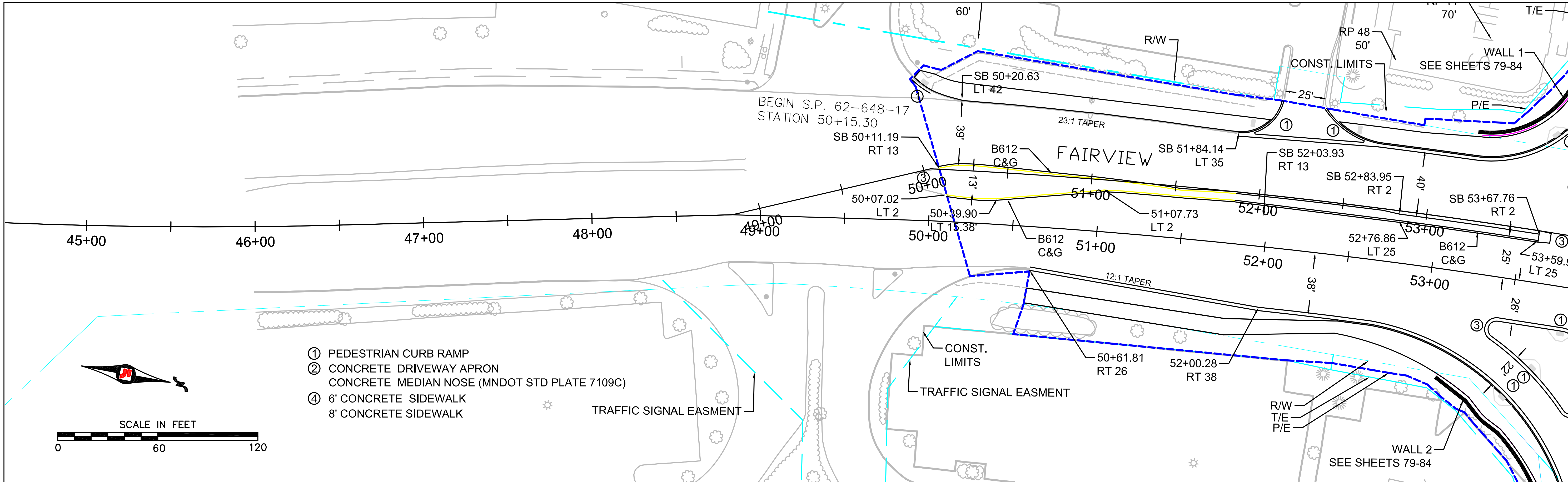
S.P. 62-678-12
S.P. 62-678-17

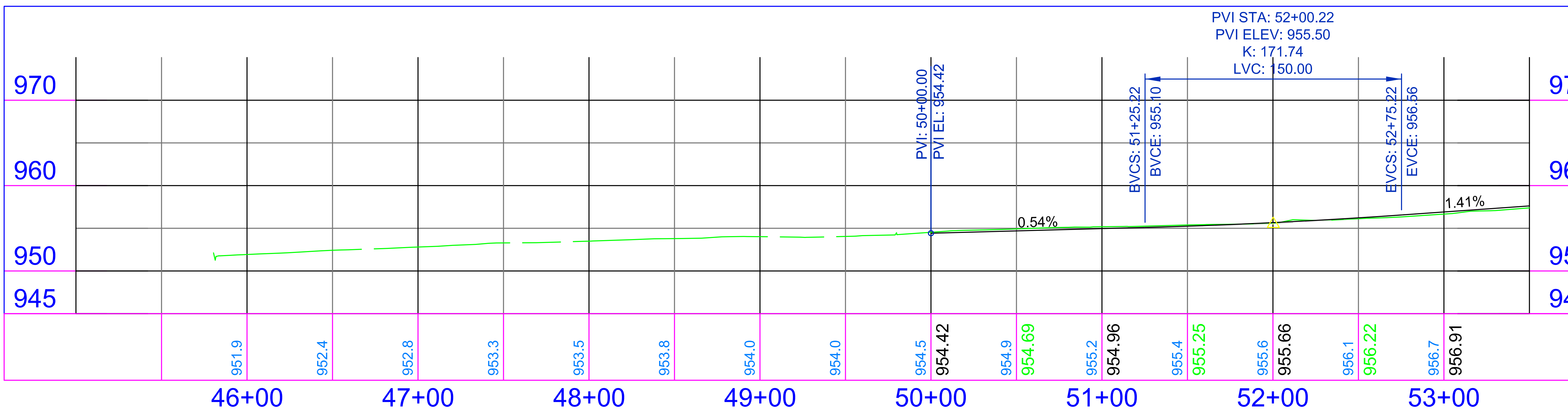
COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE

SHEET 55 OF 999 SHEETS





NO.	REV-DATE	BY:	DESCRIPTION

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SIGNED: ____________________

REG NO: ____________ DATE: ____________

COUNTY ROAD B2

PRIORAVE. TO ARONA STREET

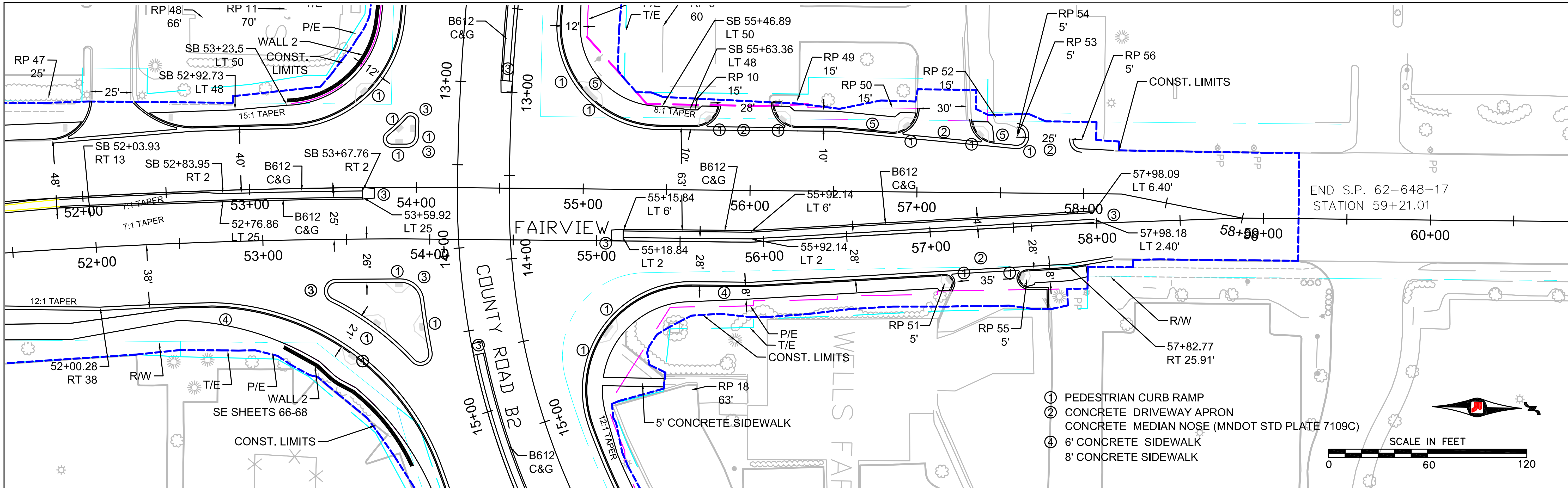
S.P. 62-617-12
S.P. 62-648-17

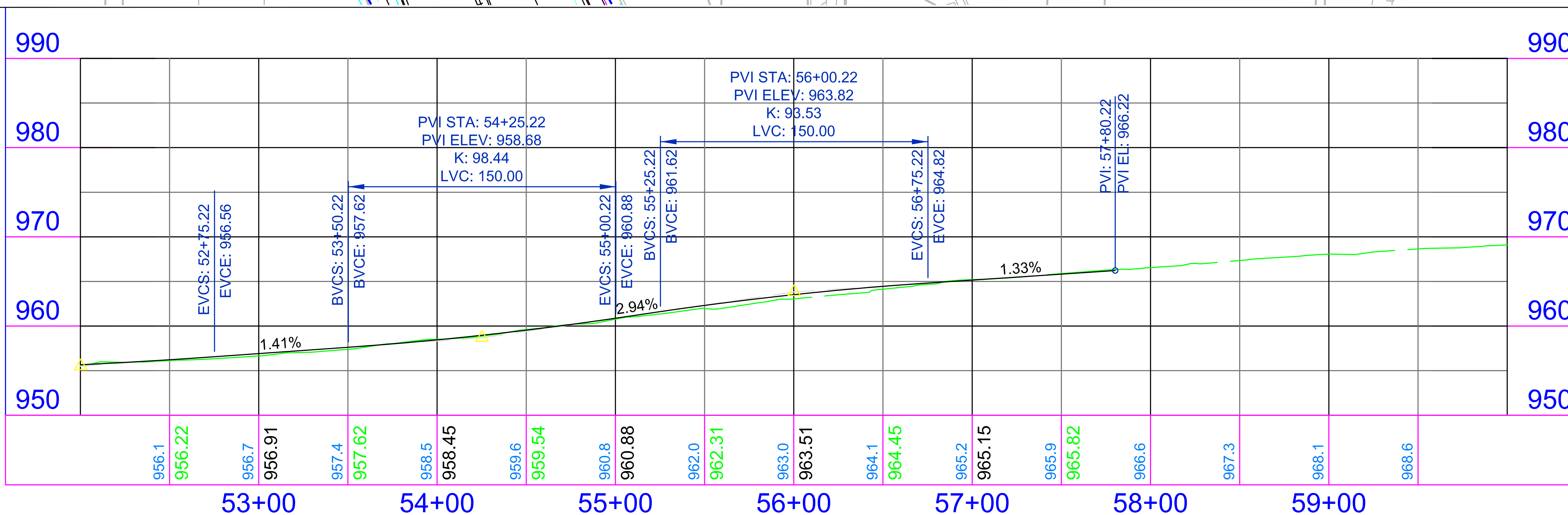
COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE

SHEET 56 OF 999 SHEETS





NO.	REV-DATE	BY:	DESCRIPTION

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SIGNED: ______

REG NO: ______ DATE: ______

COUNTY ROAD B2

PRIOR AVE. TO ARONA STREET

S.P. 62-678-12
S.P. 62-648-17

COUNTY PROJ. P-3277

RAMSEY COUNTY

CONSTRUCTION PLAN AND PROFILE

SHEET 57 OF 999 SHEETS

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ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 12.a

Department Approval

City Manager Approval

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

BACKGROUND

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

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

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to December 16th, 2011 will be accepted and not levied on the 2012 property taxes.

POLICY OBJECTIVE

Certifying delinquent charges are required under City Code.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

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

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

* * * * * * * * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 28th day of November, 2011 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _______

RESOLUTION DIRECTING THE COUNTY AUDITOR TO LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2012 or BEYOND

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

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

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

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

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 28th day of November, 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 28th day of November, 2011.

____

William J. Malinen
City Manager

Seal

Attachment B

Nov. 22th 2011 | Delinquent Accounts for 4th Qtr 2011 for 2012 Property Tax | City of Roseville, MN

PIN	Service Address	$ Amount to Collections
012923120024	301 S OWASSO BLVD	$ 6.75
012923120026	303 OWASSO BLVD	11.41
012923130007	2934 GALTIER ST	9.75
012923130028	2942 MATILDA ST	8.42
012923130047	349 CO RD C2	12.75
012923140006	2941 RICE ST	10.08
012923140081	208 MAPLE LN	13.03
012923140082	216 MAPLE LN	10.08
012923140085	240 MAPLE LN	13.75
012923230034	609 OWASSO BLVD	11.83
012923230057	523 OWASSO HILLS DR	12.54
012923240091	2987 HIGHPOINT CURVE	7.99
012923240132	472 OWASSO BLVD	16.49
012923310020	406 CENTENNIAL DR	9.73
012923310078	468 JUDITH AVE	8.75
012923320025	531 OWASSO HILLS DR	10.83
012923330003	528 IONA LN	15.41
012923330025	2757 KENT ST	13.41
012923330440	2694 MACKUBIN ST	9.37
012923330445	2684 MACKUBIN ST	8.42
012923330456	2662 MACKUBIN ST	12.39
012923330462	2650 MACKUBIN ST	11.11
012923340022	2744 MACKUBIN ST	8.08
012923340156	445 CO RD C	12.06
012923340174	2730 MACKUBIN ST	16.08
012923410006	2857 WOODBRIDGE ST	14.08
012923410036	2841 MARION ST	12.08
012923410042	2795 MARION ST	11.75
012923410051	2834 GALTIER ST	6.75
012923430010	2687 GALTIER ST	12.41
012923430043	2679 MATILDA ST	10.75
012923430045	2665 MATILDA ST	11.75
012923440044	2663 MARION ST	7.08
022923120044	3105 AVON ST	13.41
022923120058	3060 VICTORIA ST	13.41
022923130030	822 MILLWOOD AVE	16.75
022923210071	964 LYDIA DR.	0.48
022923220014	1045 WOODLYNN AVE	11.29
022923240027	981 LYDIA DR.	10.75
022923240045	922 MILLWOOD AVE	10.75
022923240048	892 MILLWOOD AVE	62.27
022923240056	885 CO RD C2	7.75
022923240060	923 CO RD C2	13.08

Nov. 22th 2011 | Delinquent Accounts for 4th Qtr 2011 for 2012 Property Tax | City of Roseville, MN

PIN	Service Address	$ Amount to Collections
022923320002	2851 LAKEVIEW AVE	6.75
022923320010	2777 LAKEVIEW AVE	11.26
022923320053	2854 OXFORD ST	8.75
022923320091	2821 CHURCHILL ST	6.75
022923330027	1051 WOODHILL DR	15.95
022923330034	2750 CHURCHILL ST	12.08
022923410029	700 HEINEL DR	12.62
022923430033	795 TERRACE DR	8.75
022923440013	2722 ST ALBANS ST	11.11
022923440052	738 WHEATON AVE	7.42
022923440060	675 CO RD C	9.42
022923440078	636 IONA LN	8.75
022923440081	648 IONA LN	20.67
032923130021	2925 MERRILL ST	9.08
032923130069	2900 HAMLINE AVE	71.64
032923210056	1401 BRENNER AVE	126.04
032923210082	3001 ALBERT ST	85.24
032923220003	1493 WOODLYNN AVE	98.61
032923220038	3014 ARONA ST	157.44
032923220048	3007 ARONA ST	119.04
032923220056	1520 BRENNER AVE	111.14
032923220060	3017 ASBURY ST	88.64
032923220088	3069 ASBURY ST	71.64
032923230017	2936 SIMPSON ST	201.54
032923230028	2951 SIMPSON ST	122.64
032923230045	2936 ARONA ST	100.00
032923230055	2943 ARONA ST	107.24
032923230071	2938 ASBURY ST	150.94
032923230072	2944 ASBURY ST	122.64
032923240040	2923 SHELDON ST	6.15
032923240066	2904 PASCAL ST	70.48
032923240069	2924 PASCAL ST	85.24
032923310022	1423 JUDITH AVE	11.75
032923320020	2827 ASBURY ST	0.72
032923320045	1491 APPLEWOOD COURT	12.75
032923340002	1354 JUDITH AVE	6.75
032923340025	2750 SHELDON ST	9.75
032923340027	1390 JUDITH AVE	11.08
032923340032	1424 JUDITH AVE	8.42
032923340047	1434 RAMBLER RD	12.49
032923340048	1440 RAMBLER RD	9.42
032923340059	1392 RAMBLER RD	6.93
032923420006	2835 FERNWOOD ST	10.75

PIN	Service Address	$ Amount to Collections
032923420054	2806 DELLWOOD ST	8.42
032923420062	2835 DELLWOOD ST	13.41
032923440016	2724 FERNWOOD ST	10.08
042923120023	3024 FAIRVIEW AVE	68.24
042923120065	3017 SHOREWOOD LN	117.08
042923130028	1770 STANBRIDGE AVE	95.24
042923130040	1771 MILLWOOD AVE	117.44
042923130081	1785 MAPLE LN	11.80
042923140025	1645 STANBRIDGE ST	105.64
042923140060	1650 MILLWOOD AVE	108.54
042923220007	3087 WILDER ST	105.64
042923220100	3099 EVELYN ST	119.24
042923240023	1889 W CO RD C2	146.59
042923240039	2926 MILDRED DR	5.06
042923240044	2903 FAIRVIEW AVE	147.14
042923340002	2690 PRIOR AVE	355.66
042923340002	2690 PRIOR AVE	448.63
042923340002	2690 PRIOR AVE	355.66
042923420026	1798 CENTENNIAL DR	80.54
042923420044	1797 CENTENNIAL DR	75.00
052923210071	3020 OLD HWY 8	829.66
052923210073	3006 OLD HWY 8	139.64
052923210102	2403 BRENNER CT	132.84
052923220084	3082 HIGHCREST RD	178.09
052923220092	3035 PATTON RD	112.62
052923230068	2955 PATTON RD	68.24
052923230072	2896 OLD HWY 8	95.85
052923320001	3261 OLD HWY 8	80.04
082923430002	2194 W HWY 36	129.36
082923430044	2223 W CO RD B	105.95
082923440028	2255 CLEVELAND AVE	168.24
092923110020	2598 ALDINE ST	104.34
092923110024	2570 ALDINE ST	66.90
092923110027	2550 ALDINE ST	36.91
092923120032	2544 FAIRVIEW AVE	68.24
092923120069	2585 HERSCHEL AVE	114.84
092923120078	2598 HERSCHEL AVE	95.44
092923130001	1723 W CO RD B2	251.14
102923110012	1149 OAKCREST AVE	10.75
102923110019	2561 DUNLAP ST	12.41
102923110027	1106 OAKCREST AVE	7.75
102923110041	1206 OAKCREST AVE	10.42
102923120046	2575 DELLWOOD AVE	9.75

for

2012 Property Tax

PIN	Service Address	$ Amount to Collections
102923120054	2566 HAMLINE AVE	9.75
102923140051	1150 SEXTANT AVE	11.08
102923210083	2579 HAMLINE AVE-STE D	9.83
102923220017	2545 PASCAL ST	11.41
102923220022	2609 SNELLING CV	47.95
102923240002	1449 BROOKS AVE	9.75
102923240014	1363 BROOKS AVE	8.08
102923340017	1397 SANDHURST DR	75.06
102923340024	1392 SANDHURST DR W	98.38
102923340030	1371 W CO RD B	43.15
102923430003	1239 SHERREN ST	111.03
102923430015	2211 FERNWOOD AVE	14.96
102923430055	2234 DELLWOOD AVE	135.78
102923440032	1145 LAURIE RD	21.53
102923440060	1197 SANDHURST DR W	4.98
102923440087	1195 W CO RD B	176.21
102923440099	1125 SANDHURST DR W	58.53
112923120040	2545 FISK ST	14.41
112923120057	2547 AVON ST	15.32
112923120072	2570 GROTTO ST	10.49
112923130039	763 W CO RD B2	6.75
112923140011	715 SEXTANT AVE	9.08
112923140033	701 W CO RD B2	11.11
112923230008	1035 BROOKS AVE	12.75
112923230017	2444 LEXINGTON AVE	9.42
112923230021	2465 CHURCHILL ST	12.41
112923230030	2452 CHURCHILL ST	9.42
112923230081	1016 TRANSIT AVE	8.42
112923240010	949 BROOKS AVE	7.75
112923240036	924 TRANSIT AVE	12.83
112923310031	2360 NANCY PL	129.73
112923310051	907 LOVELL AVE	116.64
112923320005	1016 W CO RD B2	8.69
112923320007	1030 W CO RD B2	13.50
112923320088	1079 LOVELL LN N	104.98
112923330002	2256 LEXINGTON AVE	23.76
112923330051	1003 W CO RD B	172.30
112923340007	936 HWY 36	127.42
112923340013	900 HWY 36	26.16
112923340023	974 SHERREN ST	149.86
112923340052	2219 NANCY PL	111.55
112923340054	2207 NANCY PL	73.59
112923340080	2203 VICTORIA ST	138.64

PIN	Service Address	$ Amount to Collections
112923340085	2214 MILTON ST	127.42
112923340089	2210 MILTON ST	112.46
112923410015	711 GRANDVIEW AVE	101.24
112923410018	697 GRANDVIEW AVE	100.53
112923410067	703 COPE AVE	90.02
112923420003	838 W CO RD B2	134.35
112923420010	790 W CO RD B2	111.03
112923420086	795 COPE AVE	132.78
112923420088	777 COPE AVE	108.47
112923430010	741 SHERREN ST	138.09
112923430051	845 W CO RD B	14.92
112923430052	835 W CO RD B	29.79
112923440009	2237 DALE ST	75.06
122923110022	2587 RICE ST	0.66
122923110061	2611 RICE ST	14.43
122923130093	333 W CO RD B2	10.75
122923140028	2477 WOODBRIDGE ST	6.75
122923140033	2486 MARION ST	14.46
122923140059	2434 GALTIER CR	11.06
122923140075	170 TRANSIT AVE	10.73
122923210024	2578 IRENE ST	14.70
122923210031	422 CO RD C	26.24
122923240005	421 BROOKS AVE	15.90
122923240006	429 BROOKS AVE	10.75
122923240014	404 BROOKS AVE	9.42
122923240038	2417 WESTERN AVE	11.39
122923310001	2383 WESTERN AVE	38.55
122923310011	2390 COHANSEY ST	119.94
122923310037	464 LOVELL AVE	116.20
122923310046	2306 SOUTHHILL DR	126.87
122923310048	405 MINNESOTA AVE	78.80
122923320014	527 LOVELL AVE	60.59
122923330003	590 HWY 36	90.02
122923330023	591 W CO RD B	1,531.12
122923340010	432 MINNESOTA AVE	8.72
122923340015	404 SANDHURST CIR	134.90
122923340021	415 W CO RD B	124.01
122923340028	2211 IRENE ST	130.61
122923340043	2233 BOSSARD DR	142.71
122923340049	2199 COHANSEY BLVD	157.67
122923340054	2170 COHANSEY BLVD	131.16
122923340069	398 MINNESOTA AVE	118.95
122923420002	271 GRANDVIEW AVE	128.52

PIN	Service Address	$ Amount to Collections
122923420011	346 W CO RD B2	105.95
122923420049	265 MINNESOTA AVE	142.38
122923420060	2318 AUERBACH AVE	78.64
122923440007	204 MINNESOTA AVE	143.26
122923440009	226 MINNESOTA AVE	134.90
122923440023	251 CAPITOL VIEW CR	75.06
132923110002	158 W CO RD B	131.16
132923110076	2050 WILLIAM ST	210.33
132923120016	311 BURKE AVE	134.35
132923120021	2077 WILLIAM ST	82.54
132923120025	2051 WILLIAM ST	86.62
132923120036	2071 GIESMAN ST	61.19
132923120064	2059 HAND AVE	90.02
132923120084	320 W CO RD B	203.32
132923130016	269 MCCARRONS BLVD	104.98
132923130028	317 MCCARRONS BLVD	11.24
132923140007	249 ELMER ST	138.64
132923140040	250 N MCCARRONS BLVD	121.70
132923210015	2122 COHANSEY BLVD	130.39
132923220019	2100 DALE ST	157.93
132923230021	540 SHRYER AVE	112.46
132923230025	527 RYAN AVE	7.74
132923230034	554 RYAN AVE	183.52
132923230049	601 RYAN AVE	8.50
132923230055	578 RYAN AVE	79.15
132923230058	577 ROSELAWN AVE	66.33
132923230077	558 SHRYER AVE	144.65
132923240005	2006 COHANSEY BLVD	122.58
132923310026	453 S MCCARRONS BLVD	97.50
132923310029	483 S MCCARRONS BLVD	135.01
132923310030	493 S MCCARRONS BLVD	119.94
132923310042	1818 WOODRUFF AVE	75.06
132923310054	448 MCCARRONS BLVD	24.25
132923310089	491 GLENWOOD AVE	75.06
132923310098	462 HILLTOP AVE	119.94
132923320007	511 HILLTOP AVE	78.72
132923420026	330 MCCARRONS BLVD	112.46
132923420027	326 S MCCARRONS BLVD	110.48
132923430017	295 DIONNE ST	108.72
132923440005	182 MCCARRONS BLVD S	51.20
142923110005	724 W CO RD B	55.58
142923110052	2099 DALE ST	116.20
142923110054	640 ELDRIDGE AVE	36.37

PIN	Service Address	$ Amount to Collections
142923110055	648 ELDRIDGE AVE	85.43
142923110056	656 ELDRIDGE AVE	75.00
142923120017	851 PARKER AVE	93.76
142923120021	817 PARKER AVE	136.76
142923120035	750 W CO RD B	152.48
142923140018	682 SHRYER AVE	450.71
142923210080	896 PARKER AVE	112.21
142923210087	2064 CHATSWORTH COURT	112.46
142923220002	990 W CO RD B	82.54
142923220065	2062 LEXINGTON AVE	77.61
142923230005	1065 SHRYER AVE	101.24
142923230011	2030 LEXINGTON AVE	67.26
142923230017	1080 SHRYER AVE	108.72
142923230020	1030 SHRYER AVE	101.22
142923230079	1065 RYAN AVE	398.68
142923240010	2036 CHATSWORTH ST	145.57
142923240017	1946 CHATSWORTH ST	177.58
142923310028	974 ROSELAWN AVE	75.00
142923320010	1849 CHATSWORTH ST	112.46
142923330033	1067 DIONNE ST	145.87
142923330060	1764 AGLEN ST	110.69
142923340002	1789 VICTORIA ST	138.64
142923410046	645 PINEVIEW CT	142.38
142923440020	1795 ALAMEDA ST	63.86
142923440027	1755 ALAMEDA ST	155.36
142923440059	1765 DALE ST	127.42
152923110010	1164 W CO RD B	126.87
152923110022	1192 BURKE AVE	179.78
152923110046	1193 SKILLMAN AVE	75.06
152923110069	1157 SKILLMAN AVE	150.74
152923120001	2147 FERNWOOD AVE	140.79
152923120002	1244 W CO RD B	115.66
152923120013	2151 DELLWOOD AVE	4.56
152923130026	1317 SHRYER AVE	97.50
152923130034	1306 SHRYER AVE	138.64
152923130070	1252 RYAN AVE	48.75
152923130128	1233 ROSELAWN AVE	39.05
152923130139	1236 DRAPER AVE	116.20
152923140001	2033 LEXINGTON AVE	116.80
152923140084	1129 ROSELAWN AVE	5.18
152923210004	1378 W CO RD B	125.44
152923210079	1447 BELMONT LN	154.59
152923210108	1454 BELMONT LN	75.06

PIN	Service Address	$ Amount to Collections
152923230051	1970 ARONA ST	112.46
152923240043	1446 SHRYER AVE	127.42
152923240071	1436 RYAN AVE	152.44
152923240086	1379 ROSELAWN AVE	151.31
152923240090	1935 HAMLINE AVE	111.36
152923410001	1110 ROSELAWN AVE	152.39
152923410030	1901 LEXINGTON AVE	101.37
152923410063	1847 LEXINGTON AVE	145.57
152923410075	1194 SUMMER ST	112.46
152923420052	1911 HURON AVE	129.42
152923420057	1890 HURON AVE	75.06
152923420078	1866 DELLWOOD AVE	118.29
152923420105	1253 GARDEN AVE	145.90
152923420125	1844 HAMLINE AVE	193.86
152923430027	1272 ROMA AVE	177.80
152923440040	1200 GARDEN AVE	8.03
162923110013	2064 FRY ST	49.10
162923110015	2082 FRY ST	143.04
162923120042	1719 SKILLMAN AVE	56.88
162923130013	1803 SHRYER AVE	88.64
162923130014	2030 FAIRVIEW AVE	114.65
162923130058	1742 RYAN AVE	75.04
162923130078	1745 ROSELAWN AVE	107.74
162923140013	1681 RIDGEWOOD LN NO	81.84
162923140021	1630 RIDGEWOOD LN NO	98.84
162923140042	1624 RIDGEWOOD LN SO	97.78
162923140046	1999 SNELLING AVE	90.24
162923220014	2109 WILDER ST	42.85
162923220032	2001 ELDRIDGE AVE	62.48
162923240090	1932 TATUM ST	81.84
162923240097	1973 TATUM ST	43.50
172923130023	2222 SO ROSEWOOD LN	156.14
172923130032	2211 DRAPER AVE	79.24
172923130035	2231 DRAPER AVE	127.94
172923140034	2175 SO ROSEWOOD LN	105.64
172923140044	2145 DRAPER AVE	85.24
172923140061	1934 HYTHE ST	94.14
172923210001	2322 W CO RD B	103.84
172923210008	2096 FAIRWAYS LN	123.44
182922220002	2158 RICE ST	215.92
182922230016	2020 RICE ST	595.20
		$ 29,439.16

ROSEVILLE

REQUEST FOR COUNCIL ACTION

Date: Nov. 28, 2011

Item No.: 12.b

Department Approval

City Manager Approval

Item Description: Discussion of Possible Legislative Actions

BACKGROUND

Senator John Marty, Representative Mindy Greiling and Representative Bev Scalze are planning to attend the December 5, 2011, City Council meeting.

Councilmembers, staff and the Parks Implementation Team had identified the legislative initiative supporting the League of Minnesota Cities recommendation to give cities the ability to diversify their sources of revenue, including allowing cities to impose a local option sales tax for public capital improvements with the adoption of a supporting resolution by the City Council. Cities should have the discretion about whether to seek approval of the voters at a general or special session.

Councilmembers have asked for legislative support for the public transit system, including considering the NE Diagonal, and including of Roseville on Metropolitan Council maps and plans. Councilmembers also asked for support to address environmental quality issues and helping local government protect water quality in their communities.

POLICY OBJECTIVE

Develop a strategy to work with Roseville's legislative delegation to address the city's needs and concerns.

FINANCIAL IMPACTS

None

REQUESTED COUNCIL ACTION

Discuss developing a plan for working with the Roseville legislative delegation and develop strategies to address Roseville's needs and concerns at the Legislature.

Prepared by: William J. Malinen

REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 13.a

Department Approval | City Manager Approval

Item Description: Consider Revised Joint Powers Agreement Regarding Grass Lake Water Management Organization and Funding Request

BACKGROUND

The Grass Lake Water Management Organization Board met with the City Council on November 21, 2011 to discuss their Task force findings regarding future governance issues. They recommended GLWMO remain as a joint powers organization funded equally by the City of Roseville and the City of Shoreview. They presented a funding request for 2012 through 2014 for the organization. To remain a joint powers WMO the agreement needs to be revised to limit the budgetary control of the cities. The revised draft agreement attempts to limit the city budgetary authority. (Attachment A)

The Grass Lake WMO was created in 1983 through a joint powers agreement between Roseville and Shoreview as a result of legislation requiring watershed management separate from city operations. It was created to manage water resources in the most cost effective and efficient manner with city technical staff supporting the Board and carrying out the business of the WMO.

Water regulation has changed significantly since the creation of Grass Lake WMO. The Board is currently working with an engineering consultant on its third generation Water Management Plan. This plan is required to be updated every 10 years to bring it in compliance with current water regulation and to update their goals and policies. The Minnesota Board of Soil and Water Resources (BSWR) has been monitoring watershed organization activity for several years as a result of a Legislative audit in 2007 and have been communicating with those organizations they feel have not taken an active enough role in protecting water resources. The Grass Lake Board is committed to a more proactive role in to ensure they are improving the resources and meeting water regulation requirements. They have completed studies of water quality in response to action levels triggered by declining water quality in Lake Owasso. The draft Plan has regulatory standards similar to the surrounding watershed districts. The new draft Plan will also contain a capital improvement plan to help achieve the WMO goals.

The WMO hired part time administrative staff in 2009 to help manage the increased expectations and activity of the Board as the two city staff's could not absorb the increased workloads. They are currently meeting at least on a monthly basis. The new draft Plan will require significantly more administrative and board activity than years past. This has raised the question of governance and whether the cities will respond positively to additional revenue requests. The Board discussed an alternative financing option with the Council in June that would create a surcharge on Stormwater fees for those properties in the GLWMO jurisdiction for GLWMO funding.

Grass Lake WMO is the smallest organized watershed in geographic size in the state. This is one reason it has been managed as a joint powers WMO rather than a watershed district with its own taxing authority. As a joint powers WMO, its board members are appointed at the local level by city councils rather than the county board level. This theoretically allows for a higher level of local input into the management of the resources. The Board has created a task force to study what governance structure is best suited to manage the WMO into the future. The options studied are: Remain with the current governance structure or merge with another WMO such as the Vadnais Lake WMO or Ramsey Metro Washington Watershed District. The need to discuss governance is driven by the need for additional financial resources to carry out its new draft plan and the state requiring the city's to revise the Joint Powers Agreement to remove the city's financial control over the organization. We have attached a copy of the proposed revised Joint Powers agreement. (Attachment A) We have asked the City Attorney to review the proposed revisions to the agreement and the comments are attached. (Attachment B)

City staff has raised concerns with the Board regarding significantly higher level of support through our city wide storm water fees due to competing capital and operational needs of the city. There is also an equity issue within both cities regarding how watersheds are funded. Both Rice Creek Watershed District and Capital Region Watershed District have taxing authority and collect approximately $20-25 per $100,000 property valuation to fund their operations and capital programs. They collect the taxes only from the properties within their boundaries. These same properties also pay a portion of their citywide storm water fees to fund the Grass Lake WMO. If significantly higher amounts of revenue are required to fund the Grass Lake WMO the Council may want to consider the alternative funding option to address the equity issue between properties in the city's two watershed districts and Grass Lake WMO properties.

The cities can revise their storm water rates to collect the annual Grass Lake WMO budget request only in the Grass Lake WMO boundary. This would eliminate the non Grass Lake WMO properties from subsidizing this WMO in addition to paying watershed district taxes. The cities have contributed $20,000-$25,000 per year over recent years for Grass Lake WMO operations. The 2011 contribution is approximately $37,000. The new draft Plan is contemplating an annual budget of $370,000-$416,000 for the next three years to carry out its activity.

Staff is supportive of the WMO operating more independently of the cities. In meeting today's water regulations it is a difficult position to be both the regulator and the responsible party for meeting those regulations.

The City Council had some questions for the Board at the last presentation. A question was asked whether a smaller organization could be as cost effective as a merger option with a larger organization. Members of the Board are scheduled to update the Council on the task force findings and subsequent Board recommendation regarding governance and the 2012 funding request from the cities.

POLICY OBJECTIVE

The City Comprehensive Plan and Comprehensive Surface Water Management Plans support environmental stewardship and compliance watershed organizations and with current water quality regulatory goals. The city is obligated to comply with state and federal water regulations.

BUDGET IMPLICATIONS

The City of Roseville currently funds 50% of the Grass Lake WMO budget through its Storm Utility Fund which is fee supported across the entire city. If the GLWMO continues to operate under a revised JPA and implements the draft Watershed Management Plan the costs to Roseville residents will increase significantly. The current preliminary budget request will require an increase from $37,000 to $150,000 from each of the two cities for 2012. Staff has commented on their draft plan in that the costs for implementation are significantly understated and there for in our opinion the eventual costs will be even higher. This should be considered when comparing the merger options. Staff also believes the Council should consider the implications of the revised JPA language as it relates to the city not having budgetary control over the organization as the City Council may still be perceived as the accountable for the costs of the organization if the funds are collected via city storm water utility bills.

STAFF RECOMMENDATION

Staff recommends that the City Council carefully consider the implications of the revised JPA language and the funding options for the Grass Lake WMO that would collect the revenue from within the boundaries of the watershed. Staff does not support the revised Joint Powers Agreement language. The setting of storm utility rates within the Grass Lake WMO area to reflect the additional annual support for the WMO budget over and above the citywide storm utility fee would be feasible to implement but perception may be that the City Council is responsible for rate increases. If the Council is supportive of the revised JPA language, staff recommends establishing a GLWMO line item storm water utility fee.

REQUESTED COUNCIL ACTION

Discuss the revised Joint Powers Agreement with the City of Shoreview regarding the Grass Lake Water Management Organization and their 2012 budget request.

Prepared by: Duane Schwartz, Public Works Director
Attachments: A. Report of Governance and Financing Task Force
B. Draft 2012 GLWMO Budget
C. Proposed Revised Joint Powers Agreement
D. City Attorney Opinion

A Report of the Governance and Financing Task Force for the Grass Lake Watershed Management Organization

15 November, 2011
Grass Lake Watershed Management Organization
Ramsey County, Minnesota

Recommendation: The Board of the Grass Lake Watershed Management Organization recommends remaining an independent organization and asking the cities of Roseville and Shoreview to institute a GLWMO specific stormwater utility fee to finance the improved organization rather than merging with either the Ramsey Washington Metro Watershed District or the Vadnais Lake Area Watershed Management Organization. The board finds that this option retains the greatest amount of local control over the waters of the Grass Lake Watershed. This option will also ensure that all resources gathered for watershed management in the Grass Lake Watershed will be used to address concerns that are directly relevant to the Grass Lake Watershed, and not put towards programs that are of little benefit to Grass Lake.

Task Force

Karen Eckman – Chair GLWMO Board
Steve Barrett – GLWMO Board Member
Jon Miller – GLWMO Board Member
Mary Kay Von De Linde – GLWMO Board Member
Chuck Westerberg – GLWMO Board Member
Jim DeBenedet – Citizen Advisor
Joanna LaBresch – Citizen Advisor
John Moriarty – Citizen Advisor
Steve Solomonson – Citizen Advisor

A Report of the Governance and Financing Task Force for the Grass Lake Watershed Management Organization

Purpose

The Governance and Financing Task Force (Task Force) for the Grass Lake Watershed Management Organization (GLWMO) was convened on October 6, 2011 with the purpose of researching and recommending a future governance strategy for GLWMO, specifically whether GLWMO should merge with either Ramsey Washington Metro Watershed District (RWMWD) or Vadnais Lake Area Watershed Management Organization (VLAWMO) or if GLWMO should remain an independent organization with an improved financing strategy.

Process

After the first meeting, analysis criteria were developed to focus the fact finding of teams studying RWMWD, VLAWMO and GLWMO. These criteria, with preliminary weighting and suggestions for measurement are shown in table 1. This set of criteria became the basis for further discussions about criteria and weighting at later meetings.

Criteria	Weight	Suggested Measures
Program Effectiveness	14.13%	Score of High, Medium, Low
Monitoring Capability	13.52%	Number and Frequency of Waterbodies Monitored
Education	13.20%	Frequency of Educational Programs
Success for Grants	9.35%	Ratio of Grants received to Grants Applied for, weighted by number of grants applied for
Outstanding accomplishments	6.98%	Number of Awards
Citizen Input	6.65%	Score of High, Medium, Low or No Input based on citizen interviews or survey
Local Control	5.92%	Score of High, Medium, Low or No Control based on interviews or survey of City Staff/Councils
Citizen Awareness	5.92%	Score of High, Medium, Low or No Awareness based on citizen interviews or survey
City cost	5.56%	Annual cost to cities through direct funding or program cost share with Watershed
Resident's cost	5.56%	Cost to residents through fees or taxes
Staff Number	3.89%	Number of FTEs
Staff retention	3.34%	Average Tenure of FTEs
Admin Cost (percent of budget)	3.10%	Percent of Annual Budget devoted to administration
Board Turnover	1.54%	Average Tenure of Board Members
Board Qualifications	1.34%	Score as High, Medium, Low or No Qualification required of Board Members

Table 1. Initial criteria and weightings used for fact finding

These criteria were assessed by each team through studies of the publications of the organizations including plans, budgets, websites and educational materials and through interviews with the organizations' administrators. After the relevant facts were gathered, board members met with the citizen advisors on the task force to refine the weighting of the criteria. First, some of the criteria determined to be irrelevant were eliminated. The criteria were weighted using a rank order process that resulted in a final set of criteria weighted as shown in table 2.

Criteria	Weight
Program effectiveness	16.67
Monitoring Capability	14.77
Local Control	12.88
Education	12.50
Citizen Input	9.47
City cost (per city, No Cost =1)	8.33
Additional Resident's cost (per parcel)	6.44
Staff #	6.44
Grants Awarded	6.44
Staff Continuity	4.17
Board Continuity	1.89

Table 2. Final Criteria and weighting

Based on the facts gathered by each of the task force teams, the board members evaluated, with input from the citizen task-force members, each of the criteria for each alternative – RWMWD, VLAWMO and improved GLWMO – giving the alternatives scores of high (1), medium (.67) or low (.33) by consensus. Scores of .75 indicated a split in board opinions between high and medium. The weights were applied to the scores and they were summed for each alternative. The resulting scores (Table 3) became the basis for discussion when a motion was made to remain an independent watershed management organization. **It should be noted that the board intended the scoring of the alternatives to be a basis for discussion only, and it was never intended that the highest scoring alternative would necessarily be the recommended alternative.**

Relevant Characteristics of each Watershed Organization

<u>Ramsey Washington Metro Watershed District</u>

The Ramsey Washington Metro Watershed is a 56 square mile watershed that includes eleven lakes – among them the Phalen chain of lakes – and five creeks. Waters of RWMWD discharge into the Mississippi River. RWMWD has a staff of 15 full time employees with an average tenure of 10 years and a 5 member board appointed by the Ramsey and Washington county commissioners with an average tenure of 22 years. The district is funded with an ad valorem tax authority and its budget is about $7 million yearly. This tax assessment would amount to a roughly $50 average increase in the property taxes of GLWMO residents if a merger were pursued. Part of the district's budget comes from grants: the district has received $3 million in grants over the past five years. The district is highly involved in monitoring its waters including using 10 automatic monitors for storm flow measurement and making water quality measurements of nine of the eleven lakes twice monthly through the open water months. Two staff members are charged with maintaining and analyzing the monitoring data. RWMWD engages in outreach and education through its website, an e-newsletter, Waterfest – an annual family event, and outreach in the schools and local communities. The district constantly monitors its programs for effectiveness in its annual Signs of Success document. The district is involved in a Best Management Practices (BMP) cost share program – similar but on a larger scale than the BMP cost share in GLWMO. They also undertake much bigger capital projects, for example the stormwater volume reduction project at Maplewood Mall, and maintain the Beltway Interceptor stormwater system.

<u>Vadnais Lake Area Watershed Management Organization</u>

The Vadnais Lake Area Watershed is a 25 square mile watershed that includes eleven major lakes. Among them is Vadnais Lake, which is a drinking water reservoir for St. Paul Regional Water Services. VLAWMO has a staff of three full time employees with an average tenure of six years, and they are in the process of hiring a full time education coordinator. The board consists of six members, each a member of one of the six city councils that are signatories to the VLAWMO Joint Powers Agreement. The average board tenure is greater than four years. The organization is funded with a utility fee and its budget is about $430,000 yearly. This utility fee would amount to a roughly $25 average increase in fees paid by GLWMO residents if a merger were pursued. Part of the organization's budget comes from grants: the organization has received several grants in recent years ranging from $6,000 to $50,000. The organization is highly involved in monitoring its waters and makes water quality measurements of the eleven lakes and six locations on Lambert Creek twice monthly through the open water months. VLAWMO engages in outreach and education through its website, three major workshops a year, joint classes with GLWMO and participation in Blue Thumb. The organization pursues projects in line with its watershed management plan. These projects are of a smaller scale than some of those pursued in RWMWD, with their budgets indicating that none exceed $150,000 per year. These projects focus on shoreline and creek restoration – similar in nature to the projects traditionally undertaken by GLWMO.

<u>Grass Lake Watershed Management Organization</u>

The Grass Lake Watershed is a nine square mile watershed that includes seven major lakes and many smaller wetlands and ponds. Among them are Owasso and Snail Lakes, which significant regional recreational lakes. GLWMO currently has a staff of one part time administrator, though the organization intends on retaining or hiring two full time employees following state approval of the Third Generation Watershed Management Plan. The board consists of five members appointed by the city councils of Roseville and Shoreview. The average board tenure is two years. The organization is funded with stormwater utility fees from Roseville and Shoreview, and its budget is about $150,000 yearly. To fund projects necessary to meet state mandates, GLWMO is asking to implement a utility fee specific to residents of the Grass Lake Watershed. This utility fee would amount to a roughly $25 average increase in fees paid by GLWMO residents. The organization has received one $32,000 Legacy Fund grant to construct a stormwater bio-infiltration project as part of a road maintenance project on Roseville's Aladdin Street. The organization's involvement in water quality monitoring is inconsistent, and monitoring has been done by the cities or county in the past. As an improved organization, GLWMO will take a greater role in monitoring its waters, monitoring five lakes once per month during open water and reporting on eight lakes (the three largest lakes still being monitored by the county). GLWMO conducts two workshops per year and three joint classes with VLAWMO. As education will be a priority for an improved GLWMO, the organization intends to hold eight education programs yearly in the future, improve its website, and pursue outreach through the member cities. The organization pursues projects in line with its watershed management plan. These projects are the smaller scale than some of those pursued in RWMWD, and focus on shoreline restoration and stormwater infiltration through cost sharing with private land owners for construction Best Management Practices and coordination with public works projects in the member cities. An improved GLWMO will expand the implementation of these projects and pursue some larger shoreline restoration and stormwater infiltration projects.

Result of the Criteria Scoring

When the board members scored the criteria for each alternative, based on the characteristics of each organization described above, the alternatives scored very close ranging from 82.1 on a scale of 100 to 89.9. VLAWMO was the highest scoring alternative due to its combination of high program effectiveness and relatively high local control (compared to RWMWD). RWMWD, while scoring well in program effectiveness, monitoring capability and education, scored low in both local control and cost to residents. GLWMO scored slightly lower than RWMWD predominantly on slightly lower scores in program effectiveness and monitoring capability that were the result of a concern by a board member about future effectiveness of GLWMO (described below under Points of Debate among the Board). This scoring highlighted the relative strengths and weaknesses of each alternative, and became the basis for discussion among the board members about which option to recommend.

Criteria	Weight	GLWMO IMPROVED	VLAWMO	RWMWD
Program effectiveness	16.67	0.75	1.00	1.00
Monitoring Capability	14.77	0.75	1.00	1.00
Local Control	12.88	1.00	0.67	0.33
Education	12.50	1.00	1.00	1.00
Citizen Input	9.47	0.67	0.67	0.67
City cost	8.33	1.00	1.00	1.00
Additional Resident's cost (per parcel)	6.44	1.00	1.00	0.33
Staff #	6.44	0.67	0.67	1.00
Grants Awarded	6.44	0.67	1.00	1.00
Staff Continuity	4.17	0.67	1.00	1.00
Board Continuity	1.89	0.33	0.67	0.67

Criteria	Weight	GLWMO IMPROVED	VLAWMO	RWMWD
Program effectiveness	16.67	12.5	16.66667	16.66667
Monitoring Capability	14.77	11.07955	14.77273	14.77273
Local Control	12.88	12.87879	8.628788	4.25
Education	12.50	12.5	12.5	12.5
Citizen Input	9.47	6.344697	6.344697	6.344697
City cost (per city, No Cost =1)	8.33	8.333333	8.333333	8.333333
Additional Resident's cost (per parcel)	6.44	6.439394	6.439394	2.125
Staff #	6.44	4.314394	4.314394	6.439394

Grants Awarded	6.44	4.314394	6.439394	6.439394
Staff Continuity	4.17	2.791667	4.166667	4.166667
Board Continuity	1.89	0.625	1.268939	1.268939
Sum		82.12121	89.875	83.30682

Table 3. Scored criteria and sums for each possible alternative

Citizen Concerns

<u>Cost</u>

One citizen voiced the concern that fees or taxes collected by VLAWMO or RWMWD would fund projects that would not benefit residents within the boundaries of GLWMO. The Beltway Interceptor stormwater infrastructure of RWMWD in St. Paul was given as an example of an expensive program whose benefits would not be readily seen by GLWMO residents.

<u>Future Flexibility</u>

One citizen voiced the concern that if GLWMO underwent a merger, this action could not be reversed in the future if it were found to be ineffective. However, were GLWMO to remain an independent organization it could reconsider the option of merging in the future.

Points of Debate among the Board

<u>Local Control</u>

The difference in the level of local control among the three organizations was clear: RWMWD, being county appointed, had the least local control; GLWMO, being appointed by Roseville and Shoreview City Councils, had the most local control; and VLAWMO, having six other members in a Joint Powers Agreement, had moderate local control. The focus of the debate on local control was on its weight as a criterion for recommending an alternative. The majority view was that local control should be heavily weighted because an organization with greater local control will use its resources more on addressing the needs of water bodies within the current boundaries of GLWMO. The minority view was that local control should be less heavily weighted because greater local control leads decision-making to be driven more by cost concerns than by benefit concerns.

<u>Program Effectiveness</u>

All board members agreed that program effectiveness was the most important criterion in making a recommendation. There was also agreement that both RWMWD and VLAWMO have high levels of program effectiveness. The focus of the debate on program effectiveness was on the ability of an improved GLWMO to achieve high levels of program effectiveness. The majority view was that with an improved financing strategy and a reasonable scope of activity focused on four program areas that address water quality – Education and Outreach, Monitoring, Technical Support, and Cost-Share Incentive – GLWMO can be highly effective as an organization in the future. The minority view was that since GLWMO has not had higher levels of program effectiveness in the past and since economies of scale led GLWMO to contract for services with VLAWMO and RWMWD in the past and GLWMO is still discussing contracting with these organizations for services, GLWMO on its own cannot be as highly effective as RWMWD or VLAWMO and economies of scale favor a merger.

Conclusions

The Board of the Grass Lake Watershed Management Organization recommends remaining an independent organization and asking the cities of Roseville and Shoreview to institute a GLWMO specific stormwater utility fee to finance the improved organization[1]. The board finds that this option retains the greatest amount of local control over the waters of the Grass Lake Watershed. This option will also ensure that all resources gathered for watershed management in the Grass Lake Watershed will be used to address concerns that are directly relevant to the Grass Lake Watershed, and not put towards programs that are of little benefit to Grass Lake. Further, the board believes that an improved GLWMO can achieve high program effectiveness. This will be done first and foremost by focusing the organization on addressing surface water quality through four programs: Education and Outreach, Monitoring, Technical Support, and Conservation BMP Cost-Share Incentives. This limited scope is a result of recognizing that GLWMO will remain a small watershed with a small resource base. The board will convene a Citizen's Advisory Committee (CAC) and a Technical Advisory Committee (TAC) to help GLWMO stay abreast of emerging concerns in the watershed. The board plans to retain consultant expertise in the equivalent of two full time employees to assist with technical consulting and project management. These concrete steps will help GLWMO become a highly effective organization while maintaining local control.

Acknowledgements

A special thanks to Jim DeBenedet, Joanna LaBresch, John Moriarty and Steve Solomonson – the citizen advisors on the task force for their indispensible help on gathering facts and focusing the decision making process of the board.

[1] The board chose to recommend the option that scored the lowest in analysis of the criteria. This should not be considered odd, when it is understood that this option scored lowest because of the concern of one board member about the future effectiveness of the organization. Had there been consensus about the future effectiveness of GLWMO and the criteria of program effectiveness and monitoring capability been scored 'high' GLWMO would have emerged as the highest scoring alternative. Since this concern about effectiveness was a minority view, it was outvoted in the final decision for recommendation.

Revised Draft 2012 Budget to be Approved by GLWMO Board on 11/17/11

v. 11.15.11tpp

	All figures are in dollars	2010 Actual	2011 Budget	2011 Projected (as of 11/1/11)	2012 Proposed Budget	2013 Proposed Budget	2014 Proposed Budget
	Operation Expenses						
1	Liability Insurance		1,200	1,200	1,200	1,200	1,200
2	Bd. Member. Education Exp.	228	1,000		500	500	500
3	Audit & Account Services	1,500	2,000	2,000	2,750	2,750	2,750
4	Web-site Server Fees	420	420	450	450	450	450
5	Web-site technician services				3,000	3,000	3,000
6	Meeting-Minute Services	1,982	1,600	3,100	3,000	3,000	3,000
7	General clerical serv.				3,000	3,000	3,000
8	Photo Copy/Printing/misc.			900	500	500	500
9	General Admin./Project Admin./Finance Mgt./ Tech. support	30,567	32,580	29,000	33,000	33,000	33,000
10	CAC and TAC Coordination				3,000	3,000	3,000
11	Strategic Planning		5,000				
	Sub-Total	**34,697**	**43,800**	**36,650**	**50,400**	**50,400**	**50,400**
	Project Expenses						
1	WRAPP- Admin./Coor. Serv.				2,500	2,500	
2	3rd Generation Plan Admin./coor.		65,801	70,100	1,000		5,000
3	BWSR Grant/Aladdin St. Project		32,000	32,000	0		
5	Water quality monitoring/WRAPP				35,000		
6	Over-all Monitoring programs			8,000		30,000	30,000
7	In coop. with VLWMO, water qual. & landscape BMP workshops				5,000	5,000	5,000
8	Up grade web-site water quality data				5,000		
9	Geodatabase/GIS Serv.				5,000	5,000	5,000
			10,000	0			
10	Lk. Owasso Sub-watershed Analysis				17,000		
11	Shoreline Stability Studies				15,000	15,000	15,000
12	Annual Phosphorous budget for Lake Owasso						7,500
13	Misc. Eng. Serv. On retainer				50,500	50,500	43,000
14	Facilitate Rule Making				8,500	5,000	4,000
15	Major Plan amendment (2014)						80,000
16	Capital Improvement Projects (CIP)				0	65,000	65,000
17	Match for Potential BWSR Grants		30,000	0	0	20,000	20,000
18	Other Educ. & Outreach Act.		3,000	250	12,000	20,000	20,000
19	Cost Share Grant Funding	2,403	12,597	12,597	25,000	30,000	30,000
20	Cost ShareBMP Technical Assistance	6,500	6,500	8,000	10,000	10,000	10,000
21	Cost Share Program Admin. Serv.				1,500	1,500	1,500
	Sub-Total	**8,903**	**159,898**	**130,947**	**193,000**	**259,500**	**341,000**
	Grand Total	**43,600**	**203,698**	**167,597**	**243,400**	**309,900**	**391,400**
	Revenue/Balance Fwd.						
1	Balance from previous Yr.	121,576	160,245	160,245	69,573	126,173	116,273
2	Cities' Support	50,000	73,725	73,725	300,000	300,000	300,000
3	BWSR Grant/ Aladdin St. Project	28,800	3,200	3,200			
	Total	**200,376**	**237,170**	**237,170**	**369,573**	**426,173**	**416,273**

AMENDED

JOINT POWERS AGREEMENT

CITY OF SHOREVIEW, MINNESOTA

CITY OF ROSEVILLE, MINNESOTA

ESTABLISHING AND EMPOWERING

THE GRASS LAKE WATER MANAGEMENT ORGANIZATION

THIS AGREEMENT is made and entered into the ___ day of __________, 2011~~05~~ by and between THE CITY OF ROSEVILLE, a municipal corporation and political subdivision of the State of Minnesota and THE CITY OF SHOREVIEW, a municipal corporation and political subdivision of the State of Minnesota.

WHEREAS, each City has the authority to manage surface waters within its boundaries pursuant to M.S.A. 412.221, Subd. 6; 444.075 and 462.357, Subd. 1; and

WHEREAS, each City may jointly exercise common authority by adopting a joint powers agreement pursuant to M.S.A. 471.59; and

WHEREAS, by means of a joint powers agreement, the Cities may establish a water management organization pursuant to M.S. 103B.211 and 103B.227-103B.252, inclusive; and

WHEREAS, a portion of each City lies within the geographical area hereinafter referred to as the “Grass Lake Watershed”, which watershed is illustrated and described on **Exhibit A** attached hereto; and

WHEREAS, each City is desirous of jointly conducting a water management organization that would adopt, finance and implement a watershed management plan for the Grass Lake Watershed which plan would preserve and use natural water storage and retention systems.

NOW, THEREFORE, in consideration of the mutual undertakings herein expressed, the City of Roseville and the City of Shoreview agree as follows:

SECTION I
ESTABLISHMENT/PURPOSE OF WATER MANAGEMENT ORGANIZATION

The Grass Lake Watershed Management Organization is a public agency that manages the watershed in Ramsey county shown on the map set forth in Exhibit "A". ~~of the Cities of Roseville and Shoreview.~~ The purposes of the Grass Lake Watershed Management Organization are as follows:

1. to protect, preserve and use natural surface and ground water storage and retention systems;

2. minimize public capital expenditures needed to correct flooding and water quality problems;

3. identify ~~and~~ , plan and implement a plan ~~for means~~ to effectively protect and improve surface and ground water quality;

4. to establish a more uniform local policies and official controls for surface and ground water management;

5. to prevent erosion of soil and surface water systems;

6. to promote ground water recharge and protect groundwater quality;

7. to protect and enhance fish and wildlife habitat, and water recreational facilities; and

8. to secure the other benefits associated with the proper management of surface and ground water.

SECTION II
DEFINITIONS

For purposes of this Agreement, the terms used herein shall have the meanings as defined in this Section.

Subdivision 1. The "Organization" means the Grass Lake Watershed Management Organization.

Subdivision 2. "Board" or "Board of Commissioners" means the governing body of the Organization.

Subdivision 3. “Council” means the governing body of the City of Roseville and/or the governing body of the City of Shoreview.

Subdivision 4. “Grass Lake Watershed” means the geographical area described and/or illustrated on Exhibit “A” attached and made a part of this Agreement.

Subdivision 5. “Commissioner” means a member of the Board of Commissioners.

Subdivision 6. “Comprehensive Plan” means a plan adopted by either the City of Roseville or the City of Shoreview pursuant to M.S.A. 473.858 to 473.862, inclusive, and any amendments to such plan.

Subdivision 7. “Capital Improvement Program” means an itemized program for at least a five-year period, and any amendments thereof, subject to at least biennial review, setting forth the schedule, timing and details of the specific contemplated capital improvements on an annual basis, together with their estimated costs, the need for each improvement, the financial sources for the payment of such improvements and the financial effect that the program will have on the City of Roseville, the City of Shoreview or the Organization.

Subdivision 8. “Local Water Management Plan” means a plan adopted by the City of Roseville or the City of Shoreview pursuant to M.S. 103B.235.

Subdivision 9. “Watershed Management Plan” means a plan adopted by the organization pursuant to M.S. 103B.231.

SECTION III
BOARD OF COMMISSIONERS

Subdivision 1. Appointment. The Organization shall be governed by a five member Board of Commissioners. Each City shall make appointments in such a manner so that the Cities will alternate each having three members of the Board every other year by making two or three year appointments. Notice shall be given of vacancies on the Board in the official newspaper of the City making the appointment. Persons employed as staff by the Cities will not be eligible for appointment to the Board. Appointments will be made within 90 days of a vacancy on the Board. The Cities will give written notice to the Minnesota Board of Water and Soil Resources of appointments within 30 days of making such appointments.

Subdivision 2. Eligibility. Each City Council shall determine its own eligibility or qualification standards for its appointments to the Board of Commissioners, provided that city staff may not be a member of the Board.

Subdivision 3. Term of Office. Each Commissioner shall serve at the will and consent of the City Council who appointed the Commissioner or until the Commissioner's designated term of office expires, whichever event occurs first.

Subdivision 4. Vacancy. Any vacancy shall be filled for the unexpired term of any Commissioner by the City Council who appointed said Commissioner. Vacancies will be filled by the same procedure as for making regular appointments as provided in Sec. III sub. 1.

Subdivision 5. Record of Appointment. Each City shall, within thirty (30) days following the appointment of a Commissioner, file a written notice of such appointment with the Secretary of the Board.

Subdivision 6. Compensation. Each City may compensate the Commissioners it appoints, but the Commissioner shall not be compensated by the Organization ~~or have expenses reimbursed by the Organization.~~, except that the Organization shall compensate Commissioners for any out of pocket expenses as pre-approved by the Board.

Subdivision 7. Officers of the Board. At the first meeting of the Board in each year, the Board shall elect from its Commissioners a chairperson, a vice chairperson and a secretary and such other officers as it deems necessary to conduct its meetings and affairs. ~~In the absence of the chairperson, the vice chairperson shall preside and perform the duties of the chairperson.~~It shall be the duty of the chair to:

a. Serve as chairperson for all meetings;

b. Sign, in the name of the Organization, any contracts, correspondence, or other instruments pertaining to the business of the Organization as so authorized by a majority vote of the Board;

c. Be a signatory to the Organization accounts; oversee development of meeting agendas; have full voting privileges at all times, may vote on any issue, and need not confine his/her voting to break ties in voting by the Commissioners;

d. The Chair shall assume no other duties or responsibilities except as granted by majority vote of the Board.

It shall be the duties of the Vice Chair to:

e. Discharge the Chair's duties in the event of the absence or disability of the Chair;

f. Be a signatory to certain instruments and accounts of the Organization;

g. In the absence of Chair and Vice Chair, a Chair Pro Tempore shall be elected by the Commissioners in attendance to serve as Chair for the duration of that meeting.

It shall be the duties of the Secretary to:

h. Oversee the preparation and distribution, in a timely manner, of the minutes of all meetings of the Organization;

i. Distribute draft minutes to the Commissioners in advance of meetings;

j. Oversee the official records of the Organization.

In the case of vacancy of any officers of the Board, a replacement shall be elected by a majority of the Commissioners to serve for the remainder of the vacated term.

Subdivision 8. Rules and Regulations of the Board. ~~The Board shall adopt rules and regulations governing its meetings. Such rules and regulations may be amended from time to time in either a regular or special meeting of the Board provided that notice of such proposed amendment has been given to each Commissioner at least ten (10) day prior to the meeting at which the proposed amendment will be considered.~~All meetings of the Joint Powers Board are subject to Minn. Stat. Chapter 13D (Minnesota Open Meeting Law), and shall be governed by *Robert's Rules of Order, Newly Revised 10th Edition* or later. The Board may adopt other rules and regulations as it deems necessary to carry out its duties and the purpose of this Agreement. Such rules and regulations may be amended from time to time in either a regular or special meeting of the Board provided that notice of such proposed amendment has been given to each Director at least ten (10) day prior to the meeting at which the proposed amendment will be considered. The initial rules and regulations shall be submitted to the Members for their review. Members shall submit their comments to the Board within 45 days. These rules and regulations, after adoption, shall be recorded in the Organization's bylaws.

Subdivision 9. Quorum. A majority of the entire Board shall constitute quorum, but less than a quorum ~~may~~ shall adjourn a scheduled meeting.

Subdivision 10. Voting Requirements. All financial and policy actions of the Board shall require three (3) affirmative votes. All other actions shall require a simple majority of Commissioners present.

Subdivision 11. Meetings. Whenever possible, ~~Regular~~ regular meetings of the Board shall be held a least ~~quarterly~~ monthly on days selected by the Board. A schedule of regular meeting dates shall be adopted annually by the Board. The notice of regular meeting dates, times and places will be posted on the website of the Organization (and in the official newspapers[J1] of the member cities). Special meetings may be held at the request of the Board Chairman or at the request of two (2) Commissioners provided that such special meeting shall be preceded by not less than three (3) days written notice of the time, place and purpose of the special meeting. The notice of the special meeting shall be delivered ~~or~~, mailed or e-mailed to the residence or e-mail address of each commissioner and to each person who has filed a written request for notice of special meetings with the Board. All meetings of the Board shall be subject to the provisions of the Minnesota Open Meeting Law.

Subdivision 12. Location of Board Office. The Board shall maintain a business office at 2660 Civic Center Drive within the City of Roseville. All notices to the Board shall be delivered or served to such office. Each City shall be compensated for administrative services rendered to the Organization.

SECTION IV
WATERSHED MANAGEMENT TAX DISTRICT

Each City may establish a watershed management tax district for the portion of its corporate boundaries which lie within the Grass Lake Watershed pursuant to the provisions of M.S. 103B.245. Neither the provisions of this Agreement nor the establishment of a watershed management tax district shall prevent the Councils of the City of Roseville or the City of Shoreview from electing to finance the planning for water management; financing of capital improvements; or for providing the normal and routine maintenance of capital improvements within the Grass Lake Watershed by other resources.

SECTION V
POWER AN DUTIES OF THE BOARD OF COMMISSIONERS

Subdivision 1. Organization. The Organization, acting by its duly appointed Board of Commissioners, shall have the powers and duties set forth in this section.

Subdivision 2. Watershed Management Plan. The Board shall prepare, finance and implement a watershed management plan for the Grass Lake Watershed. The plan shall:

a. describe the existing physical environment and land usages within the Grass Lake Watershed and shall further describe the environment and land usages proposed for the Grass Lake Watershed by the existing Comprehensive Plans for the Cities of Roseville and Shoreview and by the Comprehensive Plan adopted by the Metropolitan Council;

b. present information on the hydrologic system in the Grass Lake Watershed, the system's components and existing and potential problems relating thereto;

c. ~~state~~ establich objectives~~ and~~, ~~policy~~ policies, regulations and rules (including those relating to management principles, alternatives and modifications) concerning water quality and to protect the natural characteristics of the Grass Lake Watershed;

d. set forth a management plan that includes a statement of the hydrologic and water quality conditions to be sought and that shall further itemize significant opportunities for improvement such conditions;

e. describe conflicts between the surface water management plan of the Grass Lake Watershed and existing management plans of the Cities of Shoreview and Roseville;

f. set forth and implement an implementation program consistent with the management plan that includes a capital improvement program and standards and schedules for amending the Comprehensive Plans and official controls of the Cities of Roseville and Shoreview in order to bring about conformance with the ~~water surface~~watershed management plan for the Grass Lake Watershed;

g. ~~get out~~establish a procedure for amending the water surface management plan.

~~Subdivision 3. Annual Operating Budget. On or before June 1 of each year the Board shall prepare a proposed operating budget and recommend its approval to the Cities. Each City will review the operating budget for the following fiscal year and shall~~

~~either approve the proposed operating budget or a budget as amended by the Cities within sixty (60) days of receipt of the Board recommendation. Upon City approval of the Organization's operating budget, each City shall pay to the Organization an amount equal to one-half (1/2) of the approved operating budget in the following manner:~~

~~a. One-half (1/2) of each City's obligation shall be paid to the Organization on or before July 1 of the fiscal year approved; and~~

~~b. One-half (1/2) of each City's obligation shall be paid to the Organization on or before December 1 of the fiscal year approved.~~

Subdivision 3A . Annual Operating and capital improvements Budget. On or before June 1 of each year the Board shall prepare and adopt a proposed preliminary operating and capital improvements budget and recommend its approval and submit this preliminary budget to the Cities for financing. Each City shall review the preliminary operating budget for the following fiscal year and shall provide written comment to the Board of Commissioners by July 1 citing any and all concerns it may have with the budget. On or before August 1 of each year, the Board of Commissioners shall adopt and publish its operating and capital improvements budget for the following fiscal year .Each City shall pay to the Organization an amount equal to one-half (1/2) of the approved operating budget in the following manner:

a. One-half (1/2) of each City's obligation shall be paid to the Organization on or before July 1 of the fiscal year approved; and

b. One-half (1/2) of each City's obligation shall be paid to the Organization on or before December 1 of the fiscal year approved.

Subdivision 3B.Operations Cash flow finance.The cities shall provide cash flow finance if necessary as determined by the Board of commissioners and the cities.

Subdivision 3C. Appeals of Budget by Cities. In the event a member objects to the allocation of the Member’s share of the operating and/or Capital Improvement Budgets, for the next fiscal year, it may appeal the determination of the Board to final and binding arbitration by filing a written appeal with an officer of the Board, within 30 days of receipt of the Board's preliminary budget. The arbitration procedure set forth as follows shall be followed:

a. Appeals of Determinations by the Board of Commissioners. Members shall comply with Commissioners' determinations as to the force and effect of the Watershed Management Plan, the Local water Management Plan, or improvements initiated pursuant to these Plans. Any member unit which disputes a determination of the Commissioners' as to the force and effect of the Plan, Local Plan, or the cost allocations for the implementation of the Plan, may appeal the decision of the commissioners' within 30 days of receipt of written notice of such determination. Should the appeal not be completed to the satisfaction of all parties, a party may submit the dispute to arbitration. Arbitration shall be conducted in the following manner: Arbitration shall be conducted in accordance with the Uniform Arbitration Act (MN Statute Chapter 572).

Subdivision 4. Capital Improvement Project. On or before June 1 of each year the Board shall prepare a capital improvements program and recommend its approval by the Cities. Each City agrees to review and approve or disapprove the capital improvement program within sixty (60) days of receipt of the Board's recommendations. Each City agrees to contribute its proportionate share of the cost of constructing capital improvements approved by the Cities for projects within the Grass Lake Watershed.

Subdivision 5. Committees. The Board ~~may~~ shall appoint such committees and subcommittees, establishing terms and conditions for such committees, as it deems necessary and as are mandated. The Board shall invite members with special expertise in Hydrology, Geology, Limnology, Freshwater Biology and other fields of study pertaining to the management of a watershed, as well as concerned members of the general public to serve on a Technical and Citizens Advisory Committee. Members of this committee shall be approved by a majority of the Commissioners

Subdivision 6. Reserved.

Subdivision 7. Review and Recommendations. Where the Board is authorized or requested to review and make recommendations on any matter, the Board shall act on such matter within ninety (90) days or within the statutory time requirement, whichever is shorter. Failure to act within such time periods shall constitute a waiver of the Board's authority to make recommendations.

Subdivision 8. Local Water Management Plan. After consideration but before adoption by its governing body, each City shall submit its watershed management plan or any amendment thereof to the Board for review of its consistency with the water surface management program of the Grass Lake Watershed. The Board shall approve or disapprove each City's management plan or parts thereof. The Board shall have ninety (90) days to complete its review. If the Board fails to complete its review within the prescribed time period, unless an extension is agreed to by the City, the City's plan shall be deemed approved. All provisions as specified in MN Statute 103B.235 subds, 1,2,3, and 3a and MN rules chapter 8410.0030, subpart 1,g shall govern the process of Local Water Management Plan content and review by GLWMO.

Subdivision 9. Data. The Board may establish and maintain devices for acquiring and recording ~~hydrological~~ relevant data for the management of water resources within the Grass Lake Watershed.

Subdivision 10. Claims. The Board may enter upon lands within or without the Grass Lake Watershed to make surveys and investigations to accomplish the purposes of the Board. The Board shall be liable for actual damages resulting therefrom, but every person who claims damages shall serve the Chairman or Secretary of the Board with a notice of claim as required by M.S.A. 466.05.

Subdivision 11. Legal and Technical Assistance. The Board may provide legal and technical assistance in connection with litigation or other proceedings between one or more of its members and any other political subdivision, commission, board or agency relating to the planning or construction of facilities to ~~drain or pond storm waters~~implement the Watershed Management Plan within the Grass Lake Watershed.

Subdivision 12. Reserve Funds. The Board may accumulate reserve funds for the purpose herein mentioned and may invest funds of the Board not currently needed for its operations in the manner and subject to the laws of Minnesota applicable to statutory cities.

Subdivision 13. Monies Collectable. The Board may collect monies, subject to the provisions of this Agreement, from the Cities and from any other source approved by ~~a majority~~three Commissioners ~~of its Board~~.

Subdivision 14. Contracts. The Board may make and enter into contracts, incur expenses and make expenditures necessary and incidental to the effectuation of these purposes and powers and may disburse therefor in the manner hereinafter provided. Every contract for the purchase or sale of merchandise, materials or equipment by the Board shall be let in accordance with the Uniform Municipal Contracting Law. No member or employee of the Board or offer or employee of any of the Cities shall have a direct or indirect financial interest in any contract made by the Board.

Subdivision 15. Surveys. The Board may make necessary surveys or utilize other reliable surveys and data and develop projects to accomplish the purposes for which the Board is organized.

Subdivision 16. Other Governmental Units and Agents. The Board may cooperate or contract with the State of Minnesota or any subdivision thereof or Federal agency or private or public organization to accomplish the purposes for which it is organized.

Subdivision 17. Water Conveyances. The Board may order any City, governmental unit or units to construct, clean, repair, alter, abandon, consolidate, reclaim or change the course of terminus of any ditch, drain, storm sewer, water course, natural or artificial, that affects the Grass Lake Watershed in accordance with adopted plans. The Board may also acquire and/or assume operational authority for any or all Ramsey County Drainage Ditches within the Grass lake watershed.

Subdivision 18. Watershed Operations. The Board may order any City to acquire, operate, construct or maintain dams, dikes, reservoirs and appurtenant works in accordance with adopted plans.

Subdivision 19. Storm and Surface Waters. The Board shall regulate, conserve and control the use of storm and surface water within the Grass Lake Watershed pursuant to its adopted plan.

Subdivision 20. Insurance. The Board may contact for or purchase such insurance as the Board deems necessary for the protection of the Organization.

Subdivision 21. Audit. The Board shall cause to be made an annual audit of the books and accounts of the Organization and at lest once each year shall make and file a report with the Cities including the following information

a. the financial condition of the Organization;

b. the status of all Organization projects and work within the Grass Lake Watershed and

c. the business transacted by the organization and other matters that affect the interests of the Organization.

Subdivision 22. Records. The Board's books, reports and records shall be available for and open to inspection by the Cities at all times.

Subdivision 23. Reserved.

Subdivision 24. Other Powers. The Board may exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth herein as authorized by the by MN Stature 103B .231 and MN rules 8410.~~Cities.~~

Subdivision 25. Permits. The Board shall cooperate with the State of Minnesota, its agencies and other political subdivisions in obtaining all required permits. It shall review permits issued by the Cities to accomplish the purposes of the Organization.

Subdivision 26. Local Studies. Each City reserves the right to conduct separate or concurrent studies on any matter under study by the Organization.

Subdivision 27. Gifts, Grants, Loans. The Organization may, within the scope of this Agreement, accept gifts, apply for and use grants or loans of money or other property from the United States, the State of Minnesota, a unit of government or other governmental unit or organization, or from any person or entity for the purposes described herein and may enter into any reasonable agreement required in connection therewith; it ~~may~~ shall comply with any laws or regulations applicable thereto; and it may hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto.

SECTION VI
DURATION

Subdivision 1. The Joint Powers Agreement shall continue until terminated by the Cities as herein provided.

Subdivision 2. Reserved

Subdivision 3. Any City may petition the Board to dissolve the Organization. The Board shall hold a meeting preceded by thirty (30) days' written notice to the Clerks of each City, Ramsey County and the Minnesota Board of Water and Soil Resources. Upon a favorable vote of a majority of the entire Board, the Board may recommend that the Organization be dissolved. Such recommendation shall be submitted to each City and, if ratified by each City Council within sixty (60) days, the Organization shall be dissolved following expiration of a reasonable time to complete the work in progress and following compliance with the provisions of M.S. 103B.221 and M.S. 103B. 225.

SECTION VII
DISSOLUTION

Upon dissolution of the Organization, all property of the Organization shall be sold and the proceeds hereof, together with the monies on hand, shall be distributed to the Cities in proportion to the contributions made by the Cities to the Organization in its last annual budget.

SECTION VIII

EFFECTIVE DATE

This Agreement and any amendments thereto shall be in full force and effect upon the filing of a certified copy of the resolution approving this Agreement by each City. Said resolutions shall be filed with the Roseville City Engineer who shall notify each City in writing of its effective date.

SECTION IX

COUNTERPARTS

This Agreement may be executed in several counterparts, and all so executed shall constitute one Agreement, binding on each City notwithstanding that each City may not be a signatory to the original of the same counterpart.

IN WITNESS WHEREOF, the Cities have hereunto set their hands the day and year first above written.

CITY OF ROSEVILLE

By: ______________________________
Mayor

SEAL

DATED: ____________________, 2011~~05~~

ATTEST:

____
City Clerk

CITY OF SHOREVIEW

By: ______________________________

Mayor

SEAL

DATED: _________________, 2011~~05~~

ATTEST:

____

City Clerk

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ERICKSON, BELL, BECKMAN & QUINN, P.A.

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Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.

Robert C. Bell – *of counsel*

Via Electronic Mail

November 2, 2011

Mr. Duane Schwartz
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Grass Lake Watershed Management Organization
Our File No.: 1011-00192

Dear Mr. Schwartz:

Previously you forwarded to me for review documents regarding proposed amendments to the Joint Powers Agreement ("JPA") governing the Grass Lake Watershed Management Organization ("GLWMO"). You and I have discussed the proposed JPA amendments in person. This correspondence simply memorializes my impressions upon review of the documents, copies of which are enclosed.

I do not have much concern over the proposed amendments relating to organization composition and procedure, as set forth in the redlined entries to Sections I and III of the JPA. However, I have significant concern regarding the redaction of Section V, Subdivison 3, in its entirety and insertion of new Subdivisions 3A, 3B, and 3C in its stead. This portion of the JPA involves the establishment of the GLWMO annual operating budget. Here, the proposed amendments seek to erase the authority of the municipalities to approve the budget and place such authority squarely within the discretion of the GLWMO Board of Commissioners. As a matter of common sense, above all else, I cannot approve of the City of Roseville ceding budgetary control to an outside organization for obvious reasons. In addition, I note from the email cover letter accompanying the proposed amendments the assertion that "several sections of the current JPA needed to be modified to comply with current rules, etc. We believe we have accomplished this in the attached revised draft…" Please note that no statute or administrative rule requires municipalities to cede budgetary authority to a WMO. Minnesota Statutes section 103B.211, subd. 1(a)(5), does allow a municipality to do so, but does not mandate such concession. Further, proposed new Section V, Subdivision 3C, sets forth an appeal process that ultimately funnels any disputes over the Boards actions to mandatory binding arbitration. In my experience, arbitration processes such as those contained in the Uniform Arbitration Act are extraordinarily costly and too often lead to arbitrary, if not biased, results. For the foregoing reasons, I encourage the City to reject the proposed amendments to Section V, Subdivision 3, as well as the "finance and implement" language inserted into the Preamble and Section V, Subdivision 2, of the JPA.

In order to avoid any further confusion on the issues, I also encourage the addition of qualification language to the beginning of Section V, Subdivision 24, as follows: "**To the extent not otherwise addressed in this Agreement,** the Board may exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth herein as authorized by Minnesota Statutes section 103B.231 and Minnesota Rules section 8410."

Finally, I note that the signature page only provides a line for the Mayor's signature. A signature line for the City Manager will also be necessary. Please let me know if you have any further questions or concerns regarding the proposed amendments.

Very truly yours,

ERICKSON, BELL, BECKMAN & QUINN, P.A.

Mark F. Gaughan

MFG/kmw

Enclosure

Mark Gaughan

From:	Duane Schwartz [duane.schwartz@ci.roseville.mn.us]
Sent:	Wednesday, November 02, 2011 1:57 PM
To:	Mark Gaughan
Subject:	FW: City Attorney Review of GLWMO JPA
Attachments:	Jon's final glwmo joint powers agreement DRAFT JM 8192011[1].doc

Mark,
See attached proposed JPA.

Duane

-----Original Message-----
From: Thomas Petersen [mailto:tompetersenjr@gmail.com]
Sent: Friday, August 26, 2011 11:26 AM
To: Duane Schwartz; MARK MALONEY
Cc: Karen Eckman; Jonathan Miller
Subject: City Attorney Review of GLWMO JPA

Mark and Duane:

At our August 18th meeting, the GLWMO Board directed me to send you a proposed revised Joint Powers Agreement for the GLWMO.

Please submit to your respective City Attorneys' for their review and comment. You may also want to review for yourself before sending it to your attorney's

As you know, the BWSR is requiring that we update our JPA as part of our 3rd Generation Watershed Plan update. We were told by BWSR staff that several sections of the current JPA needed to be modified to comply with current rules, etc. We believe we have accomplished this in the attached revised draft, but having an attorney review to make sure is critical.

You will see that reference to both State Statutes (103B and others) and MN Rule Chapter 8410 has been added to some sections of the revised Draft JPA. It may be, and it seems logical that this would be the attorney's prerogative, that specific statutory and Rule language be added to the JPA?

We are not attorneys, so in addition to review of the new content, formatting may also need to be reworked by an attorney.

Sorry for the delay, but I wanted to make sure I referenced the necessary legal statutes and rules in an attempt to make the attorney's' job easier.

If you or your attorneys' have any questions, please have them call either Jonathan Miller, Karen Eckman, or myself.

Thank you for your assistance.

Sincerely,

Tom Petersen

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.

AMENDED

JOINT POWERS AGREEMENT

CITY OF SHOREVIEW, MINNESOTA

CITY OF ROSEVILLE, MINNESOTA

ESTABLISHING AND EMPOWERING

THE GRASS LAKE WATER MANAGEMENT ORGANIZATION

THIS AGREEMENT is made and entered into the ___ day of __________, 2005 by and between THE CITY OF ROSEVILLE, a municipal corporation and political subdivision of the State of Minnesota and THE CITY OF SHOREVIEW, a municipal corporation and political subdivision of the State of Minnesota.

WHEREAS, each City has the authority to manage surface waters within its boundaries pursuant to M.S.A. 412.221, Subd. 6; 444.075 and 462.357, Subd. 1; and

WHEREAS, each City may jointly exercise common authority by adopting a joint powers agreement pursuant to M.S.A. 471.59; and

WHEREAS, by means of a joint powers agreement, the Cities may establish a water management organization pursuant to M.S. 103B.211 and 103B.227-103B.252, inclusive; and

WHEREAS, a portion of each City lies within the geographical area hereinafter referred to as the "Grass Lake Watershed", which watershed is illustrated and described on **Exhibit A** attached hereto; and

WHEREAS, each City is desirous of jointly conducting a water management organization that would adopt, finance and implement a watershed management plan for the Grass Lake Watershed which plan would preserve and use natural water storage and retention systems.

NOW, THEREFORE, in consideration of the mutual undertakings herein expressed, the City of Roseville and the City of Shoreview agree as follows:

SECTION I
ESTABLISHMENT/PURPOSE OF WATER MANAGEMENT ORGANIZATION

The Grass Lake Watershed Management Organization is a public agency that manages the watershed in Ramsey county shown on the map set forth in Exhibit "A". ~~of the Cities of Roseville and Shoreview.~~ The purposes of the Grass Lake Watershed Management Organization are as follows:

1. to protect, preserve and use natural surface and ground water storage and retention systems;
2. minimize public capital expenditures needed to correct flooding and water quality problems;
3. identify~~and~~, plan and implement a plan ~~for means~~ to effectively protect and improve surface and ground water quality;
4. to establish a more uniform local policies and official controls for surface and ground water management;
5. to prevent erosion of soil and surface water systems;
6. to promote ground water recharge and protect groundwater quality;
7. to protect and enhance fish and wildlife habitat, and water recreational facilities; and
8. to secure the other benefits associated with the proper management of surface and ground water.

SECTION II
DEFINITIONS

For purposes of this Agreement, the terms used herein shall have the meanings as defined in this Section.

Subdivision 1. The "Organization" means the Grass Lake Watershed Management Organization.

Subdivision 2. "Board" or "Board of Commissioners" means the governing body of the Organization.

Subdivision 3. "Council" means the governing body of the City of Roseville and/or the governing body of the City of Shoreview.

Subdivision 4. "Grass Lake Watershed" means the geographical area described and/or illustrated on Exhibit "A" attached and made a part of this Agreement.

Subdivision 5. "Commissioner" means a member of the Board of Commissioners.

Subdivision 6. "Comprehensive Plan" means a plan adopted by either the City of Roseville or the City of Shoreview pursuant to M.S.A. 473.858 to 473.862, inclusive, and any amendments to such plan.

Subdivision 7. "Capital Improvement Program" means an itemized program for at least a five-year period, and any amendments thereof, subject to at least biennial review, setting forth the schedule, timing and details of the specific contemplated capital improvements on an annual basis, together with their estimated costs, the need for each improvement, the financial sources for the payment of such improvements and the financial effect that the program will have on the City of Roseville, the City of Shoreview or the Organization.

Subdivision 8. "Local Water Management Plan" means a plan adopted by the City of Roseville or the City of Shoreview pursuant to M.S. 103B.235.

Subdivision 9. "Watershed Management Plan" means a plan adopted by the organization pursuant to M.S. 103B.231.

SECTION III
BOARD OF COMMISSIONERS

Subdivision 1. Appointment. The Organization shall be governed by a five member Board of Commissioners. Each City shall make appointments in such a manner so that the Cities will alternate each having three members of the Board every other year by making two or three year appointments. Notice shall be given of vacancies on the Board in the official newspaper of the City making the appointment. Persons employed as staff by the Cities will not be eligible for appointment to the Board. Appointments will be made within 90 days of a vacancy on the Board. The Cities will give written notice to the Minnesota Board of Water and Soil Resources of appointments within 30 days of making such appointments.

Subdivision 2. Eligibility. Each City Council shall determine its own eligibility or qualification standards for its appointments to the Board of Commissioners, provided that city staff may not be a member of the Board.

Subdivision 3. Term of Office. Each Commissioner shall serve at the will and consent of the City Council who appointed the Commissioner or until the Commissioner's designated term of office expires, whichever event occurs first.

Subdivision 4. Vacancy. Any vacancy shall be filled for the unexpired term of any Commissioner by the City Council who appointed said Commissioner. Vacancies will be filled by the same procedure as for making regular appointments as provided in Sec. III sub. 1.

Subdivision 5. Record of Appointment. Each City shall, within thirty (30) days following the appointment of a Commissioner, file a written notice of such appointment with the Secretary of the Board.

Subdivision 6. Compensation. Each City may compensate the Commissioners it appoints, but the Commissioner shall not be compensated by the Organization ~~or have expenses reimbursed by the Organization.~~, except that the Organization shall compensate Commissioners for any out of pocket expenses as pre-approved by the Board.

Subdivision 7. Officers of the Board. At the first meeting of the Board in each year, the Board shall elect from its Commissioners a chairperson, a vice chairperson and a secretary and such other officers as it deems necessary to conduct its meetings and affairs. ~~In the absence of the chairperson, the vice chairperson shall preside and perform the duties of the chairperson.~~ It shall be the duty of the chair to:

a. Serve as chairperson for all meetings;

b. Sign, in the name of the Organization, any contracts, correspondence, or other instruments pertaining to the business of the Organization as so authorized by a majority vote of the Board;

c. Be a signatory to the Organization accounts; oversee development of meeting agendas; have full voting privileges at all times, may vote on any issue, and need not confine his/her voting to break ties in voting by the Commissioners;

d. The Chair shall assume no other duties or responsibilities except as granted by majority vote of the Board.

It shall be the duties of the Vice Chair to:

e. Discharge the Chair's duties in the event of the absence or disability of the Chair;

f. Be a signatory to certain instruments and accounts of the Organization;

g. In the absence of Chair and Vice Chair, a Chair Pro Tempore shall be elected by the Commissioners in attendance to serve as Chair for the duration of that meeting.

It shall be the duties of the Secretary to:

h. Oversee the preparation and distribution, in a timely manner, of the minutes of all meetings of the Organization;

i. Distribute draft minutes to the Commissioners in advance of meetings;

j. Oversee the official records of the Organization.

In the case of vacancy of any officers of the Board, a replacement shall be elected by a majority of the Commissioners to serve for the remainder of the vacated term.

Subdivision 8. Rules and Regulations of the Board. ~~The Board shall adopt rules and regulations governing its meetings. Such rules and regulations may be amended from time to time in either a regular or special meeting of the Board provided that notice of such proposed amendment has been given to each Commissioner at least ten (10) day prior to the meeting at which the proposed amendment will be considered.~~All meetings of the Joint Powers Board are subject to Minn. Stat. Chapter 13D (Minnesota Open Meeting Law), and shall be governed by *Robert's Rules of Order, Newly Revised 10th Edition* or later. The Board may adopt other rules and regulations as it deems necessary to carry out its duties and the purpose of this Agreement. Such rules and regulations may be amended from time to time in either a regular or special meeting of the Board provided that notice of such proposed amendment has been given to each Director at least ten (10) day prior to the meeting at which the proposed amendment will be considered. The initial rules and regulations shall be submitted to the Members for their review. Members shall submit their comments to the Board within 45 days. These rules and regulations, after adoption, shall be recorded in the Organization's bylaws.

Subdivision 9. Quorum. A majority of the entire Board shall constitute quorum, but less than a quorum ~~may~~ shall adjourn a scheduled meeting.

Subdivision 10. Voting Requirements. All financial and policy actions of the Board shall require three (3) affirmative votes. All other actions shall require a simple majority of Commissioners present.

Subdivision 11. Meetings. Whenever possible, ~~Regular~~ regular meetings of the Board shall be held a least ~~quarterly~~ monthly on days selected by the Board. A schedule of regular meeting dates shall be adopted annually by the Board. The notice of regular meeting dates, times and places will be posted on the website of the Organization (and in the official newspapers of the member cities). Special meetings may be held at the request of the Board Chairman or at the request of two (2) Commissioners provided that such special meeting shall be preceded by not less than three (3) days written notice of the time, place and purpose of the special meeting. The notice of the special meeting shall be delivered ~~or~~, mailed or e-mailed to the residence or e-mail address of each commissioner and to each person who has filed a written request for notice of special meetings with the Board. All meetings of the Board shall be subject to the provisions of the Minnesota Open Meeting Law.

Comment [J1]: Do we post in Papers?

Subdivision 12. Location of Board Office. The Board shall maintain a business office at 2660 Civic Center Drive within the City of Roseville. All notices to the Board shall be delivered or served to such office. Each City shall be compensated for administrative services rendered to the Organization.

SECTION IV
WATERSHED MANAGEMENT TAX DISTRICT

Each City may establish a watershed management tax district for the portion of its corporate boundaries which lie within the Grass Lake Watershed pursuant to the provisions of M.S. 103B.245. Neither the provisions of this Agreement nor the establishment of a watershed management tax district shall prevent the Councils of the City of Roseville or the City of Shoreview from electing to finance the planning for water management; financing of capital improvements; or for providing the normal and routine maintenance of capital improvements within the Grass Lake Watershed by other resources.

SECTION V
POWER AN DUTIES OF THE BOARD OF COMMISSIONERS

Subdivision 1. Organization. The Organization, acting by its duly appointed Board of Commissioners, shall have the powers and duties set forth in this section.

Subdivision 2. Watershed Management Plan. The Board shall prepare, finance and implement a watershed management plan for the Grass Lake Watershed. The plan shall:

a. describe the existing physical environment and land usages within the Grass Lake Watershed and shall further describe the environment and land usages proposed for the Grass Lake Watershed by the existing Comprehensive Plans for the Cities of Roseville and Shoreview and by the Comprehensive Plan adopted by the Metropolitan Council;

b. present information on the hydrologic system in the Grass Lake Watershed, the system's components and existing and potential problems relating thereto;

c. ~~state~~ establich objectives~~and~~, ~~policy~~ policies, regulations and rules (including those relating to management principles, alternatives and modifications) concerning water quality and to protect the natural characteristics of the Grass Lake Watershed;

d. set forth a management plan that includes a statement of the hydrologic and water quality conditions to be sought and that shall further itemize significant opportunities for improvement such conditions;

e. describe conflicts between the surface water management plan of the Grass Lake Watershed and existing management plans of the Cities of Shoreview and Roseville;

f. set forth and implement an implementation program consistent with the management plan that includes a capital improvement program and standards and schedules for amending the Comprehensive Plans and official controls of the Cities of Roseville and Shoreview in order to bring about conformance with the ~~water surface~~watershed management plan for the Grass Lake Watershed;

g. ~~get out~~establish a procedure for amending the water surface management plan.

~~Subdivision 3. Annual Operating Budget. On or before June 1 of each year the Board shall prepare a proposed operating budget and recommend its approval to the Cities. Each City will review the operating budget for the following fiscal year and shall~~

~~either approve the proposed operating budget or a budget as amended by the Cities within sixty (60) days of receipt of the Board recommendation. Upon City approval of the Organization's operating budget, each City shall pay to the Organization an amount equal to one-half (1/2) of the approved operating budget in the following manner:~~

~~a. One-half (1/2) of each City's obligation shall be paid to the Organization on or before July 1 of the fiscal year approved; and~~

~~b. One-half (1/2) of each City's obligation shall be paid to the Organization on or before December 1 of the fiscal year approved.~~

Subdivision 3A . Annual Operating and capital improvements Budget. On or before June 1 of each year the Board shall prepare and adopt a proposed preliminary operating and capital improvements budget and recommend its approval and submit this preliminary budget to the Cities for financing. Each City shall review the preliminary operating budget for the following fiscal year and shall provide written comment to the Board of Commissioners by July 1 citing any and all concerns it may have with the budget. On or before August 1 of each year, the Board of Commissioners shall adopt and publish its operating and capital improvements budget for the following fiscal year .Each City shall pay to the Organization an amount equal to one-half (1/2) of the approved operating budget in the following manner:

a. One-half (1/2) of each City's obligation shall be paid to the Organization on or before July 1 of the fiscal year approved; and

b. One-half (1/2) of each City's obligation shall be paid to the Organization on or before December 1 of the fiscal year approved.

Subdivision 3B.Operations Cash flow finance.The cities shall provide cash flow finance if necessary as determined by the Board of commissioners and the cities.

Subdivision 3C. Appeals of Budget by Cities. In the event a member objects to the allocation of the Member's share of the operating and/or Capital Improvement Budgets. for the next fiscal year, it may appeal the determination of the Board to final and binding arbitration by filing a written appeal with an officer of the Board, within 30 days of receipt of the Board's preliminary budget. The arbitration procedure set forth as follows shall be followed:

a. Appeals of Determinations by the Board of Commissioners. Members shall comply with Commissioners' determinations as to the force and effect of the Watershed Management Plan, the Local water Management Plan, or improvements initiated pursuant to these Plans. Any member unit which disputes a determination of the Commissioners' as to the force and effect of the Plan, Local Plan, or the cost allocations for the implementation of the Plan, may appeal the decision of the commissioners' within 30 days of receipt of written notice of such determination. Should the appeal not be completed to the satisfaction of all parties, a party may submit the dispute to arbitration. Arbitration shall be conducted in the following manner: Arbitration shall be conducted in accordance with the Uniform Arbitration Act (MN Statute Chapter 572).

Subdivision 4. Capital Improvement Project. On or before June 1 of each year the Board shall prepare a capital improvements program and recommend its approval by the Cities. Each City agrees to review and approve or disapprove the capital improvement program within sixty (60) days of receipt of the Board's recommendations. Each City agrees to contribute its proportionate share of the cost of constructing capital improvements approved by the Cities for projects within the Grass Lake Watershed.

Subdivision 5. Committees. The Board ~~may~~ shall appoint such committees and subcommittees, establishing terms and conditions for such committees, as it deems necessary and as are mandated. The Board shall invite members with special expertise in Hydrology, Geology, Limnology, Freshwater Biology and other fields of study pertaining to the management of a watershed, as well as concerned members of the general public to serve on a Technical and Citizens Advisory Committee. Members of this committee shall be approved by a majority of the Commissioners

Subdivision 6. Reserved.

Subdivision 7. Review and Recommendations. Where the Board is authorized or requested to review and make recommendations on any matter, the Board shall act on such matter within ninety (90) days or within the statutory time requirement, whichever is shorter. Failure to act within such time periods shall constitute a waiver of the Board's authority to make recommendations.

Subdivision 8. Local Water Management Plan. After consideration but before adoption by its governing body, each City shall submit its watershed management plan or any amendment thereof to the Board for review of its consistency with the water surface management program of the Grass Lake Watershed. The Board shall approve or disapprove each City's management plan or parts thereof. The Board shall have ninety (90) days to complete its review. If the Board fails to complete its review within the prescribed time period, unless an extension is agreed to by the City, the City's plan shall be deemed approved. All provisions as specified in MN Statute 103B.235 subds. 1,2,3, and 3a and MN rules chapter 8410.0030, subpart 1,g shall govern the process of Local Water Management Plan content and review by GLWMO.

Subdivision 9. Data. The Board may establish and maintain devices for acquiring and recording ~~hydrological~~ relevant data for the management of water resources within the Grass Lake Watershed.

Subdivision 10. Claims. The Board may enter upon lands within or without the Grass Lake Watershed to make surveys and investigations to accomplish the purposes of the Board. The Board shall be liable for actual damages resulting therefrom, but every person who claims damages shall serve the Chairman or Secretary of the Board with a notice of claim as required by M.S.A. 466.05.

Subdivision 11. Legal and Technical Assistance. The Board may provide legal and technical assistance in connection with litigation or other proceedings between one or more of its members and any other political subdivision, commission, board or agency relating to the planning or construction of facilities to ~~drain or pond storm waters~~implement the Watershed Management Plan within the Grass Lake Watershed.

Subdivision 12. Reserve Funds. The Board may accumulate reserve funds for the purpose herein mentioned and may invest funds of the Board not currently needed for its operations in the manner and subject to the laws of Minnesota applicable to statutory cities.

Subdivision 13. Monies Collectable. The Board may collect monies, subject to the provisions of this Agreement, from the Cities and from any other source approved by ~~a majority~~three Commissioners ~~of its Board~~.

Subdivision 14. Contracts. The Board may make and enter into contracts, incur expenses and make expenditures necessary and incidental to the effectuation of these purposes and powers and may disburse therefor in the manner hereinafter provided. Every contract for the purchase or sale of merchandise, materials or equipment by the Board shall be let in accordance with the Uniform Municipal Contracting Law. No member or employee of the Board or offer or employee of any of the Cities shall have a direct or indirect financial interest in any contract made by the Board.

Subdivision 15. Surveys. The Board may make necessary surveys or utilize other reliable surveys and data and develop projects to accomplish the purposes for which the Board is organized.

Subdivision 16. Other Governmental Units and Agents. The Board may cooperate or contract with the State of Minnesota or any subdivision thereof or Federal agency or private or public organization to accomplish the purposes for which it is organized.

Subdivision 17. Water Conveyances. The Board may order any City, governmental unit or units to construct, clean, repair, alter, abandon, consolidate, reclaim or change the course of terminus of any ditch, drain, storm sewer, water course, natural or artificial, that affects the Grass Lake Watershed in accordance with adopted plans. The Board may also acquire and/or assume operational authority for any or all Ramsey County Drainage Ditches within the Grass lake watershed.

Subdivision 18. Watershed Operations. The Board may order any City to acquire, operate, construct or maintain dams, dikes, reservoirs and appurtenant works in accordance with adopted plans.

Subdivision 19. Storm and Surface Waters. The Board shall regulate, conserve and control the use of storm and surface water within the Grass Lake Watershed pursuant to its adopted plan.

Subdivision 20. Insurance. The Board may contact for or purchase such insurance as the Board deems necessary for the protection of the Organization.

Subdivision 21. Audit. The Board shall cause to be made an annual audit of the books and accounts of the Organization and at lest once each year shall make and file a report with the Cities including the following information

a. the financial condition of the Organization;

b. the status of all Organization projects and work within the Grass Lake Watershed and

c. the business transacted by the organization and other matters that affect the interests of the Organization.

Subdivision 22. Records. The Board's books, reports and records shall be available for and open to inspection by the Cities at all times.

Subdivision 23. Reserved.

To the extent not otherwise set forth in this Agreement,

Subdivision 24. Other Powers. The Board may exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth herein as authorized by the by MN Stature 103B .231 and MN rules 8410.~~Cities.~~

Subdivision 25. Permits. The Board shall cooperate with the State of Minnesota, its agencies and other political subdivisions in obtaining all required permits. It shall review permits issued by the Cities to accomplish the purposes of the Organization.

Subdivision 26. Local Studies. Each City reserves the right to conduct separate or concurrent studies on any matter under study by the Organization.

Subdivision 27. Gifts, Grants, Loans. The Organization may, within the scope of this Agreement, accept gifts, apply for and use grants or loans of money or other property from the United States, the State of Minnesota, a unit of government or other governmental unit or organization, or from any person or entity for the purposes described herein and may enter into any reasonable agreement required in connection therewith; it ~~may~~ shall comply with any laws or regulations applicable thereto; and it may hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto.

SECTION VI
DURATION

Subdivision 1. The Joint Powers Agreement shall continue until terminated by the Cities as herein provided.

Subdivision 2. Reserved

Subdivision 3. Any City may petition the Board to dissolve the Organization. The Board shall hold a meeting preceded by thirty (30) days' written notice to the Clerks of each City, Ramsey County and the Minnesota Board of Water and Soil Resources. Upon a favorable vote of a majority of the entire Board, the Board may recommend that the Organization be dissolved. Such recommendation shall be submitted to each City and, if ratified by each City Council within sixty (60) days, the Organization shall be dissolved following expiration of a reasonable time to complete the work in progress and following compliance with the provisions of M.S. 103B.221 and M.S. 103B. 225.

SECTION VII
DISSOLUTION

Upon dissolution of the Organization, all property of the Organization shall be sold and the proceeds hereof, together with the monies on hand, shall be distributed to the Cities in proportion to the contributions made by the Cities to the Organization in its last annual budget.

SECTION VIII
EFFECTIVE DATE

This Agreement and any amendments thereto shall be in full force and effect upon the filing of a certified copy of the resolution approving this Agreement by each City. Said resolutions shall be filed with the Roseville City Engineer who shall notify each City in writing of its effective date.

SECTION IX
COUNTERPARTS

This Agreement may be executed in several counterparts, and all so executed shall constitute one Agreement, binding on each City notwithstanding that each City may not be a signatory to the original of the same counterpart.

IN WITNESS WHEREOF, the Cities have hereunto set their hands the day and year first above written.

CITY OF ROSEVILLE

By: ______________________________
Mayor

SEAL

DATED: ____________________, 2005

ATTEST:

____
City Clerk

CITY OF SHOREVIEW

By: ______________________________
Mayor

SEAL

DATED: ________________, 2005

ATTEST:

____
City Clerk

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