



## **City Council Agenda**

**Monday, February 13, 2012**

**6:00 p.m.**

**City Council Chambers**

*(Times are Approximate)*

- 5:00 p.m.      **Special Note: State of the City Address**
- 6:00 p.m.      **1. Roll Call**  
Voting & Seating Order for February: Johnson, Pust,  
McGehee, Willmus, 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**
- 6:20 p.m.      **6. Approve Minutes**  
a. Approve Minutes of January 23, 2012 Meeting  
b. Approve Minutes of January 30, 2012 Meeting
- 6:25 p.m.      **7. Approve Consent Agenda**  
a. Approve Payments  
b. Approve Business Licenses  
c. Approve General Purchases and Sale of Surplus items in excess of \$5000  
d. Establish a Public Hearing on February 27, 2012 regarding the Lake Owasso Safe Boating Association's Request for Placement of Water Ski Course and Jump  
e. Adopt a Resolution to Approve 2012 Apportionment of Assessments  
f. Receive City Attorney Evaluation Report  
g. Authorize Fire Department to Utilize Reserve Funds for Payment of Demolition Costs, Phase I and Phase II Planning Services  
h. Accept and Recognize General Donations to the City of Roseville

- 8. Consider Items Removed from Consent**
- 6:45 p.m. **9. General Ordinances for Adoption**
- a. Adopt an Ordinance Amending City Code Chapter 306:  
Cigarette and Tobacco Products
- 6:55 p.m. **10. Presentations**
- a. Receive Roseville Area Schools Report by Superintendent  
Dr. John Thein and School Board Chairperson Kitty  
Gogins
- 11. Public Hearings**
- 12. Business Items (Action Items)**
- 7:10 p.m. a. Approve Plans for County Road C-2 Construction Project
- 7:55 p.m. b. Discuss Strategic Planning from January 30, 2012 Council  
Meeting
- 13. Business Items – Presentations/Discussions**
- 8:55 p.m. **14. City Manager Future Agenda Review**
- 9:00 p.m. **15. Councilmember Initiated Items for Future Meetings**
- 9:10 p.m. **16. Adjourn**

*Some Upcoming Public Meetings.....*

|              |        |           |                                                       |
|--------------|--------|-----------|-------------------------------------------------------|
| Thursday     | Feb 16 | 4:00 p.m. | Grass Lake Water Management Organization              |
| Monday       | Feb 20 |           | City Offices Closed - Presidents' Day                 |
| Tuesday      | Feb 21 | 6:00 p.m. | Housing & Redevelopment Authority                     |
| Wednesday    | Feb 22 | 6:30 p.m. | Human Rights Commission                               |
| Monday       | Feb 27 | 6:00 p.m. | City Council Meeting                                  |
| Tuesday      | Feb 28 | 6:30 p.m. | Public Works, Environment & Transportation Commission |
| <b>March</b> |        |           |                                                       |
| Tuesday      | Mar 6  | 6:30 p.m. | Parks & Recreation Commission                         |
| Wednesday    | Mar 7  | 6:30 p.m. | Planning Commission                                   |
| Monday       | Mar 12 | 6:00 p.m. | City Council Meeting                                  |
| Tuesday      | Mar 13 | 6:30 p.m. | Human Rights Commission                               |

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

Date: Feb. 13, 2012

Item: 6.a

Approve Minutes of  
January 23, 2012 City  
Council Meeting

No Attachment

Date: Feb. 13, 2012

Item: 6.b

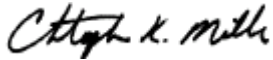
Approve Minutes of  
January 30, 2012 City  
Council Meeting

No Attachment

  
**REQUEST FOR COUNCIL ACTION**

Date: 2/13/2012  
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   | \$694,414.41   |
| 65178-65366    | \$659,298.36   |
| Total          | \$1,353,712.77 |

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: Report of Claims

# Attachment A

## Accounts Payable

### Checks for Approval

User: mary.jenson  
 Printed: 2/8/2012 - 8:21 AM

| Check Number | Check Date | Fund Name                  | Account Name                  | Vendor Name                  | Invoice Desc.                        | Amount |
|--------------|------------|----------------------------|-------------------------------|------------------------------|--------------------------------------|--------|
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | Laughing Water Gifts-ACH     | Forest Puzzle & Book                 | 17.19  |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | Suburban Ace Hardware-ACH    | Keys                                 | 2.45   |
| 0            | 01/17/2012 | Recreation Improvements    | Hockey Rink Board Upgrades    | Suburban Ace Hardware-ACH    | Hockey Rink Suplies                  | 21.94  |
| 0            | 01/17/2012 | General Fund               | Telephone                     | Sprint-ACH                   | Cell Phones                          | 194.25 |
| 0            | 01/17/2012 | Information Technology     | Telephone                     | Sprint-ACH                   | Cell Phones                          | 111.69 |
| 0            | 01/17/2012 | P & R Contract Maintenance | Telephone                     | Sprint-ACH                   | Cell Phones                          | 53.21  |
| 0            | 01/17/2012 | Golf Course                | Telephone                     | Sprint-ACH                   | Cell Phones                          | 93.66  |
| 0            | 01/17/2012 | General Fund               | Telephone                     | Sprint-ACH                   | Cell Phones                          | 402.43 |
| 0            | 01/17/2012 | General Fund               | Telephone                     | Sprint-ACH                   | Cell Phones                          | 198.89 |
| 0            | 01/17/2012 | Telecommunications         | Telephone                     | Sprint-ACH                   | Cell Phones                          | 48.56  |
| 0            | 01/17/2012 | Recreation Fund            | Telephone                     | Sprint-ACH                   | Cell Phones                          | 284.20 |
| 0            | 01/17/2012 | General Fund               | Telephone                     | Sprint-ACH                   | Cell Phones                          | 59.16  |
| 0            | 01/17/2012 | Solid Waste Recycle        | Training                      | Urban Land Institute- ACH    | Leadership Class-Pratt               | 20.00  |
| 0            | 01/17/2012 | Telecommunications         | Operating Supplies            | Oscilloscope-ACH             | Cable TV Program                     | 32.59  |
| 0            | 01/17/2012 | Telecommunications         | Use Tax Payable               | Oscilloscope-ACH             | Sales/Use Tax                        | -2.10  |
| 0            | 01/17/2012 | Recreation Fund            | Office Supplies               | Archives-ACH                 | Inadvertent Personal Purchase-Repaic | 39.95  |
| 0            | 01/17/2012 | General Fund               | Office Supplies               | S & T Office Products-ACH    | Office Supplies                      | 59.42  |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | PayPal-ACH                   | Inadvertant Personal Purchase-Repaic | 48.45  |
| 0            | 01/17/2012 | Recreation Improvements    | Hockey Rink Board Upgrades    | Menards-ACH                  | Hockey Rink Supplies                 | 55.45  |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | Suburban Ace Hardware-ACH    | Fuses, Toilet Flapper                | 14.98  |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | North Hgts Hardware Hank-ACH | Keys                                 | 17.05  |
| 0            | 01/17/2012 | License Center             | Office Supplies               | Office Depot- ACH            | Office Supplies                      | 32.08  |
| 0            | 01/17/2012 | General Fund               | Employee Recognition          | Amazon.com- ACH              | Frames                               | 44.99  |
| 0            | 01/17/2012 | General Fund               | 209001 - Use Tax Payable      | Amazon.com- ACH              | Sales/Use Tax                        | -2.89  |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies            | Har Mar Lock & Key- ACH      | Keys                                 | 8.57   |
| 0            | 01/17/2012 | General Fund               | Operating Supplies            | Target- ACH                  | Cleaning Supplies                    | 10.70  |
| 0            | 01/17/2012 | Information Technology     | Operating Supplies            | UPS Store-ACH                | Shipping Charges                     | 12.56  |
| 0            | 01/17/2012 | Info Tech/Contract Cities  | North St. Paul Computer Equip | Network Solutions-ACH        | Domain Name Registration             | 95.96  |
| 0            | 01/17/2012 | P & R Contract Maintenance | Temporary Employees           | Sprint-ACH                   | Cell Phones                          | 80.25  |
| 0            | 01/17/2012 | Storm Drainage             | Telephone                     | Sprint-ACH                   | Cell Phones                          | 54.25  |
| 0            | 01/17/2012 | General Fund               | Operating Supplies            | Sprint-ACH                   | Cell Phones                          | 624.00 |
| 0            | 01/17/2012 | Information Technology     | Telephone                     | Sprint-ACH                   | Cell Phones                          | 82.50  |
| 0            | 01/17/2012 | Recreation Fund            | Professional Services         | Sprint-ACH                   | Cell Phones                          | 26.00  |
| 0            | 01/17/2012 | License Center             | Office Supplies               | S & T Office Products-ACH    | Office Supplies                      | 81.40  |

| Check Number | Check Date | Fund Name                   | Account Name               | Vendor Name                   | Invoice Desc.                        | Amount   |
|--------------|------------|-----------------------------|----------------------------|-------------------------------|--------------------------------------|----------|
| 0            | 01/17/2012 | Recreation Fund             | Operating Supplies         | Suburban Ace Hardware-ACH     | Duct Tape, Hose Cap                  | 17.98    |
| 0            | 01/17/2012 | P & R Contract Maintenance  | Operating Supplies         | North Hgts Hardware Hank-ACH  | Locks, Pathway Markers               | 85.30    |
| 0            | 01/17/2012 | Recreation Fund             | Office Supplies            | Office Depot- ACH             | Office Supplies                      | 374.62   |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Amazon.com- ACH               | Crime Reversal Book                  | 23.62    |
| 0            | 01/17/2012 | General Fund                | 209001 - Use Tax Payable   | Amazon.com- ACH               | Sales/Use Tax                        | -1.52    |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Target- ACH                   | Residents Meeting Refreshments       | 8.97     |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Staples-ACH                   | Office Supplies                      | 171.38   |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Cascade Healthcare-ACH        | Antiseptic                           | 150.66   |
| 0            | 01/17/2012 | General Fund                | 209001 - Use Tax Payable   | Cascade Healthcare-ACH        | Sales/Use Tax                        | -9.69    |
| 0            | 01/17/2012 | General Fund                | Miscellaneous              | Potbelly Sandwich Works - ACH | No Receipt                           | 32.45    |
| 0            | 01/17/2012 | General Fund                | Office Supplies            | S & T Office Products-ACH     | Office Supplies                      | 137.99   |
| 0            | 01/17/2012 | Golf Course                 | Operating Supplies         | Linder's Garden Ctr-ACH       | tree Wrap                            | 33.55    |
| 0            | 01/17/2012 | Water Fund                  | Operating Supplies         | Suburban Ace Hardware-ACH     | Meter Truck Supplies                 | 28.89    |
| 0            | 01/17/2012 | Recreation Fund             | Operating Supplies         | North Hgts Hardware Hank-ACH  | Credit                               | -2.13    |
| 0            | 01/17/2012 | Recreation Fund             | Operating Supplies         | Office Depot- ACH             | Office Supplies                      | 102.27   |
| 0            | 01/17/2012 | General Fund                | Employee Recognition       | Amazon.com- ACH               | Frames                               | 168.64   |
| 0            | 01/17/2012 | General Fund                | 209001 - Use Tax Payable   | Amazon.com- ACH               | Sales/Use Tax                        | -10.85   |
| 0            | 01/17/2012 | Golf Course                 | Operating Supplies         | Home Depot- ACH               | Tree Wrap Supplies, Rope             | 68.09    |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Target- ACH                   | VHS                                  | 67.46    |
| 0            | 01/17/2012 | Police Forfeiture Fund      | Professional Services      | GPS Intl-ACH                  | FS1 Tracker                          | 2,137.50 |
| 0            | 01/17/2012 | Police Forfeiture Fund      | Use Tax Payable            | GPS Intl-ACH                  | Sales/Use Tax                        | -137.50  |
| 0            | 01/17/2012 | Police Forfeiture Fund      | Professional Services      | GPS Intl-ACH                  | FS1 Tracker                          | 238.52   |
| 0            | 01/17/2012 | Police Forfeiture Fund      | Use Tax Payable            | GPS Intl-ACH                  | Sales/Use Tax                        | -15.34   |
| 0            | 01/17/2012 | Information Technology      | Operating Supplies         | Voip Integration, Inc-ACH     | Background Deployment Tool for Phc   | 266.12   |
| 0            | 01/17/2012 | Information Technology      | Use Tax Payable            | Voip Integration, Inc-ACH     | Sales/Use Tax                        | -17.12   |
| 0            | 01/17/2012 | P & R Contract Maintenance  | Miscellaneous              | MPLS Meters-ACH               | No Receipt                           | 2.00     |
| 0            | 01/17/2012 | General Fund                | Op Supplies - City Hall    | Suburban Ace Hardware-ACH     | Rope                                 | 12.84    |
| 0            | 01/17/2012 | Recreation Improvements     | Hockey Rink Board Upgrades | North Hgts Hardware Hank-ACH  | Hockey Rink Supplies                 | 48.25    |
| 0            | 01/17/2012 | General Fund                | Training                   | Amazon.com- ACH               | Training Materials                   | 68.05    |
| 0            | 01/17/2012 | General Fund                | 209001 - Use Tax Payable   | Amazon.com- ACH               | Sales/Use Tax                        | -4.38    |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Target- ACH                   | Batteries                            | 11.58    |
| 0            | 01/17/2012 | Recreation Fund             | Office Supplies            | Target- ACH                   | Napkins, Tablecloths                 | 9.56     |
| 0            | 01/17/2012 | General Fund                | Training                   | Pennwell Books-ACH            | Training Materials                   | 246.67   |
| 0            | 01/17/2012 | General Fund                | 209001 - Use Tax Payable   | Pennwell Books-ACH            | Sales/Use Tax                        | -15.87   |
| 0            | 01/17/2012 | General Fund                | Miscellaneous              | Target- ACH                   | No Receipt                           | 13.87    |
| 0            | 01/17/2012 | General Fund                | Miscellaneous              | Wild Bills-ACH                | No Receipt                           | 117.90   |
| 0            | 01/17/2012 | Boulevard Landscaping       | Operating Supplies         | Mills Fleet Farm-ACH          | Scale                                | 19.27    |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Suburban Ace Hardware-ACH     | Station Supplies                     | 24.63    |
| 0            | 01/17/2012 | Telecommunications          | Professional Services      | Survey Monkey.com-ACH         | Pro Subscription                     | 24.00    |
| 0            | 01/17/2012 | General Fund                | Operating Supplies         | Target- ACH                   | Block Captain Meeting Presenter Gift | 25.00    |
| 0            | 01/17/2012 | Contracted Engineering Svcs | Conferences                | U of M CCE Online-ACH         | APWA Fall Conference-Giga            | 275.00   |
| 0            | 01/17/2012 | Recreation Fund             | Operating Supplies         | PetSmart-ACH                  | Animal Supplies                      | 69.90    |
| 0            | 01/17/2012 | General Fund                | Training                   | Tanners Station-ACH           | Lunch During Training-Williams, Jen  | 47.77    |
| 0            | 01/17/2012 | Recreation Fund             | Operating Supplies         | Contractor Lighting-ACH       | Light fixtures                       | 162.96   |

| Check Number | Check Date | Fund Name                  | Account Name                   | Vendor Name                  | Invoice Desc.                          | Amount   |
|--------------|------------|----------------------------|--------------------------------|------------------------------|----------------------------------------|----------|
| 0            | 01/17/2012 | General Fund               | Memberships & Subscriptions    | ICMA - ACH                   | Membership Renewal                     | 1,073.00 |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies             | Pacific Coast Parts-ACH      | Register Keys                          | 14.54    |
| 0            | 01/17/2012 | Recreation Fund            | Use Tax Payable                | Pacific Coast Parts-ACH      | Sales/Use Tax                          | -0.94    |
| 0            | 01/17/2012 | Community Development      | Operating Supplies             | Roseville Bakery-ACH         | Wokshop Cookies                        | 7.18     |
| 0            | 01/17/2012 | P & R Contract Maintenance | Operating Supplies             | Menards-ACH                  | Lights                                 | 92.02    |
| 0            | 01/17/2012 | Water Fund                 | Operating Supplies             | Suburban Ace Hardware-ACH    | Utility Hose                           | 8.56     |
| 0            | 01/17/2012 | P & R Contract Maintenance | Operating Supplies             | Twin City Saw-ACH            | Blade, Helmet Assembly                 | 83.30    |
| 0            | 01/17/2012 | Recreation Fund            | Operating Supplies             | Home Depot- ACH              | Ice Painting Supplies                  | 70.79    |
| 0            | 01/17/2012 | General Fund               | Operating Supplies             | Best Buy- ACH                | Vacuum Bags                            | 139.25   |
| 0            | 01/17/2012 | General Fund               | Training                       | Which Wich Sandwiches-ACH    | Lunch for Use of Force Instructors     | 63.95    |
| 0            | 01/17/2012 | General Fund               | Vehicle Supplies               | VCN MN State Patrol-ACH      | Decal                                  | 44.50    |
| 0            | 01/17/2012 | P & R Contract Maintenance | Operating Supplies             | Menards-ACH                  | Gymnastics Equipment                   | 33.92    |
| 0            | 01/17/2012 | Boulevard Landscaping      | Operating Supplies             | Suburban Ace Hardware-ACH    | Spreader                               | 62.09    |
| 0            | 01/17/2012 | P & R Contract Maintenance | Minor Equipment                | North Hgts Hardware Hank-ACH | Pole Saw Parts                         | 24.01    |
| 0            | 01/17/2012 | Recreation Donations       | Operating Supplies             | Crown Awards-ACH             | Friends of the Oval Award Engraving    | 26.16    |
| 0            | 01/17/2012 | General Fund               | Operating Supplies             | Vista Print-ACH              | Fire Station Pictures                  | 34.34    |
| 0            | 01/17/2012 | General Fund               | 209001 - Use Tax Payable       | Vista Print-ACH              | Sales/Use Tax                          | -2.21    |
| 0            | 01/17/2012 | Telecommunications         | Operating Supplies             | RadioShack-ACH               | Batteries                              | 10.69    |
| Check Total: |            |                            |                                |                              |                                        | 9,787.80 |
| 0            | 01/17/2012 | General Fund               | 211402 - Flex Spending Health  |                              | Flexible Benefit Reimbursement         | 2,700.00 |
| Check Total: |            |                            |                                |                              |                                        | 2,700.00 |
| 0            | 01/18/2012 | Recreation Fund            | Operating Supplies             | Gopher Sport- ACH            | Basketballs                            | 131.19   |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Davis Lock & Safe-ACH        | Station Supplies                       | 16.03    |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Caribou Coffee- ACH          | Coffe for Shooting Scene Officers      | 25.69    |
| 0            | 01/18/2012 | General Fund               | Conferences                    | Hyatt-ACH                    | Conference Meal-Malinen                | 50.92    |
| 0            | 01/18/2012 | Info Tech/Contract Cities  | Arden Hills Computer Equipment | Monoprice.Com-ACH            | Wall Mount Brackets                    | 71.25    |
| 0            | 01/18/2012 | Info Tech/Contract Cities  | Use Tax Payable                | Monoprice.Com-ACH            | Sales/Use Tax                          | -4.58    |
| 0            | 01/18/2012 | General Fund               | Training                       | North American Rescue-ACH    | EMS Supplies                           | 98.82    |
| 0            | 01/18/2012 | Recreation Fund            | Operating Supplies             | Certified Laboratories-ACH   | Graffiti Remover                       | 545.72   |
| 0            | 01/18/2012 | Recreation Fund            | Office Supplies                | Office Depot- ACH            | Credit                                 | -31.70   |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Cub Foods- ACH               | Cookies, Water for Critical Incident E | 38.45    |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Perkins-ACH                  | Food For Personal Involved in Shooti   | 50.56    |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Perkins-ACH                  | Dinner for Dattilo and Adams           | 20.98    |
| 0            | 01/18/2012 | Recreation Fund            | Professional Services          | Chanhassen Dinner-ACH        | Adult Trips                            | 1,668.00 |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Blade Tech-ACH               | Taser Clip                             | 9.62     |
| 0            | 01/18/2012 | General Fund               | 209001 - Use Tax Payable       | Blade Tech-ACH               | Sales/Use Tax                          | -0.62    |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Jimmy John's Sandwiches- ACH | Critical Incident Debriefing Food      | 81.30    |
| 0            | 01/18/2012 | Information Technology     | Contract Maintenance           | Monoprice.Com-ACH            | Wall Mount Brackets                    | 62.16    |
| 0            | 01/18/2012 | Information Technology     | Use Tax Payable                | Monoprice.Com-ACH            | Sales/Use Tax                          | -4.00    |
| 0            | 01/18/2012 | General Fund               | Vehicle Supplies               | MN State Patrol-ACH          | Decal                                  | 44.50    |
| 0            | 01/18/2012 | General Fund               | Operating Supplies             | Fastenal-ACH                 | Fasteners, Blades                      | 133.01   |



| Check Number | Check Date | Fund Name                      | Account Name             | Vendor Name                  | Invoice Desc.                        | Amount |
|--------------|------------|--------------------------------|--------------------------|------------------------------|--------------------------------------|--------|
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Byerly's- ACH                | Thanksgiving Supplies for On Duty F  | 28.06  |
| 0            | 01/18/2012 | P & R Contract Maintenance     | Operating Supplies       | North Hgts Hardware Hank-ACH | Window Parts                         | 48.21  |
| 0            | 01/18/2012 | General Fund                   | Conferences              | Hyatt-ACH                    | Conference Lodging-Malinen           | 252.54 |
| 0            | 01/18/2012 | General Fund                   | Miscellaneous            | Which Wich Sandwiches-ACH    | No Receipt                           | 95.07  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Panera Bread-ACH             | Corrections Dept Meeting Pasties & C | 81.58  |
| 0            | 01/18/2012 | Recreation Fund                | Operating Supplies       | Dick's Sporting Goods - ACH  | Electric Air Pumps                   | 60.00  |
| 0            | 01/18/2012 | Recreation Fund                | Operating Supplies       | Dick's Sporting Goods - ACH  | Electric Air Pumps                   | 59.96  |
| 0            | 01/18/2012 | General Fund                   | Miscellaneous            | Linder's Garden Ctr-ACH      | Decorating Supplies                  | 127.34 |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Certified Laboratories-ACH   | Supplies                             | 302.84 |
| 0            | 01/18/2012 | Storm Drainage                 | Operating Supplies       | Certified Laboratories-ACH   | Poly, Brillance Aerosol              | 205.58 |
| 0            | 01/18/2012 | General Fund                   | Miscellaneous            | Michaels-ACH                 | Decorating Supplies                  | 85.77  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Target- ACH                  | Thanksgiving Supplies for On Duty F  | 166.88 |
| 0            | 01/18/2012 | P & R Contract Maintenance     | Miscellaneous            | North Hgts Hardware Hank-ACH | No Receipt                           | 18.28  |
| 0            | 01/18/2012 | Recreation Fund                | Operating Supplies       | Staples-ACH                  | Office Supplies                      | 31.89  |
| 0            | 01/18/2012 | P & R Contract Maintenance     | Operating Supplies       | MPLS Meters-ACH              | Parking for Parks Master Plan        | 3.00   |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Hisdahl Inc-ACH              | Plaques                              | 101.77 |
| 0            | 01/18/2012 | General Fund                   | Office Supplies          | S & T Office Products-ACH    | Office Supplies                      | 102.58 |
| 0            | 01/18/2012 | License Center                 | Office Supplies          | S & T Office Products-ACH    | Office Supplies                      | 536.68 |
| 0            | 01/18/2012 | Police Forfeiture Fund         | Professional Services    | Suburban Ace Hardware-ACH    | Level                                | 18.74  |
| 0            | 01/18/2012 | Police Forfeiture Fund         | Professional Services    | Michaels-ACH                 | Supplies                             | 34.23  |
| 0            | 01/18/2012 | Sanitary Sewer                 | Operating Supplies       | Suburban Ace Hardware-ACH    | Duct Tape                            | 10.70  |
| 0            | 01/18/2012 | Recreation Fund                | Operating Supplies       | Michaels-ACH                 | Supplies                             | 3.85   |
| 0            | 01/18/2012 | Water Fund                     | Operating Supplies       | Suburban Ace Hardware-ACH    | Pipe, Couplings                      | 44.94  |
| 0            | 01/18/2012 | Information Technology         | Operating Supplies       | General Nanosystems-ACH      | Server Fan                           | 46.05  |
| 0            | 01/18/2012 | Recreation Donations           | Operating Supplies       | Office Depot- ACH            | Olympian Display                     | 683.40 |
| 0            | 01/18/2012 | P & R Contract Maintenance     | Miscellaneous            | Backyard City-ACH            | No Receipt                           | 52.25  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Suburban Ace Hardware-ACH    | Scrapers                             | 19.04  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Amazon.com- ACH              | Station Supplies                     | 21.31  |
| 0            | 01/18/2012 | General Fund                   | 209001 - Use Tax Payable | Amazon.com- ACH              | Sales/Use Tax                        | -1.37  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Target- ACH                  | Property Room Bins                   | 38.53  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Aurelio's Pizza-ACH          | Fire Meeting Food                    | 61.61  |
| 0            | 01/18/2012 | Water Fund                     | Operating Supplies       | Fastenal-ACH                 | Fasteners                            | 6.07   |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Suburban Ace Hardware-ACH    | Muriatic Acit                        | 3.74   |
| 0            | 01/18/2012 | P & R Contract Maintenance     | Minor Equipment          | North Hgts Hardware Hank-ACH | Window Parts                         | 36.37  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Office Depot- ACH            | Digital Camera Memory Card           | 13.92  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Target- ACH                  | Fire Meeting Food                    | 54.01  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Suburban Ace Hardware-ACH    | Chain Saw Sharpening                 | 42.00  |
| 0            | 01/18/2012 | General Fund                   | Vehicle Supplies         | PTS Tool Supply-ACH          | Tools                                | 96.53  |
| 0            | 01/18/2012 | General Fund                   | Operating Supplies       | Buy.com- ACH                 | DVD's                                | 167.69 |
| 0            | 01/18/2012 | General Fund                   | 209001 - Use Tax Payable | Buy.com- ACH                 | Sales/Use Tax                        | -10.79 |
| 0            | 01/18/2012 | Information Technology         | Contract Maintenance     | Local Link, Inc.-ACH         | DNS Hosting                          | 107.50 |
| 0            | 01/18/2012 | Housing & Redevelopment Agency | Professional Services    | Vroman Systems-ACH           | Subscription                         | 19.95  |
| 0            | 01/18/2012 | General Fund                   | Op Supplies - City Hall  | ENM Co-ACH                   | Electrical Counter                   | 78.63  |
| 0            | 01/18/2012 | General Fund                   | 209001 - Use Tax Payable | ENM Co-ACH                   | Sales/Use Tax                        | -5.06  |

| Check Number | Check Date | Fund Name                   | Account Name                   | Vendor Name                      | Invoice Desc.                         | Amount     |
|--------------|------------|-----------------------------|--------------------------------|----------------------------------|---------------------------------------|------------|
| 0            | 01/18/2012 | Recreation Fund             | Operating Supplies             | Vac That Thing Up-ACH            | Wood Floor Cleaner                    | 182.90     |
| 0            | 01/18/2012 | Recreation Improvements     | Hockey Rink Board Upgrades     | Menards-ACH                      | Rink Repairs                          | 74.12      |
| 0            | 01/18/2012 | Info Tech/Contract Cities   | Arden Hills Computer Equipment | Sears Roebuck-ACH                | Conference Rooms Monitor-Arden H      | 3,020.89   |
| 0            | 01/18/2012 | Recreation Fund             | Operating Supplies             | Hallman Sales-ACH                | Die Cut Letters                       | 135.16     |
|              |            |                             |                                |                                  |                                       | <hr/>      |
| Check Total: |            |                             |                                |                                  |                                       | 10,372.24  |
| 0            | 01/18/2012 | Sanitary Sewer              | Metro Waste Control Board      | Metropolitan Council             | Wastewater Flow                       | 216,212.95 |
| 0            | 01/18/2012 | Telephone                   | PSTN-PRI Access/DID Allocation | FSH Communications-LLC           | Payphone Advantage                    | 64.13      |
| 0            | 01/18/2012 | General Fund                | 211000 - Deferered Comp.       | ICMA Retirement Trust 457-300227 | Payroll Deduction for 1/10/12 Payroll | 4,979.03   |
| 0            | 01/18/2012 | General Fund                | 210600 - Union Dues Deduction  | MN Teamsters #320                | Payroll Deduction for January Union   | 327.00     |
| 0            | 01/18/2012 | General Fund                | 210600 - Union Dues Deduction  | LELS                             | Payroll Deduction for 1/10/12 Payroll | 1,596.00   |
| 0            | 01/18/2012 | General Fund                | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement          | 192.31     |
| 0            | 01/18/2012 | General Fund                | 211402 - Flex Spending Health  |                                  | Flexible Benefit Reimbursement        | 37.80      |
| 0            | 01/18/2012 | General Fund                | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement          | 136.00     |
| 0            | 01/18/2012 | License Center              | Rental                         | Gaughan Properties               | Motor Vehicle Rent                    | 4,585.56   |
| 0            | 01/18/2012 | General Fund                | 211402 - Flex Spending Health  |                                  | Flexible Benefit Reimbursement        | 377.31     |
| 0            | 01/18/2012 | Sanitary Sewer              | Professional Services          | Ecoenvelopes, LLC                | December Sec 3 Utility Billing        | 136.66     |
| 0            | 01/18/2012 | Water Fund                  | Professional Services          | Ecoenvelopes, LLC                | December Sec 3 Utility Billing        | 136.66     |
| 0            | 01/18/2012 | Storm Drainage              | Professional Services          | Ecoenvelopes, LLC                | December Sec 3 Utility Billing        | 136.67     |
| 0            | 01/18/2012 | General Fund                | Memberships & Subscriptions    | ATOM                             | 2012 Annual Dues                      | 200.00     |
| 0            | 01/18/2012 | General Fund                | Professional Services          | City of St. Paul                 | 2012 RMS License Fee                  | 377.93     |
| 0            | 01/18/2012 | Recreation Fund             | Professional Services          | Prowire, Inc.                    | Security Monitoring-2012              | 256.50     |
| 0            | 01/18/2012 | General Fund                | Contract Maint. - City Hall    | Life Safety Systems              | Annual Monitoring Charge 2012         | 347.34     |
| 0            | 01/18/2012 | General Fund                | Motor Fuel                     | Yocum Oil                        | Fuel                                  | 11,432.40  |
| 0            | 01/18/2012 | License Center              | Professional Services          | Advanced Graphix, Inc.           | Courier Service                       | 151.62     |
| 0            | 01/18/2012 | Info Tech/Contract Cities   | North St. Paul Computer Equip  | Newegg Computers, Inc.           | Computer Equipment                    | 910.12     |
| 0            | 01/18/2012 | Info Tech/Contract Cities   | Use Tax Payable                | Newegg Computers, Inc.           | Sales/Use Tax                         | -58.55     |
| 0            | 01/18/2012 | Info Tech/Contract Cities   | North St. Paul Computer Equip  | Newegg Computers, Inc.           | Computer Equipment                    | 23.49      |
| 0            | 01/18/2012 | Info Tech/Contract Cities   | Use Tax Payable                | Newegg Computers, Inc.           | Sales/Use Tax                         | -1.51      |
| 0            | 01/18/2012 | Solid Waste Recycle         | Professional Services          | Eureka Recycling                 | Curbside Recycling                    | 39,515.28  |
| 0            | 01/18/2012 | General Fund                | Operating Supplies City Garage | Eagle Clan, Inc                  | Latex Gloves, Restroom Supplies       | 495.25     |
| 0            | 01/18/2012 | General Fund                | Vehicles & Equipment           | Ziegler Inc                      | Transportation                        | 150.00     |
|              |            |                             |                                |                                  |                                       | <hr/>      |
| Check Total: |            |                             |                                |                                  |                                       | 282,717.95 |
| 0            | 01/26/2012 | Risk Management             | Employer Insurance             | Delta Dental Plan of Minnesota   | Dental Insurance Premium-Dec 2011     | 4,492.33   |
| 0            | 01/26/2012 | General Fund                | 211402 - Flex Spending Health  |                                  | Flexible benefit Reimbursement        | 452.01     |
| 0            | 01/26/2012 | Street Construction         | Cty Rd C2 Traffic Study        | SRF Consulting Group, Inc.       | Professional Services Through Dec 31  | 431.04     |
| 0            | 01/26/2012 | Water Fund                  | Operating Supplies             | City of St. Paul                 | Asphalt Mix                           | 541.30     |
| 0            | 01/26/2012 | General Fund                | Contract Maintenance           | City of St. Paul                 | Radio Service-Dec 2011                | 97.50      |
| 0            | 01/26/2012 | Information Technology      | Transportation                 | Shaun Shaver                     | Mileage Reimbursement                 | 37.19      |
| 0            | 01/26/2012 | Information Technology      | Transportation                 | Mark Mayfield                    | Mileage Reimbursement                 | 108.78     |
| 0            | 01/26/2012 | General Fund                | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement          | 192.25     |
| 0            | 01/26/2012 | TIF District #17-Twin Lakes | Professional Services          | Ratwik, Roszak & Maloney, PA     | Twin Lakes Pkwy Services              | 3,977.17   |

| Check Number | Check Date | Fund Name                  | Account Name                   | Vendor Name                           | Invoice Desc.                        | Amount     |
|--------------|------------|----------------------------|--------------------------------|---------------------------------------|--------------------------------------|------------|
| 0            | 01/26/2012 | Community Development      | Building Surcharge             | MN Dept of Labor and Industry         | Building Permit Surcharges           | 3,922.70   |
| 0            | 01/26/2012 | Community Development      | Miscellaneous Revenue          | MN Dept of Labor and Industry         | Building Permit Surcharges-Retentior | -78.45     |
| 0            | 01/26/2012 | General Fund               | Contract Maint.- Old City Hall | Yale Mechanical, LLC                  | Boiler Repair                        | 556.50     |
| 0            | 01/26/2012 | General Fund               | Contract Maint. - City Hall    | Yale Mechanical, LLC                  | Boiler Repair                        | 1,477.50   |
| 0            | 01/26/2012 | Recreation Fund            | Contract Maintenance           | Printers Service Inc                  | Ice Knife Sharpening                 | 338.00     |
| 0            | 01/26/2012 | Water Fund                 | Professional Services          | Gopher State One Call                 | Annual Assessment Damage Preventi    | 50.00      |
| 0            | 01/26/2012 | Sanitary Sewer             | Professional Services          | Gopher State One Call                 | Annual Assessment Damage Preventi    | 50.00      |
| 0            | 01/26/2012 | Police - DWI Enforcement   | Professional Services          | Erickson, Bell, Beckman & Quinn P.A.  | Professional Services                | 210.00     |
| 0            | 01/26/2012 | General Fund               | Professional Services          | Erickson, Bell, Beckman & Quinn P.A.  | Prosecution Services Through Dec 31  | 11,435.00  |
| 0            | 01/26/2012 | Water Fund                 | Contract Maintenance           | Xcel Energy                           | Gas Main Repair                      | 7,090.03   |
| 0            | 01/26/2012 | General Fund               | Utilities                      | Xcel Energy                           | Civil Defense                        | 62.60      |
| 0            | 01/26/2012 | Golf Course                | Utilities                      | Xcel Energy                           | Golf                                 | 479.29     |
| 0            | 01/26/2012 | General Fund               | Utilities                      | Xcel Energy                           | Fire Stations                        | 2,565.55   |
| 0            | 01/26/2012 | P & R Contract Maintenance | Utilities                      | Xcel Energy                           | P&R                                  | 2,804.07   |
| 0            | 01/26/2012 | Sanitary Sewer             | Utilities                      | Xcel Energy                           | Sewer                                | 104.36     |
| 0            | 01/26/2012 | Recreation Fund            | Utilities                      | Xcel Energy                           | Skating                              | 2,558.51   |
| 0            | 01/26/2012 | General Fund               | Utilities                      | Xcel Energy                           | Taffic Signal and Street Lights      | 4,162.48   |
| 0            | 01/26/2012 | Storm Drainage             | Utilities                      | Xcel Energy                           | Arona Lift Station                   | 17.15      |
| 0            | 01/26/2012 | Water Fund                 | Utilities                      | Xcel Energy                           | Water Tower                          | 4,167.26   |
| 0            | 01/26/2012 | General Fund               | Utilities                      | Xcel Energy                           | Street Light                         | 13,849.94  |
| 0            | 01/26/2012 | General Fund               | Contract Maint. - City Hall    | Pro-Tec Design, Inc.                  | Security System Repair               | 459.33     |
| 0            | 01/26/2012 | Recreation Improvements    | Tennis Crt Lighting: Rosebrook | Muska Electric Co                     | Light Pole Repair                    | 156.38     |
| 0            | 01/26/2012 | P & R Contract Maintenance | Operating Supplies             | General Industrial Supply Co.         | Bandit Strap                         | 80.92      |
| 0            | 01/26/2012 | General Fund               | Vehicle Supplies               | Grainger Inc                          | Calendar                             | 36.36      |
| 0            | 01/26/2012 | Recreation Fund            | Contract Maintenance           | Green View Inc.                       | Ice Arena Cleaning                   | 2,238.78   |
| 0            | 01/26/2012 | Non Motorized Pathways     | NESCC-Fairview Pathway         | Element Materials Tech-St. Paul, Inc. | Mechanical Analysis, Report Preparat | 115.88     |
| 0            | 01/26/2012 | General Fund               | Vehicle Supplies               | Larson Companies                      | Filters                              | 601.62     |
| 0            | 01/26/2012 | General Fund               | Operating Supplies             | Streicher's                           | Badges                               | 96.19      |
| 0            | 01/26/2012 | General Fund               | Clothing                       | Streicher's                           | Parka Liners, Jackets                | 248.66     |
| 0            | 01/26/2012 | General Fund               | Other Improvements             | Streicher's                           | Titan Vests                          | 4,704.00   |
| 0            | 01/26/2012 | General Fund               | Other Improvements             | Streicher's                           | Titan Vests                          | 1,602.00   |
| 0            | 01/26/2012 | Police Forfeiture Fund     | Professional Services          | Streicher's                           | Titan Vests                          | 3,102.00   |
| 0            | 01/26/2012 | General Fund               | Professional Services          | Erickson, Bell, Beckman & Quinn P.A.  | General Civil Matters Through Dec 3  | 12,875.00  |
| 0            | 01/26/2012 | Recreation Fund            | Professional Services          | Mn Volleyball Headquarters, Inc.      | Youth Leagues                        | 2,623.00   |
| 0            | 01/26/2012 | Storm Drainage             | Contract Maintenance           | Infratech, Inc.                       | Emergency Repair of 72" Storm Sewer  | 5,413.51   |
| Check Total: |            |                            |                                |                                       |                                      | 100,505.69 |
| 0            | 01/31/2012 | Sanitary Sewer             | Postage                        | Ecoenvelopes, LLC                     | Utility Billing Section 001          | 290.13     |
| 0            | 01/31/2012 | Water Fund                 | Postage                        | Ecoenvelopes, LLC                     | Utility Billing Section 001          | 290.14     |
| 0            | 01/31/2012 | Storm Drainage             | Postage                        | Ecoenvelopes, LLC                     | Utility Billing Section 001          | 290.13     |
| Check Total: |            |                            |                                |                                       |                                      | 870.40     |
| 0            | 02/02/2012 | Recreation Fund            | Professional Services          | Roseville Area Schools                | Winter/Spring 2012 Brochure Cost     | 797.22     |

| Check Number | Check Date | Fund Name                      | Account Name                   | Vendor Name                      | Invoice Desc.                       | Amount     |
|--------------|------------|--------------------------------|--------------------------------|----------------------------------|-------------------------------------|------------|
| 0            | 02/02/2012 | Community Development          | Training                       | Jan Rosemeyer                    | Mileage Reimbursement               | 12.49      |
| 0            | 02/02/2012 | General Fund                   | Transportation                 | Eileen Nutzmann                  | Mileage Reimbursement               | 31.59      |
| 0            | 02/02/2012 | Municipal Jazz Band            | Professional Services          | Glen Newton                      | Big Band Director-Jan 2012          | 250.00     |
| 0            | 02/02/2012 | Housing & Redevelopment Agency | Miscellaneous                  | Jeanne Kelsey                    | Conference Expenses Reimbursement   | 11.00      |
| 0            | 02/02/2012 | Housing & Redevelopment Agency | Training                       | Jeanne Kelsey                    | Sensible Land Use Conference Reimbt | 48.00      |
| 0            | 02/02/2012 | General Fund                   | 211000 - Deferered Comp.       | ICMA Retirement Trust 457-300227 | Payroll Deduction for 1/24 Payroll  | 5,787.03   |
| 0            | 02/02/2012 | General Fund                   | 210501 - PERA Life Ins. Ded.   | NCPERS Life Ins#7258500          | Payroll Deduction for 1/24 Payroll  | 48.00      |
| 0            | 02/02/2012 | General Fund                   | 210700 - Minnesota Benefit Ded | MN Benefit Association           | Payroll Deduction for 1/24 Payroll  | 1,251.30   |
| 0            | 02/02/2012 | General Fund                   | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement        | 192.31     |
| 0            | 02/02/2012 | General Fund                   | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement        | 204.00     |
| 0            | 02/02/2012 | General Fund                   | Clothing                       | Chad Fierstine                   | Boots Reimbursement                 | 134.99     |
| 0            | 02/02/2012 | Housing & Redevelopment Agency | Transportation                 | Jeanne Kelsey                    | Mileage Reimbursement               | 60.50      |
| 0            | 02/02/2012 | General Fund                   | Transportation                 | Nick Picha                       | Class A Drivers License Reimburse   | 19.00      |
| 0            | 02/02/2012 | Information Technology         | Operating Supplies             | Aaron Seeley                     | Supplies Reimbursement              | 278.50     |
| 0            | 02/02/2012 | General Fund                   | 211402 - Flex Spending Health  |                                  | Flexible Benefit Reimbursement      | 45.00      |
| 0            | 02/02/2012 | License Center                 | Transportation                 | Jill Theisen                     | Mileage Reimbursement               | 177.60     |
| 0            | 02/02/2012 | General Fund                   | 211403 - Flex Spend Day Care   |                                  | Dependent Care Reimbursement        | 384.62     |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Total Tool                       | Cap Screw                           | 88.34      |
| 0            | 02/02/2012 | General Fund                   | Employer Pension               | Roseville Firefighter's Relief   | 2012 City Contribution Estimate     | 255,000.00 |
| 0            | 02/02/2012 | General Fund                   | Operating Supplies City Garage | Goodin Corp.                     | Valves, Brushes                     | 141.25     |
| 0            | 02/02/2012 | Water Fund                     | Operating Supplies             | Goodin Corp.                     | Supplies                            | 71.07      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Midway Ford Co                   | Vehicle Supplies                    | 74.19      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 320.63     |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 426.03     |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies-Credit             | -426.03    |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 68.39      |
| 0            | 02/02/2012 | License Center                 | Contract Maintenance           | Electro Watchman, Inc.           | License Center Security System      | 192.38     |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Napa Auto Parts                  | Seal                                | 38.42      |
| 0            | 02/02/2012 | General Fund                   | 209001 - Use Tax Payable       | Napa Auto Parts                  | Sales/Use Tax                       | -2.47      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Napa Auto Parts                  | V-Belt                              | 5.74       |
| 0            | 02/02/2012 | General Fund                   | 209001 - Use Tax Payable       | Napa Auto Parts                  | Sales/Use Tax                       | -0.37      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Napa Auto Parts                  | V-Belt                              | 5.91       |
| 0            | 02/02/2012 | General Fund                   | 209001 - Use Tax Payable       | Napa Auto Parts                  | Sales/Use Tax                       | -0.38      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Napa Auto Parts                  | V-Belt                              | 5.66       |
| 0            | 02/02/2012 | General Fund                   | 209001 - Use Tax Payable       | Napa Auto Parts                  | Sales/Use Tax                       | -0.36      |
| 0            | 02/02/2012 | License Center                 | Office Supplies                | St. Paul Stamp Works, Inc.       | Notary Stamp                        | 37.75      |
| 0            | 02/02/2012 | Water Fund                     | Professional Services          | Gopher State One Call            | Annual Fee                          | 100.00     |
| 0            | 02/02/2012 | General Fund                   | Operating Supplies             | ARAMARK Services                 | Coffee Supplies                     | 225.19     |
| 0            | 02/02/2012 | Recreation Fund                | Professional Services          | Metro Volleyball Officials       | Volleyball Officiating              | 495.00     |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 68.57      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 15.43      |
| 0            | 02/02/2012 | General Fund                   | Vehicle Supplies               | Factory Motor Parts, Co.         | Vehicle Supplies                    | 6.20       |
| 0            | 02/02/2012 | Recreation Fund                | Professional Services          | Metro Volleyball Officials       | Volleyball Officiating              | 1,182.50   |
| 0            | 02/02/2012 | General Fund                   | Motor Fuel                     | Yocum Oil                        | Fuel                                | 10,887.13  |

| Check Number | Check Date | Fund Name                | Account Name                   | Vendor Name                       | Invoice Desc.                   | Amount     |
|--------------|------------|--------------------------|--------------------------------|-----------------------------------|---------------------------------|------------|
| 0            | 02/02/2012 | License Center           | Professional Services          | Quicksilver Express Courier       | Courier Service                 | 151.62     |
| 0            | 02/02/2012 | General Fund             | Vehicle Supplies               | McMaster-Carr Supply Co           | Propane Gas Torch               | 38.05      |
| 0            | 02/02/2012 | General Fund             | 209001 - Use Tax Payable       | McMaster-Carr Supply Co           | Sales/Use Tax                   | -2.45      |
| 0            | 02/02/2012 | Water Fund               | Water Meters                   | Dakota Supply Group               | Water Meter Supplies            | 892.00     |
| 0            | 02/02/2012 | Water Fund               | Operating Supplies             | Metal Supermarkets                | Pipe                            | 19.37      |
| 0            | 02/02/2012 | General Fund             | Operating Supplies             | Metal Supermarkets                | Tread Plate                     | 113.82     |
| 0            | 02/02/2012 | Sanitary Sewer           | Operating Supplies             | General Industrial Supply Co.     | Supplies                        | 156.99     |
| 0            | 02/02/2012 | Pathway Maintenance Fund | Operating Supplies             | General Industrial Supply Co.     | Supplies                        | 40.31      |
| 0            | 02/02/2012 | Water Fund               | Operating Supplies             | General Industrial Supply Co.     | Supplies                        | 130.67     |
| 0            | 02/02/2012 | General Fund             | Operating Supplies             | General Industrial Supply Co.     | Supplies                        | 10.63      |
| 0            | 02/02/2012 | General Fund             | Operating Supplies City Garage | Grainger Inc                      | Bandages                        | 124.12     |
| 0            | 02/02/2012 | General Fund             | Operating Supplies City Garage | Grainger Inc                      | First Aid Supplies              | 474.22     |
| 0            | 02/02/2012 | General Fund             | Op Supplies - City Hall        | Eagle Clan, Inc                   | Cleaning Supplies               | 374.64     |
| 0            | 02/02/2012 | Information Technology   | Operating Supplies             | SHI International Corp            | Windows Upgrade                 | 127.18     |
| 0            | 02/02/2012 | Information Technology   | Operating Supplies             | SHI International Corp            | Windows Multiple Platform       | 2,133.23   |
| 0            | 02/02/2012 | General Fund             | Vehicle Supplies               | Larson Companies                  | Filters                         | 26.14      |
| 0            | 02/02/2012 | General Fund             | Vehicle Supplies               | Larson Companies                  | Filters, Rotors, Pads           | 844.91     |
| 0            | 02/02/2012 | Water Fund               | Other Improvements             | Ferguson Waterworks               | Water Meter Supplies            | 106.89     |
| 0            | 02/02/2012 | Water Fund               | Operating Supplies             | Ferguson Waterworks               | Water Meter Supplies            | 488.50     |
| 0            | 02/02/2012 | Water Fund               | Operating Supplies             | Ferguson Waterworks               | Water Meter Supplies            | 1,499.56   |
| 0            | 02/02/2012 | Water Fund               | Water Meters                   | Ferguson Waterworks               | Water Meter Supplies            | 796.22     |
| 0            | 02/02/2012 | Water Fund               | Water Meters                   | Ferguson Waterworks               | Water Meter Supplies            | 154.39     |
| Check Total: |            |                          |                                |                                   |                                 | 287,460.33 |
| 65178        | 01/18/2012 | Recreation Fund          | Operating Supplies             | The Advisors Marketing Group Inc  | Tumblers                        | 985.17     |
| 65178        | 01/18/2012 | Recreation Fund          | Use Tax Payable                | The Advisors Marketing Group Inc  | Sales/Use Tax                   | -63.37     |
| Check Total: |            |                          |                                |                                   |                                 | 921.80     |
| 65179        | 01/18/2012 | General Fund             | Memberships & Subscriptions    | AMEM-Assoc. of MN Emerg. Managers | 2012 Annual Dues                | 100.00     |
| Check Total: |            |                          |                                |                                   |                                 | 100.00     |
| 65180        | 01/18/2012 | Police Forfeiture Fund   | Professional Services          | American Messaging                | Interpreter Services            | 367.88     |
| Check Total: |            |                          |                                |                                   |                                 | 367.88     |
| 65181        | 01/18/2012 | Recreation Fund          | Memberships & Subscriptions    | ASCAP, Inc.                       | License Fee                     | 320.00     |
| Check Total: |            |                          |                                |                                   |                                 | 320.00     |
| 65182        | 01/18/2012 | General Fund             | Memberships & Subscriptions    | Assoc of Metro Municipalities     | 2012 Membership Dues            | 4,776.00   |
| Check Total: |            |                          |                                |                                   |                                 | 4,776.00   |
| 65183        | 01/18/2012 | General Fund             | Memberships & Subscriptions    | Paul Baertschi                    | Police Briefs Subscription-2012 | 130.00     |

| Check Number | Check Date | Fund Name              | Account Name                   | Vendor Name                           | Invoice Desc.                   | Amount   |
|--------------|------------|------------------------|--------------------------------|---------------------------------------|---------------------------------|----------|
| Check Total: |            |                        |                                |                                       |                                 | 130.00   |
| 65184        | 01/18/2012 | Recreation Fund        | Memberships & Subscriptions    | BMI, Inc.                             | Annual Fee                      | 288.00   |
| Check Total: |            |                        |                                |                                       |                                 | 288.00   |
| 65185        | 01/18/2012 | Fire Station 2011      | Professional Services          | Braun Intertec Corporation            | Project Management-Fire Station | 1,334.50 |
| Check Total: |            |                        |                                |                                       |                                 | 1,334.50 |
| 65186        | 01/18/2012 | Solid Waste Recycle    | Furniture & Fixtures           | Busch Systems International, Inc      | Wastewater Supplies             | 297.38   |
| 65186        | 01/18/2012 | Solid Waste Recycle    | Use Tax Payable                | Busch Systems International, Inc      | Sales/Use Tax                   | -19.13   |
| Check Total: |            |                        |                                |                                       |                                 | 278.25   |
| 65187        | 01/18/2012 | General Fund           | Memberships & Subscriptions    | Capitol City Reg 1 Firefighters Assn. | 2012 Dues                       | 50.00    |
| Check Total: |            |                        |                                |                                       |                                 | 50.00    |
| 65188        | 01/18/2012 | Water Fund             | Hydrant Meter Deposits         | Central Landscaping, Inc.             | Hydrant Meter Refund            | 1,100.00 |
| Check Total: |            |                        |                                |                                       |                                 | 1,100.00 |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 91.16    |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 56.27    |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 200.04   |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 311.84   |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 172.11   |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 86.06    |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 39.18    |
| 65189        | 01/18/2012 | Telephone              | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                       | 101.98   |
| Check Total: |            |                        |                                |                                       |                                 | 1,058.64 |
| 65190        | 01/18/2012 | Information Technology | Accounts Payable               | City of Forest Lake                   | Paid on Wrong Invoice           | 386.00   |
| Check Total: |            |                        |                                |                                       |                                 | 386.00   |
| 65191        | 01/18/2012 | General Fund           | Non Business Licenses - Pawn   | City of Minneapolis Receivables       | Pawn Transaction Fees-Dec 2011  | 1,219.80 |
| Check Total: |            |                        |                                |                                       |                                 | 1,219.80 |
| 65192        | 01/18/2012 | Information Technology | Telephone                      | City of North St. Paul                | Data Interconnects              | 600.00   |
| 65192        | 01/18/2012 | Information Technology | Telephone                      | City of North St. Paul                | 511 Billing Interconnects       | 1,900.00 |
| Check Total: |            |                        |                                |                                       |                                 | 2,500.00 |
| 65193        | 01/18/2012 | Telecommunications     | Professional Services          | CivicPlus                             | Annual Hosting & Support Fee    | 6,558.00 |
| Check Total: |            |                        |                                |                                       |                                 | 6,558.00 |

| Check Number | Check Date | Fund Name                    | Account Name                  | Vendor Name                           | Invoice Desc.                         | Amount    |
|--------------|------------|------------------------------|-------------------------------|---------------------------------------|---------------------------------------|-----------|
| 65194        | 01/18/2012 | Recreation Fund              | Advertising                   | Dex Media East LLC                    | Yellow Pages Advertising              | 41.05     |
| 65194        | 01/18/2012 | Golf Course                  | Advertising                   | Dex Media East LLC                    | Yellow Pages Advertising              | 41.05     |
| Check Total: |            |                              |                               |                                       |                                       | 82.10     |
| 65195        | 01/18/2012 | General Fund                 | 211200 - Financial Support    | Diversified Collection Services, Inc. |                                       | 210.24    |
| Check Total: |            |                              |                               |                                       |                                       | 210.24    |
| 65196        | 01/18/2012 | General Fund                 | Const. Operating Supplies     | DLT Solutions, Inc.                   | 1 yr subscription AutoCAD Civil 3D    | 2,835.87  |
| Check Total: |            |                              |                               |                                       |                                       | 2,835.87  |
| 65197        | 01/18/2012 | T.I.F. District # 15 (Allen) | TIF Payment                   | Fairview H A Associates LLC           | 2nd Half 2011 TIF Payment             | 12,396.85 |
| Check Total: |            |                              |                               |                                       |                                       | 12,396.85 |
| 65198        | 01/18/2012 | Information Technology       | Contract Maintenance          | FWR Communication Networks            | Optical Cross Connect                 | 200.00    |
| Check Total: |            |                              |                               |                                       |                                       | 200.00    |
| 65199        | 01/18/2012 | General Fund                 | Contractual Maintenance       | GovernmentJobs.com, Inc.              | 2012 License Fee                      | 1,999.00  |
| Check Total: |            |                              |                               |                                       |                                       | 1,999.00  |
| 65200        | 01/18/2012 | Information Technology       | Operating Supplies            | Hewlett Packard-Commercial Repairs    | Video Card                            | 89.78     |
| 65200        | 01/18/2012 | Information Technology       | Operating Supplies            | Hewlett Packard-Commercial Repairs    | Monitors                              | 406.13    |
| 65200        | 01/18/2012 | Information Technology       | Computer Equipment            | Hewlett Packard-Commercial Repairs    | Computer Equipment                    | 1,391.21  |
| 65200        | 01/18/2012 | Information Technology       | Computer Equipment            | Hewlett Packard-Commercial Repairs    | Computer Equipment                    | 3,456.64  |
| Check Total: |            |                              |                               |                                       |                                       | 5,343.76  |
| 65201        | 01/18/2012 | Police Forfeiture Fund       | Professional Services         | Houck Transit Advertising             | Vinyl Lettering for Front Lobby       | 160.31    |
| 65201        | 01/18/2012 | Police Forfeiture Fund       | Use Tax Payable               | Houck Transit Advertising             | Sales/Use Tax                         | -10.31    |
| Check Total: |            |                              |                               |                                       |                                       | 150.00    |
| 65202        | 01/18/2012 | General Fund                 | 211600 - PERA Employers Share | ICMA Retirement Trust 401-109956      | Payroll Deduction for 1/10/12 Payroll | 541.43    |
| Check Total: |            |                              |                               |                                       |                                       | 541.43    |
| 65203        | 01/18/2012 | General Fund                 | 211202 - HRA Employer         | ING ReliaStar                         | January Contribution                  | 9,531.00  |
| Check Total: |            |                              |                               |                                       |                                       | 9,531.00  |
| 65204        | 01/18/2012 | General Fund                 | Memberships & Subscriptions   | IPMA-HR MN                            | 2012 Dues & Conference Registrator    | 90.00     |
| Check Total: |            |                              |                               |                                       |                                       | 90.00     |
| 65205        | 01/18/2012 | Water Fund                   | Professional Services         | KorTerra Inc.                         | 2012 KorWeb Mobile Fee                | 124.69    |
| 65205        | 01/18/2012 | Sanitary Sewer               | Professional Services         | KorTerra Inc.                         | 2012 KorWeb Mobile Fee                | 124.69    |
| 65205        | 01/18/2012 | Storm Drainage               | Professional Services         | KorTerra Inc.                         | 2012 KorWeb Mobile Fee                | 124.68    |



| Check Number | Check Date | Fund Name              | Account Name                  | Vendor Name                     | Invoice Desc.                        | Amount    |
|--------------|------------|------------------------|-------------------------------|---------------------------------|--------------------------------------|-----------|
| Check Total: |            |                        |                               |                                 |                                      | 374.06    |
| 65206        | 01/18/2012 | Non Motorized Pathways | NESCC-Fairview Pathway        | Land Title, Inc.                | Fairview Easement                    | 18,200.00 |
| Check Total: |            |                        |                               |                                 |                                      | 18,200.00 |
| 65207        | 01/18/2012 | General Fund           | Contractual Maintenance       | Law Enforcement Tech Group, LLC | 2012 Software Maintenance & Suppo    | 45,678.56 |
| 65207        | 01/18/2012 | General Fund           | Professional Services         | Law Enforcement Tech Group, LLC | Custom Software Development          | 450.00    |
| Check Total: |            |                        |                               |                                 |                                      | 46,128.56 |
| 65208        | 01/18/2012 | General Fund           | Conferences                   | League of MN Cities             | Leadership Conference                | 220.00    |
| Check Total: |            |                        |                               |                                 |                                      | 220.00    |
| 65209        | 01/18/2012 | General Fund           | 210600 - Union Dues Deduction | Local Union 49                  | Payroll Deduction for Jan Union Due: | 928.00    |
| Check Total: |            |                        |                               |                                 |                                      | 928.00    |
| 65210        | 01/18/2012 | Water Fund             | Accounts Payable              | JIM LUGER                       | Refund Check                         | 17.52     |
| Check Total: |            |                        |                               |                                 |                                      | 17.52     |
| 65211        | 01/18/2012 | Water Fund             | Accounts Payable              | HAROLD MARTIN                   | Refund Check                         | 37.85     |
| 65211        | 01/18/2012 | Sanitary Sewer         | Accounts Payable              | HAROLD MARTIN                   | Refund Check                         | 7.19      |
| Check Total: |            |                        |                               |                                 |                                      | 45.04     |
| 65212        | 01/18/2012 | Information Technology | Contract Maintenance          | McAfee, Inc.                    | Disaster Recovery Service            | 724.47    |
| Check Total: |            |                        |                               |                                 |                                      | 724.47    |
| 65213        | 01/18/2012 | License Center         | Memberships & Subscriptions   | MDRA Treasurer-Paula Anderson   | 2012 Membership Dues                 | 575.00    |
| Check Total: |            |                        |                               |                                 |                                      | 575.00    |
| 65214        | 01/18/2012 | Recreation Fund        | Operating Supplies            | MIAMA                           | 2012 Dues                            | 145.00    |
| Check Total: |            |                        |                               |                                 |                                      | 145.00    |
| 65215        | 01/18/2012 | Water Fund             | Hydrant Meter Deposits        | Michels Pipe Service            | Hydrant Meter Refund                 | 1,100.00  |
| Check Total: |            |                        |                               |                                 |                                      | 1,100.00  |
| 65216        | 01/18/2012 | General Fund           | Memberships & Subscriptions   | MN Chiefs of Police Assoc       | Annual Dues                          | 655.00    |
| Check Total: |            |                        |                               |                                 |                                      | 655.00    |
| 65217        | 01/18/2012 | Water Fund             | State surcharge - Water       | MN Dept of Health               | Water Service Connection Fee-4th Qt  | 16,151.22 |
| Check Total: |            |                        |                               |                                 |                                      | 16,151.22 |



| Check Number | Check Date | Fund Name                | Account Name                  | Vendor Name                              | Invoice Desc.                    | Amount    |
|--------------|------------|--------------------------|-------------------------------|------------------------------------------|----------------------------------|-----------|
| 65218        | 01/18/2012 | Workers Compensation     | Insurance                     | Mn Dept of Labor & Industry              | 2011 Special Comp Fund Assess.   | 7,657.00  |
|              |            |                          |                               |                                          | Check Total:                     | 7,657.00  |
| 65219        | 01/18/2012 | Risk Management          | Memberships & Subscriptions   | MN PRIMA                                 | Membership Renewal               | 40.00     |
|              |            |                          |                               |                                          | Check Total:                     | 40.00     |
| 65221        | 01/18/2012 | General Fund             | Memberships & Subscriptions   | MN State Fire Chiefs Associati           | 2012 Dues                        | 291.00    |
|              |            |                          |                               |                                          | Check Total:                     | 291.00    |
| 65222        | 01/18/2012 | General Fund             | Conferences                   | MPERLA                                   | Conference Registration-Bacon    | 140.00    |
|              |            |                          |                               |                                          | Check Total:                     | 140.00    |
| 65223        | 01/18/2012 | Police Vehicle Revolving | Capital Outlay                | National Camera Exchange                 | Camera Equipment                 | 1,554.87  |
|              |            |                          |                               |                                          | Check Total:                     | 1,554.87  |
| 65224        | 01/18/2012 | Recreation Fund          | Professional Services         | National Recreation and Park Association | CAPRA 2012 Annual Fee            | 240.00    |
|              |            |                          |                               |                                          | Check Total:                     | 240.00    |
| 65225        | 01/18/2012 | Recreation Fund          | Memberships & Subscriptions   | North Suburban Gavel Assn                | 2012 Membership Dues             | 15.00     |
|              |            |                          |                               |                                          | Check Total:                     | 15.00     |
| 65226        | 01/18/2012 | General Fund             | Police Explorer Program       | Northern Star Council                    | Exploring Post Renewal           | 170.00    |
|              |            |                          |                               |                                          | Check Total:                     | 170.00    |
| 65227        | 01/18/2012 | General Fund             | Professional Services         | Northwest Youth & Family Serv.           | 2012 City Participation Amount   | 51,225.00 |
|              |            |                          |                               |                                          | Check Total:                     | 51,225.00 |
| 65228        | 01/18/2012 | Community Development    | Rental Registrations          | Owasso Properties LLC                    | Rental Registration Fee Refund   | 25.00     |
|              |            |                          |                               |                                          | Check Total:                     | 25.00     |
| 65229        | 01/18/2012 | General Fund             | Professional Services         | Personnel Decisions Intl, Inc            | Executive Assistant Test Battery | 500.00    |
|              |            |                          |                               |                                          | Check Total:                     | 500.00    |
| 65230        | 01/18/2012 | General Fund             | 211401- HSA Employee          | Premier Bank                             | HSA                              | 2,180.70  |
| 65230        | 01/18/2012 | General Fund             | 211406 - Medical Ins Employer | Premier Bank                             | HSA                              | 8,430.00  |
|              |            |                          |                               |                                          | Check Total:                     | 10,610.70 |
| 65231        | 01/18/2012 | General Fund             | Contract Maint. - City Garage | Qqest Software Systems                   | Service Agreement-2012           | 389.00    |
|              |            |                          |                               |                                          | Check Total:                     | 389.00    |

| Check Number | Check Date | Fund Name                | Account Name                  | Vendor Name                                                                           | Invoice Desc.                  | Amount   |
|--------------|------------|--------------------------|-------------------------------|---------------------------------------------------------------------------------------|--------------------------------|----------|
| 65232        | 01/18/2012 | Water Fund               | Accounts Payable              | HAROLD QUIMBY                                                                         | Refund Check                   | 25.38    |
| 65232        | 01/18/2012 | Sanitary Sewer           | Accounts Payable              | HAROLD QUIMBY                                                                         | Refund Check                   | 10.82    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 36.20    |
| 65233        | 01/18/2012 | License Center           | Memberships & Subscriptions   | Ramsey County Public Health                                                           | Notary Renewal-Theisen         | 20.00    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 20.00    |
| 65234        | 01/18/2012 | General Fund             | Memberships & Subscriptions   | Ramsey Cty Chief of Police Assn.                                                      | 2012 Membership                | 75.00    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 75.00    |
| 65235        | 01/18/2012 | General Fund             | Miscellaneous                 | RCLLG                                                                                 | 2012 Membership Dues           | 1,000.00 |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 1,000.00 |
| 65236        | 01/18/2012 | Water Fund               | Accounts Payable              | TERRY RECORDS                                                                         | Refund Check                   | 67.63    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 67.63    |
| 65237        | 01/18/2012 | Singles Program          | Operating Supplies            | Ron Rieschl                                                                           | Singles Supplies Reimbursement | 20.00    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 20.00    |
| 65238        | 01/18/2012 | General Fund             | Training                      | South Metro Public Safety                                                             | 2012 Registration Fee          | 475.00   |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 475.00   |
| 65239        | 01/18/2012 | General Fund             | 210900 - Long Term Disability | Standard Insurance Company                                                            | January Payment                | 2,447.75 |
| 65239        | 01/18/2012 | General Fund             | 210502 - Life Ins. Employer   | Standard Insurance Company                                                            | January Payment                | 1,210.40 |
| 65239        | 01/18/2012 | General Fund             | 210500 - Life Ins. Employee   | Standard Insurance Company                                                            | January Payment                | 2,302.43 |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 5,960.58 |
| 65240        | 01/18/2012 | General Fund             | 211200 - Financial Support    | Steward, Zlimen & Jungers, LTD                                                        | Case #: 09-06243-0             | 68.90    |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 68.90    |
| 65241        | 01/18/2012 | General Fund             | 211402 - Flex Spending Health |  | Flexible Benefit Reimbursement | 161.95   |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 161.95   |
| 65242        | 01/18/2012 | Police - DWI Enforcement | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 90.84    |
| 65242        | 01/18/2012 | General Fund             | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 90.84    |
| 65242        | 01/18/2012 | Police - DWI Enforcement | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 90.84    |
| 65242        | 01/18/2012 | Police - DWI Enforcement | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 90.84    |
| 65242        | 01/18/2012 | Police - DWI Enforcement | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 90.84    |
| 65242        | 01/18/2012 | Police - DWI Enforcement | Professional Services         | Twin Cities Transport & Recove                                                        | Towing Service                 | 271.13   |
|              |            |                          |                               |                                                                                       |                                | <hr/>    |
| Check Total: |            |                          |                               |                                                                                       |                                | 725.33   |

| Check Number | Check Date | Fund Name                    | Account Name                | Vendor Name                  | Invoice Desc.                           | Amount    |
|--------------|------------|------------------------------|-----------------------------|------------------------------|-----------------------------------------|-----------|
| 65243        | 01/18/2012 | General Fund                 | Memberships & Subscriptions | USPCA Region 12              | Membership Dues-Gray, Jennings          | 80.00     |
|              |            |                              |                             |                              | Check Total:                            | 80.00     |
| 65244        | 01/18/2012 | Workers Compensation         | Insurance                   | WCRA                         | Annual Premium                          | 25,681.79 |
|              |            |                              |                             |                              | Check Total:                            | 25,681.79 |
| 65245        | 01/18/2012 | General Fund                 | Vehicle Supplies            | Wyco Inc                     | Carburator                              | 85.61     |
|              |            |                              |                             |                              | Check Total:                            | 85.61     |
| 65246        | 01/18/2012 | Information Technology       | Telephone                   | XO Communications Inc.       | Telephone                               | 1,414.81  |
|              |            |                              |                             |                              | Check Total:                            | 1,414.81  |
| 65247        | 01/25/2012 | General Fund                 | Training                    | MCMA                         | Mid Winter Seminar-Malinen              | 175.00    |
|              |            |                              |                             |                              | Check Total:                            | 175.00    |
| 65248        | 01/26/2012 | Information Technology       | Contract Maintenance        | Access Communications Inc    | Technician Labor                        | 83.02     |
| 65248        | 01/26/2012 | Information Technology       | Contract Maintenance        | Access Communications Inc    | Locator Labor                           | 153.02    |
| 65248        | 01/26/2012 | Information Technology       | Contract Maintenance        | Access Communications Inc    | Fiber Route Design, Register, Setup     | 720.00    |
| 65248        | 01/26/2012 | Central Svcs Equip Revolving | Other Improvements          | Access Communications Inc    | Installation of Fiber to Brimhall and F | 42,580.98 |
|              |            |                              |                             |                              | Check Total:                            | 43,537.02 |
| 65249        | 01/26/2012 | Water Fund                   | Operating Supplies          | Barton Sand & Gravel Co.     | Select Granular                         | 4,320.57  |
|              |            |                              |                             |                              | Check Total:                            | 4,320.57  |
| 65250        | 01/26/2012 | General Fund                 | Professional Services       | BCA                          | Seven Units For Three Months            | 840.00    |
|              |            |                              |                             |                              | Check Total:                            | 840.00    |
| 65251        | 01/26/2012 | Fire Station 2011            | Professional Services       | Braun Intertec Corporation   | Professional Services Through 12/31/    | 3,092.00  |
|              |            |                              |                             |                              | Check Total:                            | 3,092.00  |
| 65252        | 01/26/2012 | General Fund                 | Professional Services       | Brighton Veterinary Hospital | Animal Control Nov & Dec 2011           | 1,300.00  |
|              |            |                              |                             |                              | Check Total:                            | 1,300.00  |
| 65253        | 01/26/2012 | General Fund                 | Clothing                    | Cintas Corporation #470      | Uniform Cleaning                        | 30.60     |
| 65253        | 01/26/2012 | P & R Contract Maintenance   | Clothing                    | Cintas Corporation #470      | Uniform Cleaning                        | 8.60      |
|              |            |                              |                             |                              | Check Total:                            | 39.20     |
| 65254        | 01/26/2012 | P & R Contract Maintenance   | Operating Supplies          | Clean-Flo International      | Vane Compressor, Filters                | 456.45    |
| 65254        | 01/26/2012 | P & R Contract Maintenance   | Use Tax Payable             | Clean-Flo International      | Sales/Use Tax                           | -29.36    |
|              |            |                              |                             |                              | Check Total:                            | 427.09    |

| Check Number | Check Date | Fund Name                  | Account Name                   | Vendor Name                    | Invoice Desc.                       | Amount   |
|--------------|------------|----------------------------|--------------------------------|--------------------------------|-------------------------------------|----------|
| 65255        | 01/26/2012 | Information Technology     | Telephone                      | Comcast Cable                  | Telephone                           | 147.14   |
| Check Total: |            |                            |                                |                                |                                     | 147.14   |
| 65256        | 01/26/2012 | Charitable Gambling        | Professional Services - Bingo  | Cornell Kahler Shidell & Mair  | Youth Hockey Bingo Billing-Dec 201  | 2,313.36 |
| 65256        | 01/26/2012 | Charitable Gambling        | Professional Services - Bingo  | Cornell Kahler Shidell & Mair  | Speedskating Bingo Billing-Dec 2011 | 2,143.26 |
| Check Total: |            |                            |                                |                                |                                     | 4,456.62 |
| 65257        | 01/26/2012 | Recreation Fund            | Fee Program Revenue            | Randy Ellingboe                | Key Deposit Refund                  | 25.00    |
| Check Total: |            |                            |                                |                                |                                     | 25.00    |
| 65258        | 01/26/2012 | General Fund               | Vehicle Supplies               | EMP                            | Nitrile Gloves                      | 281.72   |
| Check Total: |            |                            |                                |                                |                                     | 281.72   |
| 65259        | 01/26/2012 | General Fund               | Professional Services          | ESRI, Inc.                     | ArcView License Fee                 | 371.54   |
| 65259        | 01/26/2012 | Storm Drainage             | Professional Services          | ESRI, Inc.                     | ArcView License Fee                 | 333.48   |
| 65259        | 01/26/2012 | Sanitary Sewer             | Professional Services          | ESRI, Inc.                     | ArcView License Fee                 | 333.48   |
| 65259        | 01/26/2012 | Community Development      | Memberships & Subscriptions    | ESRI, Inc.                     | ArcView License Fee                 | 698.11   |
| 65259        | 01/26/2012 | Recreation Improvements    | Other Improvments - Elec Panel | ESRI, Inc.                     | ArcView License Fee                 | 340.40   |
| Check Total: |            |                            |                                |                                |                                     | 2,077.01 |
| 65260        | 01/26/2012 | Storm Drainage             | Operating Supplies             | Eull's Manufacturing Co., Inc. | Manhole Rings                       | 492.78   |
| Check Total: |            |                            |                                |                                |                                     | 492.78   |
| 65261        | 01/26/2012 | P & R Contract Maintenance | Operating Supplies             | Gilbert Mechanical Contracting | Annual Fire Sprinkler Inspection    | 350.00   |
| Check Total: |            |                            |                                |                                |                                     | 350.00   |
| 65262        | 01/26/2012 | General Fund               | Professional Services          | Goodpointe Technology, Inc.    | ICON Support Agreement              | 2,500.00 |
| Check Total: |            |                            |                                |                                |                                     | 2,500.00 |
| 65263        | 01/26/2012 | Police - DWI Enforcement   | Professional Services          | Hewlett-Packard Company        | Computer Supplies                   | 1,714.01 |
| Check Total: |            |                            |                                |                                |                                     | 1,714.01 |
| 65264        | 01/26/2012 | Recreation Fund            | Operating Supplies             | Ice Skating Institute          | Badges                              | 11.16    |
| 65264        | 01/26/2012 | Recreation Fund            | Use Tax Payable                | Ice Skating Institute          | Sales/Use Tax                       | -0.72    |
| Check Total: |            |                            |                                |                                |                                     | 10.44    |
| 65265        | 01/26/2012 | General Fund               | Printing                       | Impressive Print               | Envelopes                           | 3,117.54 |
| Check Total: |            |                            |                                |                                |                                     | 3,117.54 |
| 65266        | 01/26/2012 | General Fund               | Vehicle Supplies               | Kath Auto Parts                | JT6 Hi-Temp                         | 99.39    |

| Check Number | Check Date | Fund Name                  | Account Name                  | Vendor Name                       | Invoice Desc.          | Amount   |
|--------------|------------|----------------------------|-------------------------------|-----------------------------------|------------------------|----------|
| Check Total: |            |                            |                               |                                   |                        | 99.39    |
| 65267        | 01/26/2012 | General Fund               | Operating Supplies            | Language Line Services            | Interpretation Service | 6.96     |
| Check Total: |            |                            |                               |                                   |                        | 6.96     |
| 65268        | 01/26/2012 | Recreation Fund            | Advertising                   | Let's Play, Inc.                  | Advertising            | 472.64   |
| Check Total: |            |                            |                               |                                   |                        | 472.64   |
| 65269        | 01/26/2012 | Recreation Fund            | Advertising                   | Lillie Suburban Newspaper Inc     | Warnings, Ordinances   | 21.25    |
| 65269        | 01/26/2012 | General Fund               | Professional Services         | Lillie Suburban Newspaper Inc     | Warnings, Ordinances   | 57.38    |
| Check Total: |            |                            |                               |                                   |                        | 78.63    |
| 65270        | 01/26/2012 | General Fund               | Professional Services         | Linn Building Maintenance         | Building Cleaing       | 3,328.63 |
| 65270        | 01/26/2012 | General Fund               | Professional Services         | Linn Building Maintenance         | Building Cleaing       | 424.22   |
| 65270        | 01/26/2012 | Recreation Fund            | Contract Maintenance          | Linn Building Maintenance         | Building Cleaing       | 1,050.90 |
| 65270        | 01/26/2012 | Recreation Fund            | Contract Maintenance          | Linn Building Maintenance         | Building Cleaing       | 838.79   |
| 65270        | 01/26/2012 | License Center             | Professional Services         | Linn Building Maintenance         | Building Cleaing       | 626.68   |
| 65270        | 01/26/2012 | General Fund               | Contract Maint. - City Garage | Linn Building Maintenance         | Building Cleaing       | 944.84   |
| Check Total: |            |                            |                               |                                   |                        | 7,214.06 |
| 65271        | 01/26/2012 | P & R Contract Maintenance | Minor Equipment               | LTG Power Equipment               | Snow Blower            | 1,495.18 |
| Check Total: |            |                            |                               |                                   |                        | 1,495.18 |
| 65272        | 01/26/2012 | Recreation Fund            | Operating Supplies            | MBSLA                             | Association Dues       | 350.00   |
| Check Total: |            |                            |                               |                                   |                        | 350.00   |
| 65273        | 01/26/2012 | General Fund               | Minor Equipment               | Minncor Industries                | Office Chairs          | 1,636.26 |
| Check Total: |            |                            |                               |                                   |                        | 1,636.26 |
| 65274        | 01/26/2012 | P & R Contract Maintenance | Operating Supplies            | Muska Lighting Center             | Lamps                  | 39.42    |
| 65274        | 01/26/2012 | P & R Contract Maintenance | Operating Supplies            | Muska Lighting Center             | Lamps                  | 84.51    |
| Check Total: |            |                            |                               |                                   |                        | 123.93   |
| 65275        | 01/26/2012 | General Fund               | Contract Maint. - City Hall   | Overhead Door Co of the Northland | Police Door Repair     | 1,161.38 |
| Check Total: |            |                            |                               |                                   |                        | 1,161.38 |
| 65276        | 01/26/2012 | General Fund Donations     | K-9 Supplies                  | Petco Animal Supplies, Inc.       | K9 Supplies            | 179.52   |
| Check Total: |            |                            |                               |                                   |                        | 179.52   |
| 65277        | 01/26/2012 | General Fund               | Operating Supplies            | Philips Healthcare                | Battery Pack           | 213.07   |

| Check Number | Check Date | Fund Name                  | Account Name                  | Vendor Name                      | Invoice Desc.                       | Amount     |
|--------------|------------|----------------------------|-------------------------------|----------------------------------|-------------------------------------|------------|
| 65278        | 01/26/2012 | Water Fund                 | Accounts Payable              | PHML HAMLINE INC                 | Check Total:                        | 213.07     |
|              |            |                            |                               |                                  | Refund Check                        | 355.00     |
| 65279        | 01/26/2012 | General Fund               | 211402 - Flex Spending Health | [REDACTED]                       | Check Total:                        | 355.00     |
|              |            |                            |                               |                                  | Flexible Benefit Reimbursement      | 500.00     |
| 65280        | 01/26/2012 | General Fund               | Professional Services         | Ramsey County                    | Check Total:                        | 500.00     |
|              |            |                            |                               |                                  | Truth in Taxation Notice Reimbursem | 2,682.55   |
| 65280        | 01/26/2012 | General Fund               | Training                      | Ramsey County                    | Range Use                           | 1,000.00   |
| 65281        | 01/26/2012 | Water Fund                 | Accounts Payable              | REALTY GROUP INC.                | Check Total:                        | 3,682.55   |
|              |            |                            |                               |                                  | Refund Check                        | 20.85      |
| 65282        | 01/26/2012 | Water Fund                 | Accounts Payable              | SUNNY REESE                      | Check Total:                        | 20.85      |
|              |            |                            |                               |                                  | Refund Check                        | 75.00      |
| 65283        | 01/26/2012 | Water Fund                 | Accounts Payable              | ROSEDALE COMMONS WELSHC CO.      | Check Total:                        | 75.00      |
|              |            |                            |                               |                                  | Refund Check                        | 580.00     |
| 65284        | 01/26/2012 | Recreation Fund            | Advertising                   | Speedpro                         | Check Total:                        | 580.00     |
|              |            |                            |                               |                                  | Dasher Board Advertising            | 403.99     |
| 65285        | 01/26/2012 | Water Fund                 | St. Paul Water                | St. Paul Regional Water Services | Check Total:                        | 403.99     |
|              |            |                            |                               |                                  | Water- Customer 053244              | 255,394.30 |
| 65286        | 01/26/2012 | P & R Contract Maintenance | Operating Supplies            | Stanley Security Solutions, Inc. | Check Total:                        | 255,394.30 |
|              |            |                            |                               |                                  | Keys                                | 18.66      |
| 65286        | 01/26/2012 | P & R Contract Maintenance | Operating Supplies            | Stanley Security Solutions, Inc. | Keys                                | 27.99      |
| 65287        | 01/26/2012 | General Fund               | Professional Services         | Target Pharmacy Receivables      | Check Total:                        | 46.65      |
|              |            |                            |                               |                                  | Flu Shots                           | 175.00     |
| 65288        | 01/26/2012 | Community Development      | Transportation                | Patrick Trudgeon                 | Check Total:                        | 175.00     |
|              |            |                            |                               |                                  | Expense/Mileage Reimbursement       | 50.29      |
| 65289        | 01/26/2012 | Police - DWI Enforcement   | Professional Services         | Twin Cities Transport & Recove   | Check Total:                        | 50.29      |
|              |            |                            |                               |                                  | Towing/Storage Service              | 539.28     |
| Check Total: |            |                            |                               |                                  |                                     | 539.28     |

| Check Number | Check Date | Fund Name                      | Account Name                  | Vendor Name                  | Invoice Desc.                         | Amount   |
|--------------|------------|--------------------------------|-------------------------------|------------------------------|---------------------------------------|----------|
| 65290        | 01/26/2012 | Water Fund                     | Professional Services         | Twin City Water Clinic, Inc. | Colifomr Bacterias-Dec 2011           | 320.00   |
|              |            |                                |                               |                              | Check Total:                          | 320.00   |
| 65291        | 01/26/2012 | Housing & Redevelopment Agency | Advertising                   | The Vernon Company           | Mugs                                  | 694.30   |
|              |            |                                |                               |                              | Check Total:                          | 694.30   |
| 65292        | 01/27/2012 | Non Motorized Pathways         | Professional Services         | Land Title, Inc.             | Preliminary Estimate of Closing Cost: | 743.00   |
|              |            |                                |                               |                              | Check Total:                          | 743.00   |
| 65293        | 01/31/2012 | Recreation Fund                | Operating Supplies            | YLM Membership Fee           | Youth Lacrosse Membership Dues        | 150.00   |
|              |            |                                |                               |                              | Check Total:                          | 150.00   |
| 65294        | 02/02/2012 | General Fund                   | Clothing                      | Aspen Mills Inc.             | Clothing Supplies                     | 135.99   |
| 65294        | 02/02/2012 | General Fund                   | Clothing                      | Aspen Mills Inc.             | Clothing Supplies                     | 148.90   |
| 65294        | 02/02/2012 | General Fund                   | Clothing                      | Aspen Mills Inc.             | Clothing Supplies                     | 212.01   |
|              |            |                                |                               |                              | Check Total:                          | 496.90   |
| 65295        | 02/02/2012 | Fire Station 2011              | Professional Services         | Bachman Printing, Co         | 2011 Bonds-Respondents Briefs & A     | 374.17   |
| 65295        | 02/02/2012 |                                | Professional Services         | Bachman Printing, Co         | 2011 Bonds-Respondents Briefs & A     | 374.18   |
|              |            |                                |                               |                              | Check Total:                          | 748.35   |
| 65296        | 02/02/2012 | General Fund                   | Operating Supplies            | Batteries Plus               | AAA Batteries                         | 44.82    |
| 65296        | 02/02/2012 | General Fund                   | Operating Supplies            | Batteries Plus               | Alkaline Batteries                    | 34.09    |
| 65296        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Batteries Plus               | C Batteries                           | 203.15   |
| 65296        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Batteries Plus               | C Batteries                           | 10.13    |
|              |            |                                |                               |                              | Check Total:                          | 292.19   |
| 65297        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Matt Beauchane               | Protective Eyewear Reimbursement      | 51.53    |
|              |            |                                |                               |                              | Check Total:                          | 51.53    |
| 65298        | 02/02/2012 | General Fund                   | Contract Maintenance Vehicles | Boyer Trucks Lauderale       | Vehicle Repair                        | 3,994.67 |
|              |            |                                |                               |                              | Check Total:                          | 3,994.67 |
| 65299        | 02/02/2012 | License Center                 | Contract Maintenance          | Brite-Way Window Cleaning Sv | License Center Window Cleaning        | 22.00    |
|              |            |                                |                               |                              | Check Total:                          | 22.00    |
| 65300        | 02/02/2012 | General Fund                   | Operating Supplies            | CDW Government, Inc.         | Label Writer                          | 101.52   |
|              |            |                                |                               |                              | Check Total:                          | 101.52   |
| 65301        | 02/02/2012 | General Fund                   | Miscellaneous                 | Gabriel Cederberg            | Essay Contest Winner                  | 100.00   |

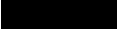
| Check Number | Check Date | Fund Name                      | Account Name                   | Vendor Name                           | Invoice Desc.                        | Amount |
|--------------|------------|--------------------------------|--------------------------------|---------------------------------------|--------------------------------------|--------|
| Check Total: |            |                                |                                |                                       |                                      | 100.00 |
| 65302        | 02/02/2012 | Water Fund                     | Operating Supplies             | Cemstone Products Co, Inc.            | 4000 PSI, Calcium Chloride           | 750.80 |
| Check Total: |            |                                |                                |                                       |                                      | 750.80 |
| 65303        | 02/02/2012 | Housing & Redevelopment Agency | Rental                         | Cenaiko Expo, Inc.                    | Booth Deposit for Living Smarter Fai | 500.00 |
| Check Total: |            |                                |                                |                                       |                                      | 500.00 |
| 65304        | 02/02/2012 | Water Fund                     | Accounts Payable               | CENTURY 21                            | Refund Check                         | 39.61  |
| Check Total: |            |                                |                                |                                       |                                      | 39.61  |
| 65305        | 02/02/2012 | Telephone                      | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                            | 113.92 |
| Check Total: |            |                                |                                |                                       |                                      | 113.92 |
| 65306        | 02/02/2012 | Telephone                      | PSTN-PRI Access/DID Allocation | CenturyLink                           | Telephone                            | 9.59   |
| Check Total: |            |                                |                                |                                       |                                      | 9.59   |
| 65307        | 02/02/2012 | General Fund                   | Clothing                       | Cintas Corporation #470               | Uniform Cleaning                     | 30.60  |
| 65307        | 02/02/2012 | P & R Contract Maintenance     | Clothing                       | Cintas Corporation #470               | Uniform Cleaning                     | 8.60   |
| 65307        | 02/02/2012 | P & R Contract Maintenance     | Clothing                       | Cintas Corporation #470               | Uniform Cleaning                     | 8.60   |
| 65307        | 02/02/2012 | General Fund                   | Clothing                       | Cintas Corporation #470               | Uniform Cleaning                     | 30.60  |
| Check Total: |            |                                |                                |                                       |                                      | 78.40  |
| 65308        | 02/02/2012 | General Fund                   | Miscellaneous                  | Noah Clark Zander                     | Essay Contest Winner                 | 50.00  |
| Check Total: |            |                                |                                |                                       |                                      | 50.00  |
| 65309        | 02/02/2012 | General Fund                   | 211200 - Financial Support     | Diversified Collection Services, Inc. |                                      | 210.24 |
| Check Total: |            |                                |                                |                                       |                                      | 210.24 |
| 65310        | 02/02/2012 | General Fund                   | Contract Maintenance Vehicles  | Dueco, Inc.                           | Service Labor                        | 474.20 |
| Check Total: |            |                                |                                |                                       |                                      | 474.20 |
| 65311        | 02/02/2012 | General Fund                   | Operating Supplies             | Joe Ewald                             | Supplies Reimbursement               | 20.86  |
| Check Total: |            |                                |                                |                                       |                                      | 20.86  |
| 65312        | 02/02/2012 | Water Fund                     | Accounts Payable               | FREDDY MAC                            | Refund Check                         | 26.16  |
| Check Total: |            |                                |                                |                                       |                                      | 26.16  |
| 65313        | 02/02/2012 | General Fund                   | Operating Supplies             | Joe Friedrichs                        | Supplies Reimbursement               | 22.12  |



| Check Number | Check Date | Fund Name              | Account Name                   | Vendor Name                          | Invoice Desc.                      | Amount   |
|--------------|------------|------------------------|--------------------------------|--------------------------------------|------------------------------------|----------|
| Check Total: |            |                        |                                |                                      |                                    | 22.12    |
| 65314        | 02/02/2012 | General Fund           | Contract Maintenance Vehicles  | Harmon Auto Glass-Roseville          | Windshield Tint                    | 190.00   |
| Check Total: |            |                        |                                |                                      |                                    | 190.00   |
| 65315        | 02/02/2012 | Information Technology | Operating Supplies             | Hewlett-Packard Company              | Docking Station                    | 149.63   |
| 65315        | 02/02/2012 | License Center         | Minor Equipment                | Hewlett-Packard Company              | Laser Jet Printer                  | 613.20   |
| 65315        | 02/02/2012 | Information Technology | Operating Supplies             | Hewlett-Packard Company              | Docking Station                    | 149.63   |
| 65315        | 02/02/2012 | Information Technology | Operating Supplies             | Hewlett-Packard Company              | Monitor                            | 1,218.38 |
| Check Total: |            |                        |                                |                                      |                                    | 2,130.84 |
| 65316        | 02/02/2012 | General Fund           | 211600 - PERA Employers Share  | ICMA Retirement Trust 401-109956     | Payroll Deduction for 1/24 Payroll | 542.54   |
| Check Total: |            |                        |                                |                                      |                                    | 542.54   |
| 65317        | 02/02/2012 | General Fund           | Contract Maintenance           | Image Trend Inc.                     | Move State Fire Data               | 1,000.00 |
| Check Total: |            |                        |                                |                                      |                                    | 1,000.00 |
| 65318        | 02/02/2012 | General Fund           | Operating Supplies             | Impressive Print                     | Business Cards                     | 31.95    |
| 65318        | 02/02/2012 | Recreation Fund        | Operating Supplies             | Impressive Print                     | Business Cards                     | 58.82    |
| 65318        | 02/02/2012 | General Fund           | Operating Supplies             | Impressive Print                     | Business Cards                     | 117.64   |
| 65318        | 02/02/2012 | Recreation Fund        | Operating Supplies             | Impressive Print                     | Business Cards                     | 48.21    |
| 65318        | 02/02/2012 | General Fund           | Operating Supplies             | Impressive Print                     | Business Cards                     | 31.95    |
| Check Total: |            |                        |                                |                                      |                                    | 288.57   |
| 65319        | 02/02/2012 | General Fund           | Operating Supplies             | Industrial Engraving, Inc.           | Engraved Flashlights               | 67.33    |
| Check Total: |            |                        |                                |                                      |                                    | 67.33    |
| 65320        | 02/02/2012 | Telephone              | PSTN-PRI Access/DID Allocation | Integra Telecom                      | Telephone                          | 311.12   |
| 65320        | 02/02/2012 | Telephone              | PSTN-PRI Access/DID Allocation | Integra Telecom                      | Telephone                          | 2,442.33 |
| Check Total: |            |                        |                                |                                      |                                    | 2,753.45 |
| 65321        | 02/02/2012 | General Fund           | Memberships & Subscriptions    | Intl Association of Chiefs of Police | 2012 Membership Renewal            | 120.00   |
| Check Total: |            |                        |                                |                                      |                                    | 120.00   |
| 65322        | 02/02/2012 | Recreation Fund        | Operating Supplies             | J Thomas Athletic Co., Inc.          | Volleyballs                        | 1,089.16 |
| Check Total: |            |                        |                                |                                      |                                    | 1,089.16 |
| 65323        | 02/02/2012 | General Fund           | Professional Services          | KDV                                  | 2011 Audit Progress Billing        | 6,000.00 |
| Check Total: |            |                        |                                |                                      |                                    | 6,000.00 |
| 65324        | 02/02/2012 | General Fund           | Vehicle Supplies               | Liberty Tire Recycling, LLC          | Recycling                          | 111.96   |

| Check Number | Check Date | Fund Name             | Account Name                   | Vendor Name               | Invoice Desc.                       | Amount |
|--------------|------------|-----------------------|--------------------------------|---------------------------|-------------------------------------|--------|
| 65325        | 02/02/2012 | General Fund          | Vehicle Supplies               | Little Falls Machine, Inc | Check Total:                        | 111.96 |
|              |            |                       |                                |                           | Pins, Bolts, Castle Nuts            | 691.58 |
| 65326        | 02/02/2012 | General Fund          | Vehicle Supplies               | Matheson Tri-Gas, Inc     | Check Total:                        | 691.58 |
|              |            |                       |                                |                           | Oxygen                              | 107.62 |
|              |            |                       |                                |                           | Filler Metal & Alloy                | 138.34 |
| 65327        | 02/02/2012 | General Fund          | Employee Recognition           | Rick Mathwig              | Check Total:                        | 245.96 |
|              |            |                       |                                |                           | Refreshments for Karen Rubey's Reti | 26.63  |
| 65328        | 02/02/2012 | General Fund          | Training                       | MGIA                      | Check Total:                        | 26.63  |
|              |            |                       |                                |                           | Conference Registration-Johnson, Br | 140.00 |
| 65329        | 02/02/2012 | General Fund          | Memberships & Subscriptions    | MN Chapter IAAI           | Check Total:                        | 140.00 |
|              |            |                       |                                |                           | Membership Dues                     | 25.00  |
| 65330        | 02/02/2012 | General Fund          | Conferences                    | MN Chiefs of Police       | Check Total:                        | 25.00  |
|              |            |                       |                                |                           | Conference Registration-Mathwig     | 325.00 |
| 65331        | 02/02/2012 | General Fund          | Operating Supplies City Garage | MN Dept of Public Safety  | Check Total:                        | 325.00 |
|              |            |                       |                                |                           | Hazardous Chemical Inventory Fee    | 25.00  |
| 65332        | 02/02/2012 | General Fund          | 211402 - Flex Spending Health  |                           | Check Total:                        | 25.00  |
|              |            |                       |                                |                           | Flexible Benefit Reimbursement      | 466.79 |
| 65333        | 02/02/2012 | Recreation Fund       | Operating Supplies             | MSSLax                    | Check Total:                        | 466.79 |
|              |            |                       |                                |                           | Team Registrations                  | 200.00 |
| 65334        | 02/02/2012 | Boulevard Landscaping | Operating Supplies             | Muska Lighting Center     | Check Total:                        | 200.00 |
|              |            |                       |                                |                           | Lamps                               | 196.98 |
|              |            |                       |                                |                           | Lamps                               | 29.71  |
| 65335        | 02/02/2012 | Sanitary Sewer        | Professional Services          | Networkfleet, Inc.        | Check Total:                        | 226.69 |
|              |            |                       |                                |                           | Monthly Service-Jan                 | 89.85  |
| 65336        | 02/02/2012 | Recreation Fund       | Professional Services          | Bob Nielsen               | Check Total:                        | 89.85  |
|              |            |                       |                                |                           | Van Loading/Unloading               | 40.00  |
|              |            |                       |                                |                           | Check Total:                        | 40.00  |

| Check Number | Check Date | Fund Name                   | Account Name                  | Vendor Name                  | Invoice Desc.                       | Amount    |
|--------------|------------|-----------------------------|-------------------------------|------------------------------|-------------------------------------|-----------|
| 65337        | 02/02/2012 | Water Fund                  | Clothing                      | Bob Norby                    | Boots Reimbursement                 | 164.99    |
|              |            |                             |                               |                              | Check Total:                        | 164.99    |
| 65338        | 02/02/2012 | General Fund                | Miscellaneous                 | Sam O'Donnell-Hoff           | Essay Contest Winner                | 15.00     |
|              |            |                             |                               |                              | Check Total:                        | 15.00     |
| 65339        | 02/02/2012 | General Fund                | Miscellaneous                 | Parkview Center School       | Essay Contest Winner                | 50.00     |
|              |            |                             |                               |                              | Check Total:                        | 50.00     |
| 65340        | 02/02/2012 | Recreation Fund             | Fee Program Revenue           | Nancy Phelps                 | Cross Country Ski Class Refund      | 19.00     |
| 65340        | 02/02/2012 | Recreation Fund             | Fee Program Revenue           | Nancy Phelps                 | Cross Country Ski Class Refund      | 8.00      |
| 65340        | 02/02/2012 | Recreation Fund             | Collected Insurance Fee       | Nancy Phelps                 | Cross Country Ski Class Refund      | 2.00      |
|              |            |                             |                               |                              | Check Total:                        | 29.00     |
| 65341        | 02/02/2012 | Information Technology      | Contract Maintenance          | PhoneFactor, Inc.            | PhoneFactor-Extended Addition 100 r | 4,750.00  |
|              |            |                             |                               |                              | Check Total:                        | 4,750.00  |
| 65342        | 02/02/2012 | General Fund                | Postage                       | Postmaster                   | Replenish Business Reply Postage Ac | 100.00    |
|              |            |                             |                               |                              | Check Total:                        | 100.00    |
| 65343        | 02/02/2012 | General Fund                | HSA Employee                  | Premier Bank                 | HSA                                 | 1,436.94  |
| 65343        | 02/02/2012 | Contracted Engineering Svcs | HSA Employee                  | Premier Bank                 | HSA                                 | 20.00     |
| 65343        | 02/02/2012 | Recreation Fund             | HSA Employee                  | Premier Bank                 | HSA                                 | 386.86    |
| 65343        | 02/02/2012 | P & R Contract Maintenance  | HSA Employee                  | Premier Bank                 | HSA                                 | 206.74    |
| 65343        | 02/02/2012 | Community Development       | HSA Employee                  | Premier Bank                 | HSA                                 | 79.61     |
| 65343        | 02/02/2012 | License Center              | HSA Employee                  | Premier Bank                 | HSA                                 | 38.46     |
| 65343        | 02/02/2012 | Police Grants               | HSA Employee                  | Premier Bank                 | HSA                                 | 12.09     |
|              |            |                             |                               |                              | Check Total:                        | 2,180.70  |
| 65344        | 02/02/2012 | General Fund                | Dispatching Services          | Ramsey County                | 911 Dispathe Services-Jan 2012      | 23,264.10 |
|              |            |                             |                               |                              | Check Total:                        | 23,264.10 |
| 65345        | 02/02/2012 | Municipal Jazz Band         | Operating Supplies            | Richfield Bus Company        | Band Transportation-Northfield      | 705.00    |
|              |            |                             |                               |                              | Check Total:                        | 705.00    |
| 65346        | 02/02/2012 | General Fund                | Contract Maintenance Vehicles | Rosenbauer Minnesota, LLC    | Power Window Motor                  | 512.66    |
| 65346        | 02/02/2012 | General Fund                | 209001 - Use Tax Payable      | Rosenbauer Minnesota, LLC    | Sales/Use Tax                       | -32.98    |
|              |            |                             |                               |                              | Check Total:                        | 479.68    |
| 65347        | 02/02/2012 | General Fund                | Miscellaneous                 | Roseville Area Middle School | Essay Contest Winner                | 50.00     |

| Check Number | Check Date | Fund Name                      | Account Name                  | Vendor Name                                                                           | Invoice Desc.                                  | Amount              |
|--------------|------------|--------------------------------|-------------------------------|---------------------------------------------------------------------------------------|------------------------------------------------|---------------------|
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65348        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Roseville Chrysler Jeep Dodge                                                         | Check Total:<br>Motor WIP                      | 50.00<br>89.99      |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65349        | 02/02/2012 | General Fund                   | Miscellaneous                 | Sophia Rossini                                                                        | Check Total:<br>Essay Contest Winner           | 89.99<br>15.00      |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65350        | 02/02/2012 | General Fund                   | Other Improvements            | Staples Business Advantage, Inc.                                                      | Check Total:<br>Laser Jet Printer              | 15.00<br>347.29     |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65351        | 02/02/2012 | P & R Contract Maintenance     | Financial Support             | Steward, Zlimen & Jungers, LTD                                                        | Check Total:<br>Case #: 09-06243-0             | 347.29<br>68.90     |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65352        | 02/02/2012 | General Fund                   | Professional Services         | Sheila Stowell                                                                        | Check Total:<br>City Council Meeting Minutes   | 68.90<br>281.75     |
| 65352        | 02/02/2012 | General Fund                   | Professional Services         | Sheila Stowell                                                                        | Mileage Reimbursement                          | 4.83                |
| 65352        | 02/02/2012 | Housing & Redevelopment Agency | Professional Services         | Sheila Stowell                                                                        | HRA Meeting Minutes                            | 172.50              |
| 65352        | 02/02/2012 | Housing & Redevelopment Agency | Professional Services         | Sheila Stowell                                                                        | Mileage Reimbursement                          | 4.83                |
| 65352        | 02/02/2012 | Sanitary Sewer                 | Professional Services         | Sheila Stowell                                                                        | PWET Meeting Minutes                           | 149.50              |
| 65352        | 02/02/2012 | Sanitary Sewer                 | Professional Services         | Sheila Stowell                                                                        | Mileage Reimbursement                          | 4.83                |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65353        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Suburban Tire Wholesale, Inc.                                                         | Check Total:<br>Turf Master                    | 618.24<br>322.34    |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65354        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Tennant Sales & Services                                                              | Check Total:<br>Filter Kit                     | 322.34<br>837.15    |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65355        | 02/02/2012 | General Fund                   | 211402 - Flex Spending Health |  | Check Total:<br>Flexible Benefit Reimbursement | 837.15<br>557.98    |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65356        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Titan Machinery                                                                       | Check Total:<br>Filters                        | 557.98<br>152.40    |
| 65356        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Titan Machinery                                                                       | Thermostat                                     | 38.95               |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
| 65357        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Truck Utilities Mfg Co.                                                               | Check Total:<br>Prong Weldment                 | 191.35<br>243.80    |
| 65357        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Truck Utilities Mfg Co.                                                               | Fuses                                          | 219.80              |
| 65357        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Truck Utilities Mfg Co.                                                               | Cable Set                                      | 85.29               |
| 65357        | 02/02/2012 | General Fund                   | Vehicle Supplies              | Truck Utilities Mfg Co.                                                               | Hyd. Cyl.                                      | 143.82              |
|              |            |                                |                               |                                                                                       |                                                | <hr/>               |
|              |            |                                |                               |                                                                                       |                                                | Check Total: 692.71 |

| Check Number | Check Date | Fund Name                | Account Name            | Vendor Name                    | Invoice Desc.                     | Amount   |
|--------------|------------|--------------------------|-------------------------|--------------------------------|-----------------------------------|----------|
| 65358        | 02/02/2012 | Water Fund               | Accounts Payable        | Jake Turner                    | UB Overpayment Refund             | 37.59    |
| Check Total: |            |                          |                         |                                |                                   | 37.59    |
| 65359        | 02/02/2012 | Police - DWI Enforcement | Professional Services   | Twin Cities Transport & Recove | Towing Service                    | 122.91   |
| 65359        | 02/02/2012 | Police - DWI Enforcement | Professional Services   | Twin Cities Transport & Recove | Towing Service                    | 122.90   |
| 65359        | 02/02/2012 | Police - DWI Enforcement | Professional Services   | Twin Cities Transport & Recove | Towing Service                    | 214.28   |
| 65359        | 02/02/2012 | Police Forfeiture Fund   | Professional Services   | Twin Cities Transport & Recove | Towing Service                    | 90.84    |
| Check Total: |            |                          |                         |                                |                                   | 550.93   |
| 65360        | 02/02/2012 | General Fund             | Clothing                | Uniforms Unlimited, Inc.       | Clothing                          | 809.28   |
| Check Total: |            |                          |                         |                                |                                   | 809.28   |
| 65361        | 02/02/2012 | Police - DWI Enforcement | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 21.50    |
| 65361        | 02/02/2012 | Police - DWI Enforcement | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 21.50    |
| 65361        | 02/02/2012 | General Fund             | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 11.00    |
| 65361        | 02/02/2012 | Police - DWI Enforcement | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 21.50    |
| 65361        | 02/02/2012 | Police - DWI Enforcement | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 21.50    |
| 65361        | 02/02/2012 | General Fund             | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 11.00    |
| 65361        | 02/02/2012 | License Center           | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 9.00     |
| 65361        | 02/02/2012 | General Fund             | Professional Services   | US Bank                        | Petty Cash Reimbursement          | 20.00    |
| 65361        | 02/02/2012 | General Fund             | Professional Services   | US Bank                        | Petty Cash Reimbursement          | 7.00     |
| 65361        | 02/02/2012 | General Fund             | Conferences             | US Bank                        | Petty Cash Reimbursement          | 11.89    |
| 65361        | 02/02/2012 | General Fund             | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 17.98    |
| 65361        | 02/02/2012 | Police - DWI Enforcement | Operating Supplies      | US Bank                        | Petty Cash Reimbursement          | 43.00    |
| Check Total: |            |                          |                         |                                |                                   | 216.87   |
| 65362        | 02/02/2012 | General Fund             | Contract Maintenance    | Verizon Wireless               | Cell Phones                       | 272.89   |
| Check Total: |            |                          |                         |                                |                                   | 272.89   |
| 65363        | 02/02/2012 | General Fund             | Op Supplies - City Hall | Viking Electric Supply, Inc.   | Supplies                          | 649.24   |
| Check Total: |            |                          |                         |                                |                                   | 649.24   |
| 65364        | 02/02/2012 | General Fund             | Miscellaneous           | Audrey Wilson                  | Essay Contest Winner              | 30.00    |
| Check Total: |            |                          |                         |                                |                                   | 30.00    |
| 65365        | 02/02/2012 | General Fund             | Miscellaneous           | Maren Youngquist               | Essay Contest Winner              | 15.00    |
| Check Total: |            |                          |                         |                                |                                   | 15.00    |
| 65366        | 02/02/2012 | Recreation Fund          | Advertising             | The Perfect Wedding Guide      | Reissue of Lost Check-Advertising | 1,860.00 |
| Check Total: |            |                          |                         |                                |                                   | 1,860.00 |

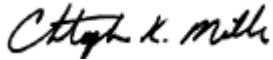


  
**REQUEST FOR COUNCIL ACTION**

Date: 02/13/2012

Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approval of 2012/2013 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

**One-Time Gambling Permit**

Parkview Center School  
701 W County Rd B  
Roseville, MN 55113

**Recycling Hauler**

International Paper  
2425 Terminal Rd  
St. Paul, MN 55113

**Massage Therapist**

Linda Ilk  
At D.D. Styles  
2216 West County Rd D  
Roseville, MN 55113

**Temporary On-Sale Liquor License**

Church of Corpus Christi  
2131 Fairview Ave N  
Roseville, MN 55113

**Temporary On-Sale Liquor License**

Friends of the Ramsey County Libraries  
At Ramsey County Library  
2180 N. Hamline Ave.  
Roseville, MN 55113

**POLICY OBJECTIVE**

Required by City Code

33 **FINANCIAL IMPACTS**

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

35 **STAFF RECOMMENDATION**

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

38 **REQUESTED COUNCIL ACTION**

39

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

Prepared by: Chris Miller, Finance Director

Attachments: A. Business License Applications

41





Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
444 Cedar Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Attachment A

|                                        |  |                                                                                                                                                           |           |                   |  |
|----------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------|--|
| Name of organization                   |  | Date organized                                                                                                                                            |           | Tax exempt number |  |
| Friends of the Ramsey County Libraries |  | 3/3/1979                                                                                                                                                  |           | 41-1597085        |  |
| Address                                |  | City                                                                                                                                                      | State     | Zip Code          |  |
| 4570 N. Victoria Street                |  | Shoreview                                                                                                                                                 | Minnesota | 55126             |  |
| Name of person making application      |  | Business phone                                                                                                                                            |           | Home phone        |  |
|                                        |  |                                                                                                                                                           |           |                   |  |
| Date set ups will be sold              |  | Type of organization                                                                                                                                      |           |                   |  |
| March 2, 2012                          |  | <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit |           |                   |  |
| Organization officer's name            |  | City                                                                                                                                                      | State     | Zip               |  |
| X                                      |  |                                                                                                                                                           |           |                   |  |
| X                                      |  |                                                                                                                                                           |           |                   |  |
| X                                      |  |                                                                                                                                                           |           |                   |  |
| Add New Officer                        |  |                                                                                                                                                           |           |                   |  |

Location where permit will be used. If an outdoor area, describe.  
Ramsey County Library in Roseville, 2180 N. Hamline Avenue

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

Fairview Liquors  
Fairview Wine & Spirits  
2579 Fairview Ave. N. Roseville, MN 55113

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
We have general liability insurance.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

|                 |               |
|-----------------|---------------|
| City/County     | Date Approved |
| City Fee Amount | Permit Date   |
| Date Fee Paid   |               |

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
444 Cedar Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

|                                     |  |                                                                                                                                                           |           |                   |  |
|-------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------|--|
| Name of organization                |  | Date organized                                                                                                                                            |           | Tax exempt number |  |
| Church of Corpus Christi            |  |                                                                                                                                                           |           |                   |  |
| Address                             |  | City                                                                                                                                                      | State     | Zip Code          |  |
| 2131 Fairview Avenue North          |  | Roseville                                                                                                                                                 | Minnesota | 55113             |  |
| Name of person making application   |  | Business phone                                                                                                                                            |           | Home phone        |  |
|                                     |  |                                                                                                                                                           |           |                   |  |
| Date set ups will be sold           |  | Type of organization                                                                                                                                      |           |                   |  |
| 3 events - 2/24/12, 3/9/12, 3/23/12 |  | <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit |           |                   |  |
| Organization officer's name         |  | City                                                                                                                                                      | State     | Zip               |  |
| X                                   |  | F                                                                                                                                                         |           |                   |  |
| Add New Officer                     |  |                                                                                                                                                           |           |                   |  |

Location where permit will be used. If an outdoor area, describe.

All three Parish Community Fish Frys will be held in parish gathering space attached to church/school building, at same address as noted ab

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
Beer and wine only.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
Catholic Mutual - \$500,000

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

\_\_\_\_\_  
City/County

\_\_\_\_\_  
City Fee Amount

\_\_\_\_\_  
Date Fee Paid

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Permit Date

\_\_\_\_\_  
Signature City Clerk or County Official

\_\_\_\_\_  
Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



New License X Renewal \_\_\_\_\_

1. Legal Name Linda Marie ILK

2. Home Address 220 S. 11th St. / Apt 202 / New Orleans, LA 70112

3. Home Telephone \_\_\_\_\_

4. Date of Birth \_\_\_\_\_

5. Drivers License Number \_\_\_\_\_

6. Email Address \_\_\_\_\_

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

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.

D.O. Styles Tower Glenn Shopping Center  
2216 West county RD-D  
Roseville mn 55113

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

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

License fee is 100.00

**Make checks payable to City of Roseville**



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

## Recycling Hauler License Application

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

Business Name International Paper

Business Address 2425 Terminal Road St. Paul, MN 55113

Business Phone 651-635-1400

Contact Person \_\_\_\_\_ Email Address \_\_\_\_\_

Emergency Contact Information \_\_\_\_\_

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

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

\_\_\_\_ Residential ☒ Commercial \_\_\_\_ Multifamily \_\_\_\_ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables \_\_\_\_\_

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

| <i>Newsprint*</i> | <i>Glass*</i> | <i>Cans/Plastic*</i> |
|-------------------|---------------|----------------------|
| _____             | _____         | _____                |
| _____             | _____         | _____                |
| _____             | _____         | _____                |

| <i>Office paper/Boxboard*</i> | <i>Corrugated Cardboard*</i> | <i>Other (please specify)</i> |
|-------------------------------|------------------------------|-------------------------------|
| _____                         | _____                        | _____                         |
| _____                         | _____                        | _____                         |
| _____                         | _____                        | _____                         |

\*Required items for residential and multifamily haulers

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

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

1/19/2012  
Date

[Signature]  
Applicant's Signature

Zone General Mgr  
Title

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

| Application fee                                                                 |                                       |
|---------------------------------------------------------------------------------|---------------------------------------|
| If application postmarked or received:<br>less than 30 days<br>before the event | more than 30 days<br>before the event |
| <b>\$100</b>                                                                    | <b>\$50</b>                           |

**ORGANIZATION INFORMATION**

Check# \_\_\_\_\_ \$ \_\_\_\_\_

Organization name

Parkview Center School

Previous gambling permit number

Minnesota tax ID number, if any

Federal employer ID number, if any

**Type of nonprofit organization.** Check one.☐ Fraternal☐ Religious☐ Veterans☒ Other nonprofit organization

Mailing address

City

State

Zip Code

County

701 W County Rd B

Roseville

MN

55113

Ramsey

Name of chief executive officer (CEO)

Daytime phone number

Email address

Kristen Smith Olson / Principal

**Attach a copy of ONE of the following for proof of nonprofit status.**

Do not attach a sales tax exempt status or federal employer ID number as they are not proof of nonprofit status.

**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing .**

Don't have a copy? This certificate must be obtained each year from:

Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155

Phone: 651-296-2803

**IRS income tax exemption [501(c)] letter in your organization's name.**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer

contact the IRS at 877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and

b. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.

Parkview Center School

Address (do not use PO box)

City or township

Zip Code

County

701 W. County Rd B

Roseville

55113

Ramsey

Date(s) of activity (for raffles, indicate the date of the drawing)

March 30, 2012

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo\*



Raffles

Paddlewheels\*

Pull-Tabs\*

Tipboards\*

\* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4000.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

**If the gambling premises is within city limits,** a city official must check the action that the city is taking on this application and sign the application.

\_\_\_\_ The application is acknowledged with no waiting period.

\_\_\_\_ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

\_\_\_\_ The application is denied.

Print city name \_\_\_\_\_

*On behalf of the city, I acknowledge this application.*  
**Signature** of city personnel receiving application \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**If the gambling premises is located in a township,** a county official must check the action that the county is taking on this application and sign the application.

**A township official is not required to sign the application.**

\_\_\_\_ The application is acknowledged with no waiting period.

\_\_\_\_ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

\_\_\_\_ The application is denied.

Print county name \_\_\_\_\_

*On behalf of the county, I acknowledge this application.*  
**Signature** of county personnel receiving application \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**(Optional) TOWNSHIP:** *On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]*

Print township name \_\_\_\_\_

**Signature** of township official acknowledging application \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE**

Print form and have CEO sign

*The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.*

Chief executive officer's signature \_\_\_\_\_ Date \_\_\_\_\_

**Complete a separate application for each gambling event:**

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

**Send application with:**

- a copy of your proof of nonprofit status, and
  - application fee for each event
- Make check payable to "State of Minnesota."

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Financial report and recordkeeping required**

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at

[www.gcb.state.mn.us](http://www.gcb.state.mn.us). Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

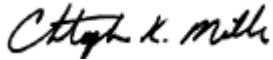
**Reset Form**

  
**REQUEST FOR COUNCIL ACTION**

Date: 2/13/2012

Item No.: 7.c

Department Approval



City Manager Approval



Item Description: Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

**BACKGROUND**

City Code section 103.05 establishes the requirement that all general purchases and/or contracts in excess of \$5,000 be approved by the Council. In addition, State Statutes require that the Council authorize the sale of surplus vehicles and equipment.

**General Purchases or Contracts**

City Staff have submitted the following items for Council review and approval:

| Department       | Vendor                       | Description                                     | Amount      |
|------------------|------------------------------|-------------------------------------------------|-------------|
| Public Works     | North Image Apparel          | Blanket P.O. for uniforms (a)                   | \$12,460.00 |
| Vehicle Maint.   | Yocum Oil                    | Blanket P.O. for fuel (b)                       | 329,300.00  |
| Vehicle Maint.   | Motion Industries            | Blanket P.O. for vehicle repairs (c)            | 8,000.00    |
| Vehicle Maint.   | Catco Parts & Service        | Blanket P.O. for vehicle repairs (c)            | 9,000.00    |
| Vehicle Maint.   | Factory Motor Parts          | Blanket P.O. for vehicle repairs (c)            | 14,000.00   |
| Vehicle Maint.   | Roseville Chrysler           | Blanket P.O. for vehicle repairs (c)            | 6,000.00    |
| Vehicle Maint.   | Suburban Tire                | Blanket P.O. for vehicle repairs (c)            | 26,000.00   |
| Vehicle Maint.   | Winter Equipment Inc.        | Blanket P.O. for vehicle repairs (c)            | 8,000.00    |
| Vehicle Maint.   | Titan Machinery              | Blanket P.O. for vehicle repairs (c)            | 6,000.00    |
| Vehicle Maint.   | GCR Truck Tire Centers       | Blanket P.O. for vehicle repairs (c)            | 8,500.00    |
| Vehicle Maint.   | Midway Ford                  | Blanket P.O. for vehicle repairs (c)            | 8,000.00    |
| Vehicle Maint.   | Tousley Ford                 | Blanket P.O. for vehicle repairs (c)            | 6,000.00    |
| Fire             | Municipal Emergency Services | Firefighter turnout gear – 25 sets (d)          | 51,011.70   |
| Information Tech | Software House Int'l         | Microsoft software licensing (b)                | 29,946.02   |
| Recreation       | Midway Ford                  | Ford F-250 (e)                                  | 19,014.82   |
| Recreation       | Midway Ford                  | Ford F-250 with plow assembly (f)               | 21,621.82   |
| Recreation       | Truck Utilities              | Lift gate and plow for new Ford F-250 (f)       | 7,438.50    |
| Streets          | Commercial Asphalt           | Asphalt patching materials (b)                  | 20,000.00   |
| Utilities        | Midway Ford Commercial       | Ford F-350 Pickup with plow (g)                 | 23,994.82   |
| Utilities        | Truck Utilities              | Lift gate and plow for Ford F-350 (g)           | 7,504.00    |
| Recreation       | House of Print               | Spring/Summer Brochure printing                 | 5,865.00    |
| Utilities        | Ferguson Waterworks          | Radio transmitters for water meters (124 count) | 8,612.11    |
| Police           | Baycom Inc.                  | Squad Car video recording system (b)            | 26,793.56   |

Comments/Description:

- a) Uniform allowance per union contract.
- b) Purchased off the state bid contract.
- c) Local repair shops selected based on prior year service, pricing, and location.
- d) The Fire department replaces fire turnout gear on a rotating basis ever five years. 2012 is the first of our three year purchase rotating replacement cycle.
- e) Purchased off the state bid contract; replaces 2003 Chevrolet pickup.
- f) Purchased off the state bid contract; replaces 1996 Dodge pickup with plow.
- g) Purchased off the state bid contract; replaces 2002 pickup with plow

Sale of Surplus Vehicles or Equipment

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

| Department | Item / Description    |
|------------|-----------------------|
| Recreation | 2003 Chevrolet Pickup |
| Recreation | 1996 Dodge with Plow  |
| Utilities  | 2002 Pickup with plow |

**POLICY OBJECTIVE**

Required under City Code 103.05.

**FINANCIAL IMPACTS**

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

**STAFF RECOMMENDATION**

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

**REQUESTED COUNCIL ACTION**

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

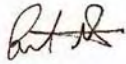
Prepared by: Chris Miller, Finance Director  
Attachments: A: None



**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 02/13/12  
Item No.: 7.d

Department Approval



City Manager Approval



---

Item Description:

Establish a Public Hearing on February 27, 2012 regarding the Lake Owasso Safe Boating Association's Request for Placement of Water Ski Course and Jump on Lake Owasso

---

**BACKGROUND**

In 1997 the Lake Owasso Task Force presented a series of recommendations to the City Council. The Council, in the resolution taking action on the recommendations, agreed it would be the policy of the City to provide for public comment at Council meetings regarding requests for permits on the Lake.

**POLICY OBJECTIVE**

The Lake Owasso Safe Boating Association requests approval for placement of a water ski course and jump in the same locations as in forty-four years.

**BUDGET IMPLICATIONS**

There are no financial impacts to the City

**STAFF RECOMMENDATION**

It is recommended the Council establish a public hearing for the February 27, 2012, meeting to provide for public input. Affected Roseville residents on the Lake will be notified.

**REQUESTED COUNCIL ACTION**

Motion establishing a public hearing for the City Council meeting of February 27, 2012, to provide for public comment regarding placement of a water ski course and jump on Lake Owasso for the 2012 season.

Prepared by: Lt. Lorne Rosand  
Attachments: A: Copy of Certificate of Insurance

ATTACHMENT A

# CERTIFICATE OF INSURANCE

DATE: 1/4/2012

CERTIFICATE NUMBER: 20120104076158

**AGENCY:**

Entertainment & Sports Insurance eXperts (ESIX)  
5660 New Northside Drive, Suite 640  
Atlanta, Georgia 30328  
Phone: 678-324-3300 Fax: 678-324-3303

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**NAMED INSURED:**

USA Water Ski  
1251 Holy Cow Road  
Polk City, Florida 33868

Lake Owasso Safe Boating Association  
460 W Horseshoe Dr  
Shoreview, Minnesota 55126-3001

**INSURERS AFFORDING COVERAGE:**

INSURER A: Philadelphia Indemnity Ins. Co.  
INSURER B: Philadelphia Indemnity Ins. Co.

**POLICY/COVERAGE INFORMATION:**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INS. TYPE OF INSURANCE:                                          | POLICY NUMBER(S): | EFFECTIVE:           | EXPIRES:             | LIMITS:                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------|-------------------|----------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A GENERAL LIABILITY</b>                                       |                   |                      |                      |                                                                                                                                                                                                                                                             |
| <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | PHPK808058        | 1/1/2012<br>12:01 AM | 1/1/2013<br>12:01 AM | GENERAL AGGREGATE (Applies Per Event) \$2,000,000<br>EACH OCCURRENCE \$1,000,000<br>DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000<br>MEDICAL EXPENSE (Any one person) EXCLUDED<br>PERSONAL & ADV INJURY \$1,000,000<br>PRODUCTS-COMP/OP AGG \$2,000,000 |
| <input checked="" type="checkbox"/> Occurrence                   |                   |                      |                      |                                                                                                                                                                                                                                                             |
| <input checked="" type="checkbox"/> Participant Legal Liability  |                   |                      |                      |                                                                                                                                                                                                                                                             |
| <b>B UMBRELLA/EXCESS LIABILITY</b>                               |                   |                      |                      |                                                                                                                                                                                                                                                             |
| <input checked="" type="checkbox"/> Occurrence                   | PHUB368206        | 1/1/2012<br>12:01 AM | 1/1/2013<br>12:01 AM | AGGREGATE (Applies Per Event) \$4,000,000<br>EACH OCCURRENCE \$4,000,000<br>RETENTION/DEDUCTIBLE \$10,000                                                                                                                                                   |
| <input checked="" type="checkbox"/> SIR                          |                   |                      |                      |                                                                                                                                                                                                                                                             |

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:**

The certificate holder is an Additional Insured with respect to liability arising out of the negligence of the Named Insured as per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002).

Coverage only applies with respect to tournaments, practices, exhibitions, clinics and related activities sanctioned and approved by USA Water Ski, Inc.

**CERTIFICATE HOLDER:**

City of Roseville MN  
2680 Civic Center Drive  
Roseville, Minnesota 55113

**NOTICE OF CANCELLATION:**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**AUTHORIZED REPRESENTATIVE:**



  
**REQUEST FOR COUNCIL ACTION**

Date: 02/13/12  
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Adopt a Resolution to Approve 2012 Apportionment of Assessments

**BACKGROUND**

Whenever the legal description of property changes, it is necessary to reassign levied assessments remaining on the property to the proper frontage or area of the lot or lots. This is called "Reapportionment of Assessments." This typically happens when a property is subdivided or an easement is recorded on the property. The City Council must approve all reapportionments.

Until 1993, each reapportionment was done with a separate Council Action request and Resolution. The need to process separate reapportionments was very costly and time consuming. In the past, there have been as many as 30 reapportionments in a single year. By adopting one resolution authorizing the Public Works Director to reapportion the assessments, we are saving the City time and money.

**POLICY OBJECTIVE**

The City Council must approve the reapportionment of levied assessments. The engineering staff does the calculations to reapportion the assessments and processes all support documentation for each request.

**STAFF RECOMMENDATION**

This system has been used since 1993 and has worked well. It is the staff recommendation to continue this action in 2012.

**REQUESTED COUNCIL ACTION**

Approval of a resolution authorizing the Public Works Director to reapportion assessments in 2012.

**Prepared by:** Sally Ricard, Department Assistant  
**Attachments:** A: Resolution

**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 13<sup>th</sup> day of February, 2012, at 6:30 p.m.

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

Member introduced the following resolution and moved its adoption:

**RESOLUTION No.**

**RESOLUTION RELATING TO APPORTIONMENT OF  
ASSESSMENTS FOR THE YEAR 2012**

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

WHEREAS, the assessment rolls for various improvements in the City of Roseville were certified to the County Auditor of the County of Ramsey, and since the certifications, a number of parcels of property contained within said assessment rolls have been divided and conveyed, and

WHEREAS, said division requires that apportionment of the original assessments be made by the City Council of the City of Roseville in order that the proper assessment can be extended by the County Auditor against each parcel of property thereafter, and

WHEREAS, during the year, numerous requests to apportion the original assessments on numerous parcels received by the City of Roseville, and

WHEREAS, it would be more expedient to allow the Public Works Director or his assigned staff to apportion the original assessments in as much as the City Council of the City of Roseville approves all apportionment prepared by city staff when requested,

NOW, THEREFORE, the City Council of the City of Roseville does hereby authorize the Public Works Director or his assigned personnel to make the apportionment of original assessment against all of the requested properties for the year of 2012.

The City Manager of the City of Roseville is hereby authorized to prepare a certified copy of this resolution and to certify the same to the County Auditor of Ramsey County, Minnesota.

46  
47 The motion for the adoption of the foregoing resolution was duly seconded by Member  
48 and upon a vote being taken thereon, the following voted in favor thereof:  
49 and the following voted against the same: .

50  
51 WHEREUPON said resolution was declared duly passed and adopted.

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 13<sup>th</sup> day of February, 2012, with the original thereof on file in my office.

William J. Mallinen, City Manager

(SEAL)

  
**REQUEST FOR COUNCIL ACTION**

Date: Feb. 13, 2012  
Item No.: 7.f

---

Department Approval

City Manager Approval

*WJ Malinen*

---

Item Description: Receive City Attorney Evaluation Report

---

**BACKGROUND**

As a provision of the City Attorney contract, the City Manager shall annually evaluate the performance of both Civil and Prosecuting City Attorney services.

In conducting the evaluation for civil work, the City Manager confers with City Council Members and City staff to solicit feedback and comments about the attorneys' work. The areas he discusses include analysis, advice, written product, timeliness of response, attitude, presence, relationship with staff and Council, and intergovernmental relations.

The City Manager has found that the City Attorney's office has performed their services in a satisfactory manner, and that previous references to establishing themselves and earning the confidence of city staff have been accomplished. The other previous reference to adequate notification on legal opinion has also been addressed.

Virtually all contacts expressed positive working relations with the firm and attorneys, and expressed appreciation for aspects of the work performed.

In conducting the evaluation of the Prosecuting Attorney performance, the City Manager relied upon feedback from the Police Department and Community Development. The Prosecuting Attorney's office received excellent marks and comments. They are responsive to staff, and communicate clearly and effectively. Staff appreciates their engagement in community issues.

**POLICY OBJECTIVE**

Ensure the City gets the best value for contracted services.

**BUDGET IMPLICATIONS**

None.

**STAFF RECOMMENDATION**

Accept City Manager's report.

**REQUESTED COUNCIL ACTION**

Accept City Manager's report.

Prepared by: William J. Malinen, City Manager  
Attachments: None

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: February 13, 2012  
Item No.: 7.g

Department Approval

*Timothy O'Neill*

City Manager Approval

*W. J. Mahonen*

Item Description: Authorize Fire Department to Utilize Reserve Funds for Payment of Demolition Costs, Phase I and Phase II Planning Services

**BACKGROUND**

On December 12, 2011 the Roseville City Council authorized the Fire Department to enter into contracts for architectural and construction management services related to the building of a new fire station. The Council authorized the Fire Department to utilize bond funds to make payment for these services.

The Fire department is continuing with the planning process for the new fire station and has completed schematic design phase, and are currently working through the design development phase. At the conclusion of the construction document phase the Fire Department will have committed about \$352,975 to architectural services, \$49,200 for construction management services and approximately \$100,000 in phase one costs and station demolition costs.

**PROPOSED ACTION**

With the pending litigation against the City, related to the issuing of the bonds, the Fire Department would like to seek approval to identify the Building Replacement Fund as an alternate funding source should the litigation delay our ability to use bond funds or in the event the City would lose the litigation and not have the ability make payment using bond funding.

While the phase II contracts allow the City to stop service at any time in the planning or construction process it is our plan to continue the planning process until the City receives a litigation decision or until the completion of the construction document phase.

**FINANCIAL IMPACTS**

The Fire Department will have approximately \$400,000 committed to Phase II professional services through completion of the Construction Document phase and an additional \$100,000 in Phase I and demolition costs. The fire department is recommending that the City Council approve the use of the Building Replacement Funds should the pending litigation delay or prohibit our ability to make payments for demolition, Phase I, and Phase II fire station planning services.



30

31 **STAFF RECOMMENDATION**

32 Staff recommends that the City Council authorize the Fire Department to utilize Building  
33 Replacement Funds for the payment of demolition, Phase I and Phase II planning services in the  
34 event that litigation pertaining to the issuance of bonds delay or prohibit the Fire Departments  
35 ability to use bond funds to make payment.  
36

37 **REQUESTED COUNCIL ACTION**

38 Motion to authorize the Fire Department to utilize Building Replacement Funds for the payment  
39 of demolition costs, Phase I and Phase II planning services in the event that litigation pertaining  
40 to the issuance of bonds delay or prohibit the Fire Departments ability to use bond funds to make  
41 payment.  
42

43  
44 **Prepared by: Timothy O'Neill, Fire Chief**

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 2-13-12  
Item No.: 7 . h

Department Approval



City Manager Approval



Item Description: Accept and Recognize General Donations to the City of Roseville

**BACKGROUND**

Over the years the City of Roseville has received many donations from citizens and program participants. These gifts have been in the form of both materials and monies. When staff is notified of a potential donation, they first make a determination of whether to recommend acceptance based on the suitability of the item for the city. An acceptance request is then forwarded to the City Council.

A list of recent donations is listed below to be accepted and recognized.

**POLICY OBJECTIVE**

The following is the City of Roseville's policy regarding the acceptance of donations:

- Minnesota Statute requires all donations to be officially accepted by the City Council.
- The staff will not solicit donations.

No conditions or promises of future favorable city action on their behalf may be attached to a gift.

**FINANCIAL IMPACTS**

Approved donations for budgeted items may result in a budget reduction and an improved status of Roseville Parks and Recreation.

**STAFF RECOMMENDATION**

Staff recommends acceptance and recognition of these donations

**REQUESTED COUNCIL ACTION**

Motion authorizing acceptance and recognition of the following donations:

| <u>DONOR</u>       | <u>ITEM</u>                            | <u>Value</u> |
|--------------------|----------------------------------------|--------------|
| Geraldine Jokimaki | Canna & Dahlia bulbs                   | \$100        |
| Maggie Moris       | Cash for Shrub & Perennials            | \$375        |
| Maggie Moris       | Cash for Fruit Trees for Edible Garden | \$100        |
| Elsie Riggs        | Iris Bulbs                             | \$72         |
| Patti Sullivan     | Perennials                             | \$650        |
| Lydia Midness      | Perennials                             | \$830        |

|    |                            |                                                      |        |
|----|----------------------------|------------------------------------------------------|--------|
| 28 | Roseville Rotary           | Trees for Rotary Woods                               | \$1000 |
| 29 | Jennifer Harden            | Seed Starter Kit & Supplies                          | \$ 111 |
| 30 | Allen and Theodora Lathrop | 1 Red Bench at Veterans Memorial                     | \$1200 |
| 31 | Denny Malarkey             | 2 Red Benches at Victoria Ballfields                 | \$2400 |
| 32 | Linders                    | Gifts for Adopt-A-Park & Flower Power Volunteers     | \$ 100 |
| 33 | Bill Krita                 | Cash for Carter Geyen Memorial Bench                 | \$1000 |
| 34 | Joetta Barness             | Cash for Carter Geyen Memorial Bench                 | \$1000 |
| 35 | Friends of the OVAL Found. | Floyd Bedbury Memorial- Olympian Recognition Display | \$3400 |
| 36 | Tony & Dorothy LaBrash     | Freezer for/at Harriet Alexander Nature Center       | \$479  |
| 37 | Bill Malinen               | 70 Disney & various youth orientated movies          | \$70   |
| 38 | Mark Shivers               | 4 baseball gloves for youth programs                 | \$50   |
| 39 | AA Group                   | Cash donation for Youth Scholarships                 | \$100  |
| 40 | Lake Owasso Garden Club    | Cash donation honoring Beth Otto                     | \$100  |
| 41 | Roseville Fire Angels      | Cash for Recreation Program Scholarships             | \$1000 |
| 42 | North Suburban Gavel       | Cash Donation to Parks & Recreation                  | \$500  |
| 43 | Barb and Ed Obeda          | Weight Bench to the Skating Center                   | \$100  |
| 44 | Golden K Kiwanis           | Cash for Youth Programs                              | \$750  |
| 45 | Joe and Patricia Smith     | Cash for Programs                                    | \$ 50  |
| 46 |                            |                                                      |        |

Prepared by: Lonnie Brokke, Director of Parks and Recreation

Date: February 13, 2012

Item: 10.a

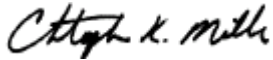
Receive Roseville  
Area Schools Report

No Attachment

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: 02/13/12  
Item No.: 9 . a

Department Approval



City Manager Approval



Item Description: Adopt an Ordinance Amending City Code Chapter 306: Cigarette and Tobacco Products

**BACKGROUND**

At the January 23, 2012 City Council meeting, the Council discussed whether to amend City Code Chapter 306 which regulates the sale of tobacco. The Council concluded that the Code should be amended to accommodate additional types of tobacco products and devices that have recently become available to consumers. They include (but are not limited to); tobacco-laced mints and “e-cigarettes.” E-cigarettes are typically a plastic container (that looks like a cigarette and may even have a red-lighted end) that delivers nicotine through a mist. The e-cigarettes are smokeless, but are still a nicotine-delivery device.

The Council also concluded that the Code should be amended to prohibit smoking indoors under all circumstances including tobacco shops that are partially exempt under the State’s Minnesota Clean Indoor Act of 1975 and the Freedom to Breathe Act of 2007. Under State Statute, tobacco shops are allowed to permit patrons to smoke for purposes of “sampling”. However, Municipalities have the authority to enact stricter regulations.

In making the decision to ban all indoor smoking, the Council noted that the emergence of hookah lounges or hookah bars and the activities that take place in those establishments presented a number of health concerns for patrons and employees. The Council also noted that these activities go beyond the concept of “sampling” allowed under State Statute.

During the discussion, it was mentioned that there are no known existing establishments that would be impacted by the proposed changes.

*For background purposes,  
the following excerpt from the January 23, 20112 Staff Report is presented.*

***Tobacco Products and Devices Definition Revision***

*In 2010, the State Legislature passed the Tobacco Modernization and Compliance Act. The primary feature of the Act was to expand the definition of what is regulated as tobacco in the State of Minnesota. The Act is formally defined in Minnesota Statutes, Section 279F.01, subd. 19, as:*

33 "Cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready  
34 rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist  
35 tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings  
36 and sweepings of tobacco, and other kinds and forms of tobacco."

37  
38 The definition is now expanded to also include:

39  
40 "Any products containing, made, or derived from tobacco that is intended for human  
41 consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed,  
42 or ingested by any other means, or any component, part, or accessory of a tobacco  
43 product."

44  
45 This revised definition includes new products on the market, such as tobacco-laced mints  
46 and "e-cigarettes." The e-cigarettes are typically a plastic container (that looks like a  
47 cigarette and may even have a red-lighted end) that delivers nicotine through a mist. The e-  
48 cigarettes are smokeless, but are still a nicotine-delivery device.

### 49 **Tobacco Shop Considerations**

50  
51 ... Currently, the City Code is largely absent when it comes to regulating "tobacco shops",  
52 deferring again to State Statute for guidance. State Statute 144.4167, subd 4 defines  
53 "tobacco shops" (in a particular context) as:

#### 54 **Subd. 4. Tobacco products shop.**

55  
56 Sections 144.414 to 144.417 do not prohibit the lighting of tobacco in a  
57 tobacco products shop by a customer or potential customer for the specific purpose  
58 of sampling tobacco products (emphasis added). For the purposes of this  
59 subdivision, a tobacco products shop is a retail establishment with an entrance  
60 door opening directly to the outside that derives more than 90 percent of its gross  
61 revenue from the sale of loose tobacco, plants, or herbs and cigars, cigarettes,  
62 pipes, and other smoking devices for burning tobacco and related smoking  
63 accessories and in which the sale of other products is merely incidental. "Tobacco  
64 products shop" does not include a tobacco department or section of any individual  
65 business establishment with any type of liquor, food, or restaurant license.

66  
67 This definition stems from the Minnesota Clean Indoor Act of 1975 and the Freedom to  
68 Breathe Act of 2007 which regulated where smoking could occur indoors. While the  
69 definition of a tobacco shop is defined, the term "sampling" is not. This is important  
70 distinction because a new type of tobacco establishment has been emerging in the Twin  
71 Cities area that is significantly different than what we might think of as 'traditional' tobacco  
72 shops. They are known as "hookah lounges", "hookah bars", or "hookah cafes".

73  
74 For purposes of this discussion, a 'traditional' tobacco shop can be categorized as a place  
75 where people can sample tobacco products for a brief period of time before deciding  
76 whether to make a purchase. One might suggest that the sample would be represented by a  
77 very small portion of a cigar or pouch of pipe tobacco for example. It would therefore be  
78 reasonable for a prospective buyer to spend a minute or two to sample the product before  
79 making the purchase for consumption away from the premises.

82 *In contrast, hookah lounges market themselves as a social destination or hangout. Hookah*  
83 *lounges typically feature sofas, chairs, tables, and televisions. Patrons are invited to*  
84 *smoke/inhale tobacco products over an extended period of time either as individuals or in a*  
85 *group setting where everyone consumes the same product selection. It would not be unusual*  
86 *for a patron to consume tobacco products and/or remain in a hookah lounge for an hour or*  
87 *more. It could be argued that this surpasses the concept of “sampling” contemplated in the*  
88 *Clean Indoor and Freedom to Breathe Acts.*

89  
90 *End of Excerpt*  
91

---

92  
93 A proposed Ordinance amending Chapter 306 is included in Attachment A.  
94

95 **POLICY OBJECTIVE**

96 The Council is asked to consider the attached ordinance that includes a revised definition of tobacco  
97 products and to ban all indoor smoking.

98 **FINANCIAL IMPACTS**

99 Not applicable.

100 **STAFF RECOMMENDATION**

101 Not applicable.

102 **REQUESTED COUNCIL ACTION**

103 Motion to Adopt the Ordinance amending City Code Chapter 306 to expand the definition of tobacco  
104 products and to ban all indoor smoking.  
105

106 Prepared by: Chris Miller, Finance Director  
Attachments: A: Proposed Ordinance to amend City Code Chapter 306  
B: Current City Code Chapter 306  
C: Description of Newer Tobacco Products  
107

City of Roseville  
ORDINANCE No. \_\_\_\_\_

**AN ORDINANCE AMENDING TITLE 3, SECTION 306.01; REDESIGNATING  
EXISTING SECTIONS 306.05, 306.06, 306.07 AS SECTIONS 306.06, 306.07, 306.08  
RESPECTIVELY; ADDING A NEW SECTION 306.05; RELATING TO TOBACCO  
PRODUCTS**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 3, Section 306.01 of the Roseville City Code is amended to read as follows:

TOBACCO RELATED PRODUCT: Cigarettes, cigars, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready, rubbed and other smoking tobacco, snuff, snuff flower, Cavendish, plug and twist tobacco, fine cut and other chewing tobaccos, shorts, refuse scraps, clippings, cuttings and sweepings of tobacco prepared in such manner as to be suitable for chewing, sniffing or smoking in a pipe, rolling paper or other tobacco related devices. Also, any products containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product.

SECTION 2: Title 3, Section 306.05, 306.06, and 306.07 of the Roseville City Code are re-designated as Sections 306.06, 306.07, and 306.08 respectively.

SECTION 3: The following new Section 306.05 is added to Title 3 of the Roseville City Code:

306.05. Indoor Smoking Prohibited: It shall be unlawful for the lighting, inhaling, exhaling or combination thereof of tobacco, tobacco products, or tobacco related devices by any person in any retail establishment.

SECTION 5: Effective date. This ordinance shall take effect upon its passage and publication.



142 Passed by the City Council of the City of Roseville this 13th day of February, 2012.

143

144

145

146 (SEAL)

147

148

149

150

CITY OF ROSEVILLE

151

152

153

BY: \_\_\_\_\_

154

Daniel J. Roe, Mayor

155 ATTEST:

156

157

158

\_\_\_\_\_  
William J. Malinen, City Manager

159

## CHAPTER 306 CIGARETTE AND TOBACCO PRODUCTS

### SECTION:

306.01: Definitions

306.02: License Required

306.03: Application

306.04: Prohibited Sales

306.05: Identification

306.06: Violations

306.07: Appeal

### **306.01: DEFINITIONS:**

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

INDIVIDUALLY PACKAGED: Any package containing only one individually wrapped item. Included are single packs of cigarettes or single cans or containers of tobacco related products. Not included are cartons containing two or more individually packaged packs of cigarettes or similar packages containing multiple cans or containers of tobacco related products.

SELF SERVICE MERCHANDISING: An open display of tobacco products which the public has access to without the intervention of an employee.

TOBACCO RELATED PRODUCT: Cigarettes, cigars, cheroots, stogies, perique, granulated, plug cut, crimp cut, ready, rubbed and other smoking tobacco, snuff, snuff flower, Cavendish, plug and twist tobacco, fine cut and other chewing tobaccos, shorts, refuse scrips, clippings, cuttings and sweepings of tobacco prepared in such manner as to be suitable for chewing, sniffing or smoking in a pipe, rolling paper or other tobacco related devices. (Ord. 1133, 1-24-94)

### **306.02: LICENSE REQUIRED:**

No person shall keep for retail sale or sell at retail any tobacco product as defined in this Chapter without a license. (Ord. 1133, 1-24-94)

### **306.03: APPLICATION:**

The application shall state the full name and address of the applicant, the location of the building and the part to be used by the applicant under the license, the kind of business conducted at such location and such other information as shall be required by the application form. (Ord. 1133, 1-24-94)

### **306.04: PROHIBITED SALES:**

No person shall sell or give away any tobacco related product to any person under the age of 18 years, no person shall sell or dispense any tobacco product through the use of a vending machine, and it shall be unlawful for any person to offer for sale any individually packaged tobacco related product by means

196 of self-service merchandizing. All sales must be made in such a manner that requires the vendee to  
197 specifically ask for the tobacco product and all other sales are unlawful. (Ord. 1133, 1-24-94)

198 **306.05: IDENTIFICATION:**

199 Any person who sells a tobacco product must require identification if such person has any reason to  
200 believe that the purchaser is less than 18 years of age. (Ord. 1133, 1-24-94)

201 **306.06: VIOLATIONS:**

- 202 A. Misdemeanors: Any person who violates this Chapter shall be guilty of a misdemeanor.
- 203 B. Penalty for Noncompliance: In addition to any criminal penalties which may be imposed by a court  
204 of law, the City Manager may suspend or revoke a license on a finding that the license holder or its  
205 employee has failed to comply with this Chapter.
- 206 C. Minimum Penalty: In no event shall a penalty be less than:
- 207 1. For a first violation, the mandatory minimum penalty shall be the administrative penalty imposed  
208 pursuant to City Code Section 102.01C.
- 209 2. For a second violation in 12 months the mandatory minimum penalty shall be suspension for two  
210 days.
- 211 3. For a third violation in 12 months the mandatory minimum penalty shall be suspension for five  
212 days.
- 213 D. Hearing and Notice: Revocation or suspension of a license shall be preceded by a hearing before the  
214 City Manager. A hearing notice shall be given at least ten days prior to the hearing, including notice  
215 of the time and place of the hearing and shall state the nature of the charges against the licensee.  
216 (Ord. 1133, 1-24-94)

217 **306.07: APPEAL:**

218 The aggrieved party may appeal the decision of the City Manager within ten days of receiving notice of  
219 the City's action. The filing of an appeal stays the action of the City Manager in suspending or revoking  
220 a license until the City Council makes a final decision. The City Council may modify the suspension or  
221 revocation. (Ord. 1133, 1-24-94)  
222

# New Tobacco Products

## Camel Dissolvable Tobacco Products

RJ Reynolds began test-marketing dissolvable tobacco products in early 2009. These products dissolve when placed in the mouth, releasing nicotine. Users do not need to spit when using this product. Three varieties of dissolvable tobacco will eventually be available nationwide:

- Camel Orbs
  - 12 orbs per package
  - Lasts about 10 to 15 minutes; 1 milligram of nicotine each
- Camel Sticks
  - 12 sticks per package
  - Lasts about 20-30 minutes; 3.1 milligrams of nicotine each
- Camel Strips
  - 12 strips per package
  - Lasts about 2-3 minutes; 0.6 milligrams of nicotine each

The average smoker takes in 1 milligram of nicotine per cigarette. So, the sticks pack quite a dose of nicotine. Currently, these products are being test-marketed. It is unclear when these products will hit Minnesota.



Camel Dissolvable Tobacco Products

## Camel Snus

Camel Snus is a smokeless, spitless tobacco product. Small pouches filled with tobacco are placed between the gum and lip where nicotine can be absorbed.

Market-testing on Snus began in select cities in April, 2006. Market-testing in Minneapolis and St. Paul began in May, 2008. Snus was released Nationwide in 2009.

Snus is currently sold in 15 pouch tins (see picture). Each pouch delivers 2.4 milligrams of nicotine. Snus is available in the following flavors: Frost, Mellow, Robust, and Winterchill, and Mint (Minnesota only).

RJ Reynolds markets Snus as "Pleasure for Whenever"—suggesting that the product can be discreetly used where other tobacco products can't.



Snus is currently available in only two flavors: Frost and Mellow. Pictured are Snus tins and the tobacco pouches found inside.

Source: [http://tobaccoproducts.org/index.php/Camel\\_Snus#\\_note-0](http://tobaccoproducts.org/index.php/Camel_Snus#_note-0)  
<9/30/09>

## Camel Crush

Camel Crush is a "customizable" cigarette. There is a small blue bead in the filter that a smoker can squeeze to release menthol flavoring into the cigarette. In this way, smokers can switch from a regular cigarette to a menthol cigarette with the simple squeeze of the filter.

Menthol cigarettes are most popular with youth and African Americans.

Source:

[http://www.tobaccoproducts.org/index.php/Camel\\_Crush](http://www.tobaccoproducts.org/index.php/Camel_Crush)

<9/30/09>



Camel Crush Package

Up close view of menthol bead found in Camel Crush filters



## Little Filtered Cigars

These little "cigars" are really just cheap cigarettes. They look and feel like cigarettes with one exception, they have a small amount of tobacco in the rolling paper. They are, therefore, able to be called cigars and can avoid cigarette taxes. As a result, these products are extremely cheap (\$1.59-\$2.50 per pack) compared to approximately \$6 per pack for cigarettes. These products are likely appealing to youth and low-income as these groups are price sensitive.



Remington Filter Cigars In Full Flavor

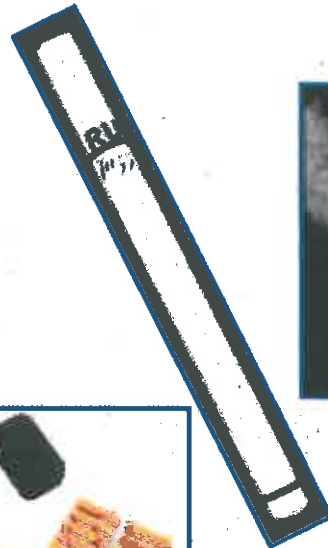


Remington ad found at a St. Paul, MN store in July, 2009. Notice the similarity to the famous Obama promotional poster.

## E-Cigarettes

E-cigarettes are electronic nicotine delivery devices. These devices do not contain any tobacco. Users inhale a nicotine infused vapor. Not much is known about the health impact of these devices. A number of companies manufacture e-cigarettes.

As of 2010, Minnesota law prohibits the sale of e-cigarettes to minors.



E-cigarette user exhaling nicotine vapor.



**Ramsey**  
**Coalition**

02/02/2011





# Hookah:

## Background, History, and Health Consequences

### What is hookah?

Hookah is a waterpipe that is used to smoke tobacco. A special type of tobacco is indirectly heated using coals or wood embers. Hookah is also known as shisha, sheesha, narghile, argileh, goza, and hubbly-bubbly.

### What type of tobacco is used in a hookah pipe?

The tobacco used in a hookah is called shisha or maassel. Shisha is a sticky mixture of tobacco, honey or molasses, and other flavorings. Shisha is available in many flavorings such as: bubble gum, peanut butter, mango, grape, and mint.



### How long have people been smoking hookah?

Hookah smoking originated many centuries ago. The exact origins of hookah are unclear. Many believe that hookah originated in India.

Today, hookah is popular in the Middle East, Turkey, and parts of Asia and Africa.

### Who uses hookah in the United States?

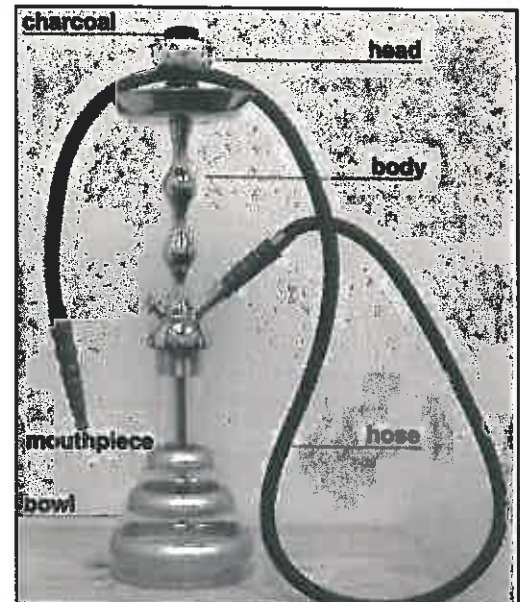
Hookah is growing in popularity in the United States particularly among college students. Hookah bars or lounges are popping up across the country and are seen as a place to gather with friends and socialize.

In the Twin Cities, hookah is particularly popular among East African Immigrant groups (Somali and Oromo) and the young adult/college student population.

### What are the health effects of hookah use?

Hookah smoking carries the same or similar health effects as smoking cigarettes and exposure to secondhand smoke: cancer, heart disease, and respiratory disease.

The social nature of hookah also puts users at risk for other infectious diseases like tuberculosis, hepatitis, and meningitis. Hookah is often smoked in a group where many people share a common mouthpiece.



*Specially made tobacco (shisha) is placed on the head of the hookah under a sheet of tinfoil. Red hot charcoal or wood embers are then placed on top of the tinfoil. The shisha burns releasing smoke, which is cooled by the water in the bowl and then inhaled through the hose/ mouthpiece.*



## How does hookah smoking compare to cigarette smoking?

Hookah smokers inhale as much smoke from a typical hookah session as a cigarette smoker would inhale from **100-200 cigarettes**.

- Typical cigarette: 500-600 mL of inhaled smoke
- Typical hookah session: 90,000 mL of inhaled smoke

In a hookah, charcoal or wood cinders are used to burn the tobacco. This method adds health risks as burning charcoal and wood cinders release CO and heavy metals. To make matters worse, many hookah lounges in the U.S. use "quick lighting" charcoal which releases more CO than traditional charcoal.

## How do hookah "lounges" work?

Hookah is usually smoked in a social setting. Hookah lounges or bars are run much like a café. Customers sit down and order a flavor of hookah tobacco from a menu. The hookah pipe is then prepared and "served" to the customers, who smoke the hookah on site. A typical hookah session lasts between 30-90 minutes.



*Hookah tobacco is burned using charcoal or wood embers. This method of burning releases CO and heavy metals.*



*Popular tattoo artist and t-shirt designer Ed Hardy now manufactures hookah pipes and hookah accessories (shisha tobacco and coals)— a sure sign that hookah smoking is growing in popularity with the young adult/college student population. The hookah pictured above is an Ed Hardy design.*

## Does hookah pose a fire risk?

Hookah tobacco is heated using red hot coals or embers. These coals are often kept in an open indoor fire pit, which is a fire hazard.

## Is hookah smoking prohibited indoors?

The Minnesota Clean Indoor Air Act (MCIAA) prohibits smoking in almost all indoor spaces. However, the MCIAA has an exemption for sampling of tobacco in tobacco shops. Hookah lounges are exploiting this loophole in the MCIAA by claiming the tobacco shop exemption. Local communities can choose to prohibit all sampling of tobacco. An ordinance prohibiting all sampling of tobacco would prohibit any tobacco shop or hookah lounge from allowing any smoking of tobacco on premises.

### Sources:

1. American Lung Association.
2. World Health Organization.
3. Centers for Disease Control and Prevention.
4. Cobb, L, et al. *Am J Health Behavior* 2010;34(3):275-285



  
**REQUEST FOR COUNCIL ACTION**

Date: 2/13/12  
Item No.: 12.a

Department Approval



City Manager Approval



Item Description: Approve Plans for County Road C-2 Construction Project

**BACKGROUND**

At the October 17, 2011 meeting, the City Council approved the construction of the connection of County Road C-2 between Hamline and Lexington. This project is scheduled for construction in 2012. The project that was approved by the City Council:

- Construct Road County Road C-2 connection between Griggs and Dunlap. To save some of the trees in the right of way, staff is proposing to construct this street segment at a 28 foot width. No parking will be allowed in this segment.
- Construct a 6 foot wide concrete sidewalk along the north side of County Road C-2 between Hamline and Lexington. The segment of sidewalk between Fernwood Street and Lexington Avenue will be constructed by Pulte Homes as part of the Josephine Woods development.
- Install a parking bay on the north side of County Road C-2 along Cottontail Park. In all other locations between Hamline and 1261 County Road C-2, the north curb line will be moved 4 feet south to define the on street parking bay and narrow the rest of the road. No parking will be allowed where the street is narrowed.
- Street trees installed along the segment of road included in the construction project.
- Construct colored concrete pedestrian crossings at Hamline, Cottontail Park, and Lexington.

Staff held a Public Open House on January 12<sup>th</sup>, 2012. The meeting was attended by about 40 property owners. The majority of the attendees live on County Road C-2. Many of the comments provided to staff were incorporated into the final plans. Items that staff has identified during the plan development process that staff would like to bring to the City Council's attention as a part of the final plan approval.

- Existing site conditions: Staff has identified some construction debris, including concrete and bituminous chunks that will need to be removed from the site of the road connection construction. The soil borings show no evidence of the contamination that was found on the Josephine Woods site.
- Hamline right turn lane: Staff is recommending the construction of a right turn lane at the intersection of County Road C-2/ Hamline Avenue. For safety, we need to line up the lanes on this segment of County Road C-2 with the lanes west of Hamline. While the road west of Hamline is the same width as the road east of Hamline, the parking restrictions are different. Parking is permitted on the south side of the road west of Hamline. If we line up the centerlines, we would be unable to fit a right turn lane into the existing pavement width. As a result we recommend that the road be widened 3 feet to the north to accommodate a turn lane at this intersection.



- Lexington right turn lane: Staff is recommending the construction of right turn lane at the intersection of County Road C-2/Lexington Avenue. For safety, we need to line up the lanes on County Road C-2 east of Lexington. In order to line up the centerlines, we would be unable to fit a right turn lane into the existing pavement width. As a result we recommend that the road be widened 3 feet to the south to accommodate a turn lane at this intersection.
- Parking Restrictions: No Parking will be allowed on the north side of the street on the segment of County Road C-2 between Dunlap Avenue and Lexington Avenue. Parking will be allowed on the south side. This is the preference of the property owners in this segment and works well for lining up the centerlines of County Road C-2 across Lexington Avenue. A City Council resolution will be necessary to formally adopt the new parking restrictions east of Griggs. This will be brought to the City Council in the coming months.
- Storm Sewer improvements: Infiltration trenches and biofiltration basins will be constructed to address storm water rate and volume for the construction project. The City will get a Rice Creek Watershed District Permit for this project.
- Mailbox structure: the property owner at 1152 County Road C-2 has installed a large masonry mailbox in the right of way. No permit was issued for its construction. The mailbox will need to be removed from its current location on the cul- de- sac bulb and a new mailbox installed along the new curb line of the connected County Road C-2. However, the existing structure is less than 12 inches behind the curb and does not meet the clearance requirements of the City's mailbox standard. Mailboxes with supports that don't meet certain breakaway standards are considered hazards and do not conform to state statute on roads with speed limits over 40 mph. (State Statute 169.072 & Minn. Rule 8818.0300) The City and County have not taken a hard line of enforcement on the installation of these structures within the public right of way. However, they are a real safety concern for our plow drivers and for other vehicles travelling on the road. The property owner has asked that the City pay for the relocation or reconstruction of this mailbox as a part of the project. We estimate that the cost will be \$3000 to \$5000.
- 1120 County Road C-2: Staff has determined that the fence installed along the east property line of 1120 Lexington Avenue encroaches 7.5 feet into the public right of way. There is also a shed that was constructed without a building permit that encroaches into the right of way about 2 feet. The intersection sight lines meet all design standards and the fence is not within the intersection sight triangle. However, staff has received complaints from neighbors regarding sight lines at this intersection. Staff proposes to work with the property owner on relocating the fence out of the right of way and onto the property line. We have met with him once to discuss this safety issue. The relocation of this fence is estimated to cost \$10/ foot, provided the existing panels can be reused. A new fence would cost \$25/ foot. The relocation of the fence to meet code would also require the relocation of the shed and impact other features of the property owner's backyard.
- Scenario 2-Modify road profile between Merrill and Griggs: As discussed in the 2011 traffic study, the crest vertical curve at Merrill Street does not meet 30-mph design standards. This matter has been mitigated through the installation of an all way stop sign at this intersection. At the October 17 meeting, staff recommended that the road profile work be included in the future maintenance project anticipated in 5 to 10 years. To develop plans for the 2012 project, staff completed a field survey of the existing

conditions for the entire length of County Road C-2 between Hamline and Lexington. We developed a corridor design that meets MSA standards for both the short term and long term. The new design for the segment of the corridor between 1261 County Road C-2 and Griggs Street has a significantly lower cost than the one proposed in the County Road C-2 traffic study. The updated “Scenario 2” cost estimate is included in the financial discussion below. Including this segment in the 2012 project will mean less cost to the City and less disruption to the neighbors in the long run. The future project to lower the road profile in this street segment will mean the removal and reconstruction of the sidewalk and driveways included in the 2012 project. It will also mean that the property owners along County Road C-2 in this segment would only have one construction season disruption in the next 10 years. As a result of these items staff is recommending that we move ahead with the modifications to this segment this year.

#### **POLICY OBJECTIVE**

County Road C-2 from Snelling Avenue to Victoria Street is a street on the City’s Municipal State Aid (MSA) system. City policy is to use MSA funds to fund construction work on MSA streets. No assessments are proposed for this project.

#### **FINANCIAL IMPACTS**

What follows are updated cost estimates for the County Road C-2 construction project. These estimates include all roadway construction, driveway removal and replacement, boulevard restoration, tree removal, tree installation, and utility work necessary to complete the project described above. In the October 17 Council memo, we called the traffic study design “Scenario 2” and it included the Scenario 1 connection cost and the cost to reconstruct the road between Merrill and Griggs. For comparison purposes, both the 2011 Scenario 2 cost and the revised Scenario 2 cost in the table below, is only the cost to modify the profile of the road between Merrill and Griggs. The cost to construct the connection is the Scenario 1 cost. The revised estimates include a 10% contingency.

|                                                                     | 2011 estimate | Revised Estimate |
|---------------------------------------------------------------------|---------------|------------------|
| Scenario 1 (construct road connection between Griggs and Dunlap St) | \$131,000     | \$128,000        |
| Scenario 2 (modify road profile from Merrill St to Griggs)          | \$552,000     | \$225,000        |
| Narrow road between Hamline and Merrill St                          | \$114,000     | \$70,000         |
| Construct 6 ft wide sidewalk (north side of road)                   | \$125,000     | \$85,000         |
| Streetscape Cost                                                    | \$50,400      | \$20,000         |
| Construct right turn lane at Hamline Ave                            | NA            | \$8,000          |
| Construct right turn lane at Lexington Ave                          | NA            | \$8,000          |
| Total Estimated Project Cost                                        | \$972,400.00  | \$544,000.00     |

The project would be funded using MSA money. Staff has determined that we have adequate funds to support the proposed project.

#### **STAFF RECOMMENDATION**

Staff recommends the approval of the County Road C-2 plans with the following components:

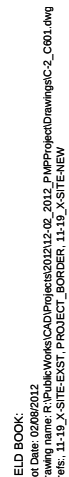
- Construct Scenario 1- County Road C-2 connection between Griggs St and Dunlap St.
- Construct Scenario 2- Modify profile between Merrill Street and Griggs Street.

- Narrow road between Hamline and Merrill Street as shown on the plans.
- Construct a 6 ft wide sidewalk on the north side of the road between Hamline and Fernwood Street.
- Install street trees.
- Install colored concrete cross walks at key pedestrian crossings
- Construct right turn lane at Hamline
- Construct right turn lane at Lexington
- Work with the property owner at 1152 County Road C-2 on the mailbox relocation issues.
- Work with property owner at 1120 County Road C-2 on relocating fence.

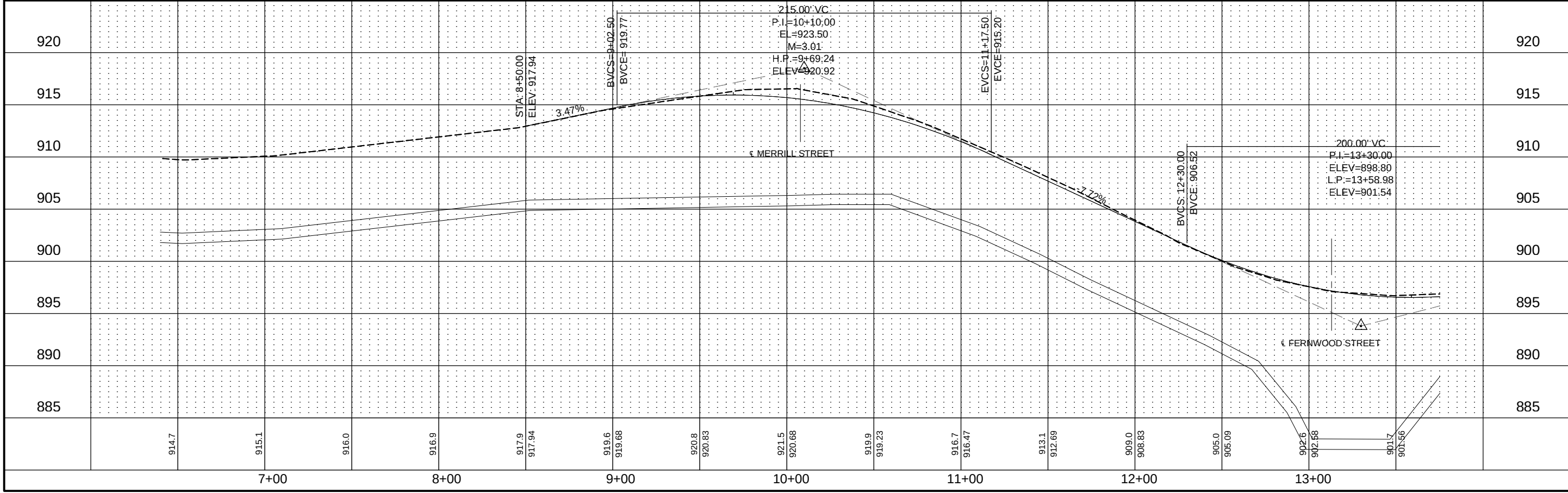
**REQUESTED COUNCIL ACTION**

Approve plans for County Road C-2 Construction Project.

Prepared by: Debra Bloom, City Engineer  
Attachments A: Construction Plans  
B: 1152 County Road C-2 Mailbox Photo  
C: County Road C-2 and Lexington intersection photo



FIELD BOOK:  
\* Job Date: 02/08/2012  
\* Drawing Name: R:\Public\Work\CAD\Projects\2012-02\_2012\_PMP\ProjectDrawings\C-2\_C002A.dwg  
\* User: PROJECT\_BORISER\_11/03/2012 SITE EAST CA 11/03/2012 SITE WEST



- NOTES:
1. CONTRACTOR IS RESPONSIBLE FOR HAVING UTILITIES LOCATED IN THE FIELD.
  2. SIGN RELOCATIONS (REMOVAL, PROTECTION AND REINSTALLATION) IS INCIDENTAL UNLESS OTHERWISE NOTED.
  3. RESTORE ALL DISTURBED AREAS WITH SOD.
  4. CONSTRUCT PEDESTRIAN CURB RAMP WITH TRUNCATED DOMES. SEE MnDOT DETAIL 7036G.

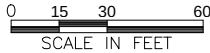
COUNTY ROAD C-2  
66' RIGHT OF WAY

TREE PLANTING LEGEND

INSTALL TREE



NOTE:  
SEE SHEET 4 FOR PLANTING SCHEDULE.



MATCHLINE STA. 6+50

MATCHLINE STA. 13+50

DELLWOOD ST.

MERRILL ST.

FERNWOOD ST.

COTTONTAIL PARK

1261

2891

1241

1231

1221

2874

2875

2874

2012 PAVEMENT MANAGEMENT PROJECT  
COUNTY ROAD C-2 FROM  
HAMLINE AVE. TO LEXINGTON AVE.

PLAN AND PROFILE FOR:  
STREET IMPROVEMENTS  
HAMLINE AVE. TO DELLWOOD ST.

SHEET NO. 5  
OF SHEETS 12

CITY PROJ. NO. 12-02 SAP NO. 160-216-018

ENGINEERING DEPARTMENT



NO. DATE BY DESCRIPTION OF REVISIONS

DESIGNED

DRT

CHECKED

DMB

DRAWN

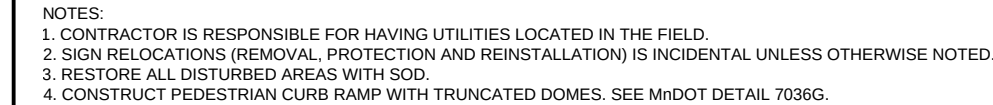
DRT

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

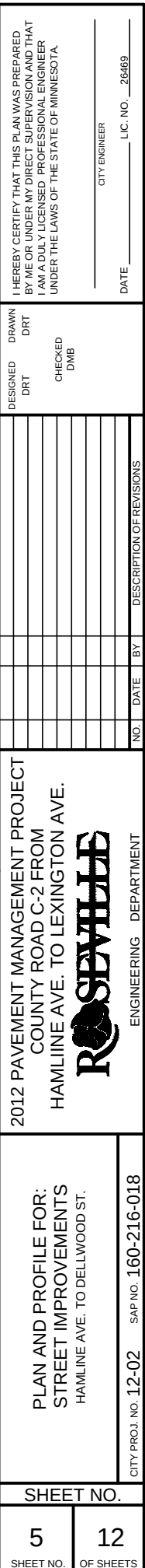
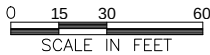
CITY ENGINEER

DATE LIC. NO. 28469





## 66' RIGHT OF WAY



1152 County Road C-2 Mailbox Photo





County Road C-2 and Lexington intersection photo



  
**REQUEST FOR COUNCIL ACTION**

Date: Feb. 13, 2012  
Item No.:12.b

Department Approval

City Manager Approval



Item Description: Discuss Strategic Planning from January 30, 2012 Council Meeting

**BACKGROUND**

At our first strategic planning session, we first discussed a synthesis of community aspirations which Mayor Roe had compiled following his review of prior strategic planning and other process documents. With input from other Councilmembers and Department heads and after considering the Cobalt presentation related to the community survey, we added some additional items. I have included that revised list, with the addition of one more bullet related specifically to city governance (for discussion at next session), to the attached list.

We next had a discussion wherein we proposed various short and long term goals after considering them in light of the following criteria:

- Control:** Those goals under the control of the City, not just Department Heads, but collectively as decision-makers;
- Impact:** The relative level of impact or change that a specific goal would make in our community; and
- Resources:** Whether the City had the available resources or could find resources to accomplish the goal.

In the attachment, I have taken the list of proposals, and organized them with respect to which of the aspirations they appear to reflect. Prior to our next discussion on February 13, 2012, we should all attempt to complete the following homework:

- Review the listing and note if you have any disagreements regarding the placement or wording of any of the listed items;
- Consider this list in light of the existing workplan, and come prepared to recommend:
  - o What should be added to the workplan from this new list
  - o What should be deleted from the existing workplan, because it is either accomplished or inconsistent with this list; and
  - o For Councilmembers - what three items you, individually, would like to focus your work on in the upcoming year.

37

38 For Department Heads – what three items do you most need Council assistance/support to  
39 achieve?

40

41 **POLICY OBJECTIVE**

42 Provide City Council with summary of goals and outcomes discussed at the January 30, 2012  
43 strategic planning session.

44 **BUDGET IMPLICATIONS**

45 None.

46

47 **STAFF RECOMMENDATION**

48 Review and discuss strategic planning summary.

49

50 **REQUESTED COUNCIL ACTION**

51 Review and discuss strategic planning summary.

52

Prepared by: Councilmember Tammy Pust  
Attachments: A. Outcomes Workplan

### **Community Aspirations:**

Roseville will continue to be a strong, vibrant, and vital community that is a desirable place in which to live, work, and play, because together we continue to aspire to be:

- economically healthy with a stable tax base;
- safe and law-abiding;
- welcoming, inclusive, diverse and respectful of each other;
- secure in our quality housing options;
- environmentally responsible, with healthy and well-maintained natural assets;
- engaged in our community's success through our roles as citizens, neighbors, volunteers, leaders, and businesspeople;
- physically and mentally active and healthy;
- well-connected internally and externally through transportation and technology infrastructure;
- governed by a competitively-supported professional staff that produces measurable results in a productive and cost-effective manner; and
- supportive and encouraging of creative, productive, and responsible economic endeavors, while conscious of impacts to our residential neighborhoods.

### **Organizational Mission Statement**

The City of Roseville will continue to plan and deliver effective, efficient, and customer-oriented services and infrastructure in support of these community aspirations.

## **Economically Healthy With a Stable Tax Base**

- Increase efforts toward business and economic development: Develop strategies; dedicate staff resources; engage the business & development community; enhance our “tool box”
- Implement economic development initiatives and policies currently under discussion in 2012.
- Stabilize property tax rates to encourage investment in and improve quality of Roseville housing
- Re-evaluate the Parks Improvement Plan.
- Actively pursue and implement a local option sales tax
- Continue implementation of the CIP program.
- Implement phase II of the utility infrastructure financing package (remaining 50% needed).
- Revisit program priorities and consider eliminating lesser-valued programs to create new funding for higher-valued or underfunded programs.
- Partnerships: strengthen existing and seek out new partnerships to improve service delivery and reduce costs where feasible, including fire services and other
- Improve/increase shared services by better collaboration with other local government (public safety/administration/parks and recreation)
- Establish sustainable funding mechanisms for the replacement of city information systems, streets, sidewalks, and parking lots.
- Support a diversified economy: Variety of Employment Opportunities; Head of Household Wage Jobs
- Offer Fee Based Services to Residents

## **Safe and Law-Abiding**

- Continue with Fire Department Station planning and construction
- Increase traffic and pedestrian safety by increasing the number of traffic related contacts and enacting a city-wide process to address traffic concerns expressed by citizens
- Increase the number of active Neighborhood Block Watch groups
- Increase the number of Trespass notices related to theft incidents
- Increase the number of deployments of Metro Transit Police Department's mobile platform
- Update City of Roseville dispense plan related to mass inoculations and vaccinations of area residents
- Increase ongoing efforts with retail community by adding commercial patrol officers
- Update Emergency Operations Plan and Training

## **Welcoming, Inclusive, Diverse and Respectful of Each Other**

- Establish Volunteer Management Program
- Improve communications with residents (Televised materials; News letter; Newspaper; Mailings)
- Increase civic engagement (Task Force Opportunities; Research Groups; Planning Groups)
- Develop cultural liaison program to develop stronger partnerships with new Americans and minority groups
- Implement a stake holders group that routinely exchanges information on cultural differences and their interactions with the police and other governmental service providers

## **Secure in our Quality Housing Options**

- Implement multi-family regulations with effective enforcement measures that will provide for well-maintained, sanitary, and safe multi-family properties.
- Expand the Neighborhood Enhancement Program proactive code enforcement efforts to commercial properties.
- Re-evaluate “nuisance code” language – is a flat tire a nuisance?
- Consider/provide insurance for community accidents (Self Insurance Programs; Policies for Assistance; Assistance in Protecting Homes)
- Build effective partnerships with the private sector to actualize new urban design concepts in future redevelopment
- Create incentives to foster redevelopment of underutilized properties and to eradicate areas of high-crime concentration.
- With the HRA, aggressively address the underlying issues affecting certain SE Roseville properties including possible acquisition.

## **Environmentally Responsible, with Healthy and Well-Maintained Natural Assets**

- Research and implement sustainable methods in areas where appropriate
- Develop and implement a tiered water and sewer rate structure for Residential vs. Commercial.
- Improve sustainability through purchases and practices
- Support and maintain Forestry Program
- Consider zoning upgrades to promote sustainability (programs to strongly encourage protection of lakes, ponds, and wetlands; improved regulations of parking lots regarding safety, aesthetics, runoff; support boulevard areas through enhanced design; energy efficiency)
- Walk the walk of Living Smarter and the Comprehensive Plan = LEED certification of public buildings; upgrade efficiency of public buildings; special initiatives for housing updates and upgrades

## **Engaged in our Community's Success Through our Roles as Citizens, Neighbors, Volunteers, Leaders, and Businesses**

- Develop strategies and plans for supporting our senior community
- Develop better connections between city government, school districts, and public and private providers of services to those in need in our community.
- Regular, routine meetings between key players – school reps, police & fire reps, code enf and HRA reps, parks & rec reps, county reps, local faith group reps (churches, Love INC, Habitat groups, etc.), NWYFS, Keystone, senior programs, etc. Work to establish strong connections between those who encounter folks in need (schools and city staff) to those who provide services for folks in need (volunteer groups, county agencies, etc.)
- Discuss and implement an ongoing, community driven visioning process
- Explore the potential for implementing a park board or park service district
- Explore the possibility of creating a finance commission
- Discuss and evaluate council goals and directives for city commissions
- Support Human Rights Commission efforts on civic engagement and neighborhoods

## **Physically and Mentally Active and Healthy**

- Successfully complete 2012 Park and Recreation Renewal Program (PRRP)

## **Well-Connected Internally and Externally Through Transportation and Technology Infrastructure**

- Increase connectivity and improve walkability by developing a build-out plan for existing pathway master plan and parks & rec master plan pathway components, including projected costs and timing (year 1, year 2, etc.); add missing short links to connect multi-family to bus stops and school crossings (on the same side of the street as the complex)
- Participate in regional transportation planning efforts-to ensure adequate regional resources are allocated to transit and transportation infrastructure to serve Roseville needs
- Continue to lobby for the Northeast Diagonal transportation corridor.



## **Governed by a Competitively-Supported Professional Staff that Produces Measurable Results in a Productive and Cost-Effective Manner**

- Continue to emphasize and refine our performance measurement by defining links between budget programs/functions and city goals/outcomes and defining performance measures in terms of achievement of those goals/outcomes
- Continue to evaluate and improve emergency medical care, services, & training
- Review current Firefighter (part-time) pay & benefits
- Implement technology upgrades to department operations that will increase department efficiency as well as greater citizen access to department information.
- Update the department strategic plan for the purpose of ensuring adequate resources are available to meet department goals
- Capital Improvement Plan implementation-Ensure best use of resources through analysis of condition assessments and tracking of maintenance in asset management program implementation
- Resume monthly council work sessions – 2 action meetings, 1 work session meeting per month)
- Evaluate administrative department and programs for efficiency and effectiveness
- Improve budget transparency, planning and evaluation
- Evaluate community based staffing program allowing firefighters to be on-duty in the fire station ready for immediate response to fire and medical emergencies
- Expand firefighter recruitment plan
- Complete fire department reorganization related to process/roles and responsibilities at all officer levels
- Continue cost containment of health insurance costs
- Implement HRIS (Human Resources Information System)
- Develop budgeting strategies to achieve a more united (even) compensation structure for union and non-union employees
- Implement ASU Best Value policy for professional contracts

- Increase the quality of Police Department training, especially in technology-related criminal investigations
- Refine the process for 2013-15 Park and Recreation Renewal Program

**Supportive and Encouraging of Creative, Productive, and Responsible Economic Endeavors, While Conscious of Impacts to our Residential Neighborhoods**

- Engage industry experts to identify programs and amenities necessary for cities to remain vibrant in the future. i.e. long-term planners, retail experts, housing and transportation officials, etc.

1 **Proposed Revised Attachment A:**

2  
3 (Roe draft 2/12/12)

4  
5 Proposed changes:

- 6  
7 1. Combine aspirations of “economically healthy...” with “supportive and encouraging  
8 of...”  
9 2. Combine “governed by a...” with the Organizational Mission Statement.  
10 3. Move goals and strategies related to government support for delivery of multiple  
11 aspirations under the Organizational Mission Statement, rather than under aspirations.  
12 4. Add existing Work Plan items into the mix, with edited summaries of status from 1/23/12  
13 report.

14 (See notes below for further explanations.)  
15  
16

## Revised Attachment A:

### Community Aspirations:

Roseville will continue to be a strong, vibrant, and vital community that is a desirable place in which to live, work, and play, because together we continue to aspire to be:

- Economically healthy with a stable tax base, while conscious of impacts to residential neighborhoods; (language added from previous final bullet item below)
- Safe and law-abiding;
- Welcoming, inclusive, diverse, and respectful of each other;
- Secure in our quality housing options;
- Environmentally responsible, with healthy and well-maintained natural assets;
- Engaged in our community's success through our roles as citizens, neighbors, volunteers, leaders, and businesspeople;
- Physically and mentally active and healthy; and
- Well-connected internally and externally through transportation and technology infrastructure;
- (combined with Organizational Mission Statement below) ~~Governed by a competitively supported professional staff that produces measurable results in a productive and cost-effective manner; and~~
- (combined with first bullet above) ~~Supportive and encouraging of creative, productive, and responsible economic endeavors, while conscious of impacts to our residential neighborhoods.~~

### Organizational Mission Statement:

The City of Roseville will continue to plan and deliver effective, efficient, and customer-oriented services and infrastructure in support of these community aspirations, implemented by a competitively supported professional staff that is guided by systematic performance measurement. (language added from previous bullet item above)

**Economically Healthy With a Stable Tax Base, While Conscious of Impacts to Residential Neighborhoods**

Existing Work Plan Items:

- Adopt Sub-Area Twin Lakes Regulating Map in accordance with City Zoning Code *(COMPLETED – adopted 9/25/11)*
- Modify and update City Code to be in compliance with Comprehensive Plan and Zoning Code *(IN PROGRESS – ADU adopted 10/10/11; Variance and Sign codes pending)*
- Strategically look at City’s role in fostering the redevelopment of Twin Lakes *(IN PROGRESS – Initial discussion 7/11; New Normal presentation 11/11; follow-up discussion required)*
- Create a comprehensive economic development policy and mission to support existing businesses within Roseville and that also markets our community and attract(s) new businesses *(IN PROGRESS – Initial discussion 9/11; New Normal presentation 11/11; follow-up discussion required)*

Items from January 30 meeting:

- (moved from Secure in our quality housing...) Create incentives to foster redevelopment of underutilized properties and to eradicate areas of high crime concentration
- (moved From Supportive and encouraging...) Engage industry experts to identify programs and amenities necessary for future cities to remain vibrant in the future. i.e. long-term planners, retail experts, housing and transportation officials
- Increase efforts toward business and economic development: Develop strategies; dedicate staff resources; engage the business & development community; enhance our “tool box”
- Implement economic development initiatives and policies currently under discussion in 2012
- (moved to Secure in our quality housing) ~~Stabilize property tax rates to encourage investment in and improve quality of Roseville housing~~
- (moved to Physically and mentally active and healthy) ~~Re-evaluate the Parks Improvement Plan~~
- (moved to Organizational Mission Statement) ~~Actively pursue and implement a local option sales tax~~

- 83 • (moved to Organizational Mission Statement) ~~Continue implementation of the CIP~~  
84 ~~program~~
- 85 • (moved to Physically and mentally active and healthy) ~~Implement phase II of the utility~~  
86 ~~infrastructure financing package (remaining 50% needed)~~
- 87 • (moved to Organizational Mission Statement) ~~Revisit program priorities and consider~~  
88 ~~eliminating lesser valued programs to create new funding for higher valued or unfunded~~  
89 ~~programs~~
- 90 • (moved to Organizational Mission Statement) ~~Partnerships: strengthen existing and seek~~  
91 ~~out new partnerships to improve service delivery and reduce costs where feasible,~~  
92 ~~including fire services and other~~
- 93 • (moved to Organizational Mission Statement) ~~Improve/increase shared services by better~~  
94 ~~collaboration with other local government (public safety/administration/parks and~~  
95 ~~recreation)~~
- 96 • (moved to Well connected internally and externally...) ~~Establish sustainable funding~~  
97 ~~mechanisms for the replacement of city information systems, streets, sidewalks, and~~  
98 ~~parking lots~~
- 99 • Support a diversified economy: Variety of Employment Opportunities; Head of  
100 Household Wage Jobs
- 101 • (moved to Organizational Mission Statement) ~~Offer Fee Based Services to Residents~~  
102  
103

## Safe and Law-Abiding

### Existing Work Plan Items:

- Support findings of Fire Building Committee *(IN PROGRESS – bonding and phase II architectural and construction mgmt contracts approved 12/11)*
- Develop neighborhood Traffic Management Policy *(IN PROGRESS – at PWETC for consideration and recommendation to Council)*

### Items from January 30 meeting:

- (moved from Secure in our quality housing) Re-evaluate “nuisance code” language – is a flat tire a nuisance?
- (moved from Governed by...) Continue to evaluate and improve emergency medical care, services, & training
- (moved from Governed by...) Review current Firefighter (part-time) pay & benefits
- (moved from Governed by...) Evaluate community based staffing program to allow firefighters to be on-duty in the fire station ready for immediate response to fire and medical emergencies
- (moved from Governed by...) Expand firefighter recruitment plan
- (moved from Governed by...) Increase the quality of Police Department training, especially in technology-related criminal investigations
- Continue with Fire Department Station planning and construction
- Increase traffic and pedestrian safety by increasing the number of traffic related contacts and enacting a city-wide process to address traffic concerns expressed by citizens
- Increase the number of active Neighborhood Block Watch groups
- Increase the number of Trespass notices related to theft incidents
- Increase the number of deployments of Metro Transit Police Department’s mobile platform
- Update City of Roseville dispense plan related to mass inoculations and vaccinations of area residents
- Increase ongoing efforts with retail community by adding commercial patrol officers

136 • Update Emergency Operations Plan and Training

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138



## Welcoming, Inclusive, Diverse, and Respectful of Each Other

### Existing Work Plan Items:

- Continue and possibly expand the (Police) Department's New American Forums in cooperation with Human Rights Commission and Fire Department (*ONGOING – several events in 2011*)

### Items from January 30 meeting:

- (moved to Engaged in our community's success...) ~~Establish volunteer management program~~
- (moved to Engaged in our community's success...) ~~Improve communications with residents (Televised materials; News letter; Newspaper; Mailings)~~
- (moved to Engaged in our community's success...) ~~Increase civic engagement (Task Force Opportunities; Research Groups; Planning Groups)~~
- Develop cultural liaison program to develop stronger partnerships with new Americans and minority groups
- Implement a stake holders group that routinely exchanges information on cultural differences and their interactions with the police and other governmental service providers

## Secure in our Quality Housing Options

### Existing Work Plan Items:

- Aggressively deal with problem multi-family properties including HRA's role in these issues (*IN PROGRESS – HRA discussion 10/11; planned HRA discussions into 2012*)
- Encourage HRA's role in multi-family housing issues, registration/licensing/inspection/HIAs (*IN PROGRESS – HRA discussion 10/11; planned HRA discussions into 2012*)

### Items from January 30 meeting:

- (moved from Economically healthy...) Stabilize property tax rates to encourage investment in and improve quality of Roseville housing
- Implement multi-family regulations with effective enforcement measures that will provide for well-maintained, sanitary, and safe multi-family properties
- Expand the Neighborhood Enhancement Program proactive code enforcement efforts to commercial properties
- (moved to Safe and law-abiding) ~~Re-evaluate "nuisance code" language—is a flat tire a nuisance?~~
- Consider/provide insurance for community accidents (Self Insurance Programs; Policies for Assistance; Assistance in Protecting Homes)
- (moved to Environmentally responsible...) ~~Build effective partnerships with the private sector to actualize new urban design concepts in future redevelopment~~
- (moved to Economically healthy...) ~~Create incentives to foster redevelopment of underutilized properties and to eradicate areas of high crime concentration~~
- With the HRA, aggressively address the underlying issues affecting certain SE Roseville properties including possible acquisition

## Environmentally Responsible, with Healthy and Well-Maintained Natural Assets

### Existing Work Plan Items:

- Model Better Environmental Stewardship (*IN PROGRESS – REACT Team in-place, with results reported 12/11; need to identify how; looking at geothermal for campus, consider other ways; develop sustainability plan?; further discussion needed?*)
- Ordinance Updates, Shoreland and Erosion control (*IN PROGRESS – Adopted coal tar ordinance 2011; Shoreland waiting on DNR; Erosion control in works*)
- Citywide Wetland Inventory (mandate) (*IN PROGRESS – no notes in 1/23 report*)
- 2012 Comprehensive Surface Water Management Update (mandate) (*IN PROGRESS – 7/11 preparing RFP*)
- Develop Overhead Electric Undergrounding Policy (*IN PROGRESS - at PWETC for consideration and recommendation to Council*)
- Analyze expansion of Campus Geothermal System throughout city hall campus (*IN PROGRESS – no notes in 1/23 report*)
- Administer Minnesota Department of Agriculture Grant process by 5/11 (*COMPLETED 7/11*)

### Items from January 30 meeting:

- (moved from Secure in our quality housing...) Build effective partnerships with the private sector to actualize new urban design concepts in future redevelopment
- Research and implement sustainable methods in areas where appropriate
- Develop and implement tiered water and sewer rate structure for Residential vs. Commercial
- Improve sustainability through purchases and practices
- Support and maintain Forestry Program
- Consider zoning upgrades to promote sustainability (programs to strongly encourage protection of lakes, ponds, and wetlands; improved regulations of parking lots regarding safety, aesthetics, runoff; support boulevard areas through enhanced design; energy efficiency)

- Walk the walk of Living Smarter and the Comprehensive Plan – LEED certification of public buildings; upgrade efficiency of public buildings; special initiatives for housing updates and upgrades

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**Engaged in Our Community's Success through Our Roles as Citizens,  
Neighbors, Volunteers, Leaders, and Businesspeople**

Existing Work Plan Items:

- Routinely seek community input to evaluate and continuously improve city services  
(ONGOING – Survey in 2011; parks master plan efforts & 2011 survey)
- Provide greater public access to all levels of city government, (council, commission  
packets/agendas/meeting minutes, contact info for council & commission members)  
(ONGOING – further direction required?)
- Support Human Rights Commission's efforts on civic engagement and neighborhoods  
(IN PROGRESS – HRC Task Force underway; report expected early 2012)
- Create city-wide record management system to accurately and electronically create, store  
and retrieve documents (IN PROGRESS – System in place; departments must input  
information)
- Support Volunteer Management Program (IN PROGRESS – requires 0.5 FTE position;  
determine dept for position; further discussion/decisions required)
- Foster collaboration between the city and community based organizations, groups and  
individuals (IN PROGRESS – must determine purposes of collaboration, resources  
required; further discussion needed)
- Re-write land uses notice policy (IN PROGRESS – may be a recommendation of Civic  
Engagement Task Force)
- Support initiatives to better communicate with local businesses and 2025 vision to  
continue to recognize and incent the spirit of "volunteer" within Roseville (IN  
PROGRESS – seems to be confusion as to what this item is about)

Items from January 30 meeting:

- (moved from Welcoming, Inclusive,...) Establish volunteer management program
- (moved from Welcoming, Inclusive,...) Improve communications with residents  
(Televised materials; News letter; Newspaper; Mailings)
- (moved from Welcoming, Inclusive,...) Increase civic engagement (Task Force  
Opportunities; Research Groups; Planning Groups)
- (moved to Physically and mentally active...) ~~Develop better strategies and plans for~~  
~~supporting our senior community~~

- 266 • (moved to Physically and mentally active...) ~~Develop better connections between city~~  
 267 ~~government, school districts, and public and private providers of services to those in need~~  
 268 ~~in our community~~
- 269 • (deleted this item as redundant to the above item) ~~Regular, routine meetings between key~~  
 270 ~~players— school reps, police & fire reps, code enf and HRA reps, parks & rec reps,~~  
 271 ~~county reps, local faith group reps (churches, Love INC, Habitat groups, etc.), NWYFS,~~  
 272 ~~Keystone, senior programs, etc. Work to establish strong connections between those who~~  
 273 ~~encounter folks in need (schools and city staff) to those who provide services for folks in~~  
 274 ~~need (volunteer groups, county agencies, etc.)~~
- 275 • Discuss and implement an ongoing, community driven visioning process
- 276 • Explore the potential for implementing a park board or park service district
- 277 • Explore the possibility of creating a finance commission
- 278 • Discuss and evaluate council goals and directives for city commissions
- 279 • Support Human Rights Commission efforts on civic engagement and neighborhoods
- 280
- 281

## Physically and Mentally Active and Healthy

### Existing Work Plan Items:

- Support implementation of Parks and Recreation Master Plan – Support Citizen Organizing and Implementation Teams including identifying other funding mechanisms *(IN PROGRESS – Teams made recommendations for Phase I in 2011; bonding passed in 2011 for phase I)*
- Explore the possibility of the creation of a parks district – combine the amenities offered by Roseville with other surrounding communities *(IN PROGRESS – preliminary but limited work in 2011)*
- Explore the possibility of the creation of a parks board *(IN PROGRESS – preliminary but limited work in 2011)*

### Items from January 30 meeting:

- (moved from Economically Healthy...) Re-evaluate the Parks Improvement Plan
- (moved from Economically Healthy...) Implement phase II of the utility infrastructure financing package (remaining 50% needed)
- (moved from Engaged in our community's success...) Develop better strategies and plans for supporting our senior community
- (moved from Engaged in our community's success ...) Develop better connections between city government, school districts, and public and private providers of services to those in need in our community
- (moved from Governed by...) Refine the process for 2013-15 Park and Recreation Renewal Program
- Successfully complete 2012 Park and Recreation Renewal Program (PRRP)

## Well-Connected Internally and Externally through Transportation and Technology Infrastructure

### Existing Work Plan Items:

- Resurrect Northeast Corridor Planning in coordination with Metropolitan Council (*IN PROGRESS – Very little done in 2011; work through Metro Cities?*)
- Participate in Planning Rice St Reconstruction Phase 2, County Rd. B-2 Rosedale area Project, Lexington Ave. Interchange Replacement (*IN PROGRESS – Rice St. and B-2 projects being advanced; City doing plans & specs for City portions; Lex Ave Int a 2014 project*)
- Improve Walkability of Neighborhoods By Continuous Additions of Trails and Sidewalks (*ONGOING – Dale St in 2011; Fairview 2011/12; Acorn Park?*)

### Items from January 30 meeting:

- (moved from Economically healthy...) Establish sustainable funding mechanisms for the replacement of city information systems, streets, sidewalks, and parking lots
- Increase connectivity and walkability by developing a build-out plan for existing pathway master plan and parks & rec master plan pathway components, including projected costs and timing (year 1, year 2, etc.); add missing short links to connect multi-family to bus stops and school crossings (on the same side of the street as the complex)
- Participate in regional transportation planning efforts-to ensure adequate regional resources are allocated to transit and transportation infrastructure to serve Roseville needs
- Continue to lobby for the Northeast Diagonal transportation corridor



**Governed by a competitively-supported professional staff that produces measurable results in a productive and cost-effective manner**

(all items moved to other areas)

Existing Work Plan Items:

- (None)

Items from January 30 meeting:

- (moved to Organizational Mission Statement) ~~Continue to emphasize and refine our performance measurement by defining links between budget programs/functions and city goals/outcomes; define performance measures in terms of achievement of those goals/outcomes.~~
- (moved to Safe and law abiding) ~~Continue to evaluate and improve emergency medical care, services, & training~~
- (moved to Safe and law abiding) ~~Review current Firefighter (part time) pay & benefits~~
- (moved to Organizational Mission Statement) ~~Implement technology upgrades to (Community Development) department operations that will increase department efficiency as well as greater citizen access to department information~~
- (moved to Organizational Mission Statement) ~~Update the (Public Works) department strategic plan for the purpose of ensuring adequate resources are available to meet department goals~~
- (moved to Organizational Mission Statement) ~~Capital Improvement Plan implementation —Ensure best use of resources through analysis of condition assessments and tracking of maintenance in asset management program implementation~~
- (moved to Organizational Mission Statement) ~~Resume monthly council work sessions— 2 action meetings, 1 work session meeting per month)~~
- (moved to Organizational Mission Statement) ~~Evaluate administrative department and programs for efficiency and effectiveness~~
- (moved to Organizational Mission Statement) ~~Improve budget transparency, planning and evaluation~~
- (moved to Safe and law abiding) ~~Evaluate community based staffing program to allow firefighters to be on duty in the fire station ready for immediate response to fire and medical emergencies~~
- (moved to Safe and law abiding) ~~Expand firefighter recruitment plan~~

- 374 • (moved to Safe and law abiding) ~~Complete fire department reorganization related to~~  
375 ~~process/roles and responsibilities at all officer levels~~
- 376 • (moved to Organizational Mission Statement) ~~Continue cost containment of health~~  
377 ~~insurance costs~~
- 378 • (moved to Organizational Mission Statement) ~~Implement HRIS (Human Resources~~  
379 ~~Information System)~~
- 380 • (moved to Organizational Mission Statement) ~~Develop budgeting strategies to achieve a~~  
381 ~~more united (even) compensation structure for union and non-union employees~~
- 382 • (moved to Organizational Mission Statement) ~~Implement ASU Best Value policy for~~  
383 ~~professional contracts~~
- 384 • (moved to Safe and law abiding) ~~Increase the quality of Police Department training,~~  
385 ~~especially in technology related criminal investigations~~
- 386 • (moved to Physically and mentally active...) ~~Refine the process for 2013-15 Park and~~  
387 ~~Recreation Renewal Program~~
- 388
- 389

**~~Supportive and Encouraging of Creative, Productive, and Responsible  
Economic Endeavors, While Conscious of Impacts to Our Residential  
Neighborhoods~~**

(all items moved to other areas)

Existing Work Plan Items:

- (None)

Items from January 30 meeting:

- (moved to Economically healthy...) ~~Engage industry experts to identify programs and amenities necessary for future cities to remain vibrant in the future. i.e. long-term planners, retail experts, housing and transportation officials~~

### **Organizational Mission Statement**

**Plan and deliver effective, efficient, and customer-oriented services and infrastructure in support of community aspirations, implemented by a competitively supported professional staff that is guided by systematic performance measurement**

#### Existing Work Plan Items:

- Evaluate Service/Staffing Levels, Job Duty Realignment, Succession Planning (*IN PROGRESS – In 2011 looked at staffing levels, job duty realignment, succession planning; next steps?*)
- Evaluate Roseville's costs of providing services/service levels, against a group of peer cities (*IN PROGRESS – In 2011, identified Woodbury as a city to compare against*)
- Identify performance measurements (*IN PROGRESS – Initial measurements reported to council; gathering data on those areas for reporting back; next steps include expanding list of measures*)
- Create a succession, leadership, career development, training, recruitment and retention management plans to ensure quality service (*IN PROGRESS – some departments further along than others; not doable in all departments*)
- Participate in regional and intergovernmental collaborations for shared service opportunities (*ONGOING – Existing IT partnerships with 20+ agencies; added JPA w/Maplewood for engineering; added JPA w/Lauderdale for rec; others*)
- Dedicate new monies to eliminate funding gaps in City's asset replacement programs (*IN PROGRESS – enacted vehicle, equipment, facilities funding in 2012/13 budget; enacted utility funding in 2012/13 utility fee schedule & budget; parks bonding in 2011/12; left to do: roads, pathways, IT, park system/PIP*)
- Establish realistic budget expectations to achieve goals (*IN PROGRESS – no notes in 1/23 report*)
- Direct new investments to high priority programs and services (*ONGOING – 2012/13 budget*)
- Reduce (or hold constant) General Fund budget and assess and tax levy to support infrastructure needs (*ONGOING – some areas funded in 2012/13 budget*)
- Strengthen Financial Stability of City Budget System (*ONGOING – 2012/13 budget*)
- Eliminate low priority programs or services (*IN PROGRESS – attempted for 2012/13 budget with no actions taken*)

- Re-write gambling ordinance (Local Charitable Gambling) *(IN PROGRESS – Ordinance updates in July; revised agreement with NSCF remains pending)*
- Asset Management Software implementation *(IN PROGRESS – budgeted for 2012/13; system not selected)*
- Develop, implement, adequately fund long-term capital and infrastructure management program *(IN PROGRESS – see notes on similar items above)*
- Allow for field data entry and external access to the network *(IN PROGRESS – PD started working to implement in 2011 –seeking funding; CD hoping to implement)*

Items from January 30 meeting:

- (moved from Economically healthy...) Actively pursue and implement a local option sales tax
- (moved from Economically healthy...) Continue implementation of the CIP program
- (moved from Economically healthy...) Revisit program priorities and consider eliminating lesser-valued programs to create new funding for higher-valued or unfunded programs
- (moved from Economically healthy...) Partnerships: strengthen existing and seek out new partnerships to improve service delivery and reduce costs where feasible, including fire services and other
- (moved from Economically healthy...) Improve/increase shared services by better collaboration with other local government (public safety/administration/parks and recreation)
- (moved from Economically healthy...) Offer Fee Based Services to Residents
- (moved from Governed by...) Continue to emphasize and refine our performance measurement by defining links between budget programs/functions and city goals/outcomes; define performance measures in terms of achievement of those goals/outcomes.
- (moved from Governed by...) Implement technology upgrades to (Community Development) department operations that will increase department efficiency as well as greater citizen access to department information
- (moved from Governed by...) Update the (Public Works) department strategic plan for the purpose of ensuring adequate resources are available to meet department goals

- 474 • (moved from Governed by...) Capital Improvement Plan implementation – Ensure best  
 475 use of resources through analysis of condition assessments and tracking of maintenance  
 476 in asset management program implementation
- 477 • (moved from Governed by...) Resume monthly council work sessions – 2 action  
 478 meetings, 1 work session meeting per month)
- 479 • (moved from Governed by...) Evaluate administrative department and programs for  
 480 efficiency and effectiveness
- 481 • (moved from Governed by...) Improve budget transparency, planning and evaluation
- 482 • (moved from Governed by...) Continue cost containment of health insurance costs
- 483 • (moved from Governed by...) Implement HRIS (Human Resources Information System)
- 484 • (moved from Governed by...) Develop budgeting strategies to achieve a more united  
 485 (even) compensation structure for union and non-union employees
- 486 • (moved from Governed by...) Implement ASU Best Value policy for professional  
 487 contracts
- 488

Date: Feb. 13, 2012

Item No. 12.b

Attachment B



## REQUEST FOR COUNCIL ACTION

Date: January 23, 2012

Item No.: 7.k

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Department Approval

City Manager Approval

A handwritten signature in black ink, appearing to read "W. Malinen".

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Item Description: Receive City Council Work Plan Report

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1 **BACKGROUND**

2 On March 28, 2011, the City Council adopted the City's Work Plan. Throughout the year, staff  
3 have reviewed the plan and incorporated steps to achieve the goals.

4 **POLICY OBJECTIVE**

5 Review the work being done on the City's Work Plan and provide additional direction to staff.

6 **FINANCIAL IMPACTS**

7 None

8 **STAFF RECOMMENDATION**

9 Review the updated work plan.

10 **REQUESTED COUNCIL ACTION**

11 Review the updated work plan.

12

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

**Attachments:** A: Updated Work Plan Recommendation

**2011 Work Plan**  
**3/28/11 (updated 12/11)**

| Rank        | #  |                                               | Recommendations                                                                                                                                                       | Lead Dept                   | Other   | Other  | Notes                                                                                                                                                                                                                                                 |
|-------------|----|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 -<br>Done | 1  | <b>Civic Engagement</b>                       | Routinely seek community input to evaluate and continuously improve city services                                                                                     | Admin                       |         |        | Done - Biannual survey, focus groups, community meetings (7/11 Parks survey)                                                                                                                                                                          |
| Done        | 2  | <b>Civic Engagement</b>                       | Provide greater public access to all levels of city government. (council, commission packets/agendas/meeting minutes, contact info for council & commission members)* | Admin                       |         |        | Done - Define what greater public access means (8/11 Publicity, Minutes,Televising, Minutes within one week, Laserfiche)                                                                                                                              |
|             | 3  | <b>Civic Engagement</b>                       | Support Human Rights Commission's efforts on civic engagement and neighborhoods*                                                                                      | Admin                       | Council |        | Needs to be defined (7/11 Tables at Discover Your Parks; <b>FNO; N to U</b> engagement) (8/11 Commission Meeting for engagement)                                                                                                                      |
| 2-<br>Done  | 4  | <b>Civic Engagement</b>                       | Create city-wide record management system to accurately and electronically create, store and retrieve documents                                                       | Admin                       |         |        | Done - departments must input information (8/11 Trained employees)                                                                                                                                                                                    |
| 4           | 5  | <b>Civic Engagement</b>                       | Continue and possibly expand the Department's New American Forums in cooperation with Human Rights Commission and Fire Department                                     | Admin                       | Fire    | Police | (7/11 - 7/14 Safety Meeting w/Karen Students; 7/25 1/2 day Karen Safety, 7/26 Discover Your Parks at Tamarack; Soccer Goals; Karen at RSC); <b>Karen "Adopt a Family" 12/11 RM</b>                                                                    |
| 3           | 6  | <b>Staffing and Organizational Management</b> | Evaluate Service                                                                                                                                                      | Admin                       | All     |        | Depends on results/satisfaction (7/11 Yes/Staffing Levels, Job Duty Realignment) (7/11 Yes, Succession Planning)                                                                                                                                      |
| Low         | 7  | <b>Budget and Finance</b>                     | Evaluate Roseville's costs of providing services/service levels, against a group of peer cities*                                                                      | Admin                       | Finance |        | Challenge - find cities w/ similar programs and cost allocations/time spent profiles (8/11 Woodbury)                                                                                                                                                  |
|             | 8  | <b>Parks and Recreation</b>                   | Support Volunteer Management Program                                                                                                                                  | Admin                       | All     |        | Hire .5 FTE Volunteer coordinator Is this city or P&R program - (7/11 Maximizing what we can ___ new \$ for this)                                                                                                                                     |
|             | 9  | <b>Civic Engagement</b>                       | Identify performance measurements                                                                                                                                     | All                         | Council |        | Have identified performance measures. Reallocation depends on results/satisfaction - (7/11 Done and reallocate resources based on measured performance results and citizen satisfaction) - (7/11 Not yet)                                             |
| 2           | 10 | <b>Staffing and Organizational Management</b> | Create a succession, leadership, career development, training, recruitment and retention management plans to ensure quality service                                   | All                         |         |        | Not doable in some department. Training needed in PD PW has positions for review (7/11 PD looking at training ideas) <b>Still looking 12/11 RM</b>                                                                                                    |
| 3           | 11 | <b>Collaboration</b>                          | Foster collaboration between the city and community based organizations, groups and individuals                                                                       | All                         |         |        | Networking costs staff time, collaboration requires staff time and money. Consider current job responsibilities - may need new hires to take on new tasks                                                                                             |
| 3           | 12 | <b>Collaboration</b>                          | Participate in regional and intergovernmental collaborations for shared service opportunities                                                                         | All                         |         |        | ongoing - JPA w/Maplewood for engineering - (7/11 Forest Lake JPA, Lauderdale Rec JPA) <b>(8/11 On-line Benefits System) This seems misplaced?? 12/11 CM</b>                                                                                          |
|             | 13 | <b>Environmental</b>                          | Model Better Environmental Stewardship*                                                                                                                               | All - (7/11 Engaged in ___) |         |        | ID how. Geothermal, sustainability plan, rewrite building codes, environmental purchasing plan. No Hybrids or propane conversion kits Joint efforts. w/watersheds.; 7/11 CNG analysis - not cost effective; <b>Become a Green Step City 12/11 TP.</b> |
| 1           | 14 | <b>Housing and Community Development</b>      | Adopt Sub-Area Twin Lakes Regulating Map in accordance with City Zoning Code -                                                                                        | Comm Dev                    | Council |        | (7/11 Almost done) <b>Done - Adopted 9/25/11 12/11 PT</b>                                                                                                                                                                                             |
| 2           | 15 | <b>Housing and Community Development</b>      | Modify and update City Code to be in compliance with Comprehensive Plan and Zoning code*                                                                              | Comm Dev                    | Council |        | (7/11 Ongoing) (7/11 Variance, Accessory, and Sign Codes) <b>ADU approved 10/10/11 12/11 PT</b>                                                                                                                                                       |
| 3           | 16 | <b>Housing and Community Development</b>      | Strategically look at City's role in fostering the redevelopment of Twin Lakes                                                                                        | Comm Dev                    | Council |        | Cost/time depend on process undertaken. Cost/hours does not take into account action taken after review is completed. (7/11 Long Range Planning Discussion) <b>No activity 12/11 PT</b>                                                               |

\*Council initiated item



2011 Work Plan  
3/28/11 (updated 12/11)

| Rank | #  |                                               | Recommendations                                                                                                                                                                                                                         | Lead Dept | Other   | Other   | Notes                                                                                                                                                                                                                                                                               |
|------|----|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4    | 17 | <b>Housing and Community Development</b>      | (7/11, Related to #19) Aggressively deal with problem multi-family properties including encouraging the HRA’s role in these issuesreceivership for management)                                                                          | Comm Dev  |         |         | Depends of solution, costs count by higher than \$100,000 (acquisition). - (7/11 HRA/Staff exploring receivership for management) <b>HRA disucssion in October meeting, will continue into 2012 12/11 PT</b>                                                                        |
| 5    | 18 | <b>Housing and Community Development</b>      | Re-write land uses notice policy*                                                                                                                                                                                                       | Comm Dev  | Council |         | (7/11 Civic Engagement Task Force?)                                                                                                                                                                                                                                                 |
| 6    | 19 | <b>Housing and Community Development</b>      | (7/11 Related to #17) Encourage HRA's role in multi-family housing issues, registration/licensing/inspection/HIAs* -                                                                                                                    | Comm Dev  | Council |         | Assume hire personnel to inspect licensed properties. (7/11 Exploring registration to get info on owner and manager) <b>HRA disucssion in October meeting, will continue into 2012 12/11 PT</b>                                                                                     |
| 7    | 20 | <b>Housing and Community Development</b>      | Create a comprehensive economic development policy and mission to support existing businesses within Roseville and that also markets our community to attract new businesses                                                            | Comm Dev  |         |         | Costs do not include ongoing cost support for program e.g. incentives, marketing material. Staff time indicates marketing efforts & outreach to businesses. (7/11 Long Range Planning Low rate) <b>Council discussion 9/19/11 &amp; Navigating the New Normal 11/15/11 12/11 PT</b> |
| 8    | 21 | <b>Civic Engagement</b>                       | Support initiatives to better communicate with (7/11 <u>local businesses</u> ) and 2025 vision to continue to recognize and incent the spirit of “volunteer” within Roseville* - <i>No new initiative ____ Neighborhood Task Force?</i> | Comm Dev  | Council |         | Goal unclear what trying to do Could be part of economic devel policy work. (7 above) hard to gauge \$/time commitment, Depend on how, what we do. Need communications plan to communicate IR 2025                                                                                  |
|      | 22 | <b>Capital Investment and Infrastructure</b>  | Dedicate new monies to eliminate funding gaps in City’s asset replacement programs - (7/11 see 2012 Budget)                                                                                                                             | Council   |         |         | <b>In Progress: Funding approval pending until November 12/11 CM</b>                                                                                                                                                                                                                |
|      | 23 | <b>Capital Investment and Infrastructure</b>  | Support findings of the Fire Building Committee* - (7/11 Approve RFP for Arch & C Mgr)                                                                                                                                                  | Council   |         |         | <b>In Progress: Bond sale pending 12/11 CM</b>                                                                                                                                                                                                                                      |
|      | 24 | <b>Staffing and Organizational Management</b> | <b>Adequately fund police department to current staffing levels - ? (7/11 See 2012 Budget) ; See 2013 Budget 12/11 RM</b>                                                                                                               | Council   |         |         | Additional funds                                                                                                                                                                                                                                                                    |
| high | 25 | <b>Budget and Finance</b>                     | Establish realistic budget expectations to achieve goals                                                                                                                                                                                | Council   | Admin   | Finance | <b>In progress 12/11 CM</b>                                                                                                                                                                                                                                                         |
|      | 26 | <b>Budget and Finance</b>                     | Direct new investments (?) to high-priority programs and services                                                                                                                                                                       | Council   |         |         | (7/11 See 2012 Budget) <b>In Progress 12/11 CM</b>                                                                                                                                                                                                                                  |
|      | 27 | <b>Budget and Finance</b>                     | Reduce (or hold constant) General Fund budget and assess any tax levy to support infrastructure needs*                                                                                                                                  | Council   |         |         | (7/11 See 2012 Budget) <b>In Progress 12/11 CM</b>                                                                                                                                                                                                                                  |
|      | 28 | <b>Budget and Finance</b>                     | Strengthen Financial Stability of City Budget System*                                                                                                                                                                                   | Council   |         |         | (7/11 See 2012 Budget) <b>In Progress 12/11 CM</b>                                                                                                                                                                                                                                  |
| Done | 29 | <b>Budget and Finance</b>                     | Budget process                                                                                                                                                                                                                          | Council   | Finance |         | (7/11 fine-tuning including establishing budget calendar and evaluate reserve fund account ratios*) - (7/11 Calendar done and adhering) <b>Completed 12/11 CM</b>                                                                                                                   |
|      | 30 | <b>Budget and Finance</b>                     | Eliminate low-priority programs or services                                                                                                                                                                                             | Council   |         |         | (7/11 attempted w/recommendation) <b>No action taken 12/11 CM</b>                                                                                                                                                                                                                   |
| Done | 31 | <b>Code</b>                                   | Re-write gambling ordinance ~ Local Charitable Gambling *                                                                                                                                                                               | Council   | Finance |         | (7/11 Done July) <b>Partially complete. Revised agreement with North Suburban Community Foundation is pending. 12/11 CM</b>                                                                                                                                                         |

\*Council initiated item

| 2011 Work Plan<br>3/28/11 (updated 12/11) |    |                                        |                                                                                                                                                                         |                              |            |         |                                                                                                                                                                           |
|-------------------------------------------|----|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Rank                                      | #  |                                        | Recommendations                                                                                                                                                         | Lead Dept                    | Other      | Other   | Notes                                                                                                                                                                     |
|                                           | 32 | Transportation                         | Resurrect NorthEast Corridor Planning in Coordination with Metropolitan Council                                                                                         | Council                      |            |         | (7/11 Not done - Metro Cities?)                                                                                                                                           |
| 1                                         | 33 | Environmental                          | Ordinance Updates                                                                                                                                                       | Engineer                     | Council    |         | PWETC (7/11 Shoreland-waiting on DNR, -Erosion Control-Coming, and Coal Tar-Done)                                                                                         |
| 2                                         | 34 | Environmental                          | Citywide Wetland Inventory (mandate)                                                                                                                                    | Engineer                     |            |         |                                                                                                                                                                           |
| 3                                         | 35 | Environmental                          | 2012 Comprehensive Surface Water Management Update (mandate)                                                                                                            | Engineer                     |            |         | (7/11 preparing RFP)                                                                                                                                                      |
| 4                                         | 36 | Transportation                         | Participate in Planning Rice St Reconstruction Phase 2 - <b>yes</b> , County Rd. B-2 Rosedale area Project - <b>yes</b> , Lexington Ave. Interchange Replacement (2014) | Engineer                     | Council    |         | Ramsey County and State funded - (7/11 Engaged in all)                                                                                                                    |
| 5                                         | 37 | Transportation                         | Develop <i>Neighborhood</i> Traffic Management and Overhead Electric Undergrounding Policy - <i>MNDOT at PWET</i>                                                       | Engineer                     | Council    |         |                                                                                                                                                                           |
| 6                                         | 38 | Capital Investment and Infrastructure  | Asset Management Software Implementation                                                                                                                                | (7/11 Parks Req)<br>Engineer | (7/11 25%) |         | 2012 CIP (7/11 Reviewed 10+ systems in CIP/Utilities)                                                                                                                     |
| 7                                         | 39 | Environmental                          | Analyze expansion of Campus Geothermal System throughout city hall campus                                                                                               | Engineer                     |            |         |                                                                                                                                                                           |
| 8                                         | 40 | Transportation                         | Improve Walkability of Neighborhoods By Continuous Additions of Trails and Sidewalks                                                                                    | Engineer                     | Park & Rec | Finance | (7/11 Dale Street; Fairview out to bid; Acorn) (7/11 Need staffing support too.)                                                                                          |
| high                                      | 41 | Capital Investment and Infrastructure  | Develop, implement, adequately fund long-term capital and infrastructure management program                                                                             | Finance                      | Council    |         | (7/11 See 2012 Budget/CIP) Long-term evaluation of CIP needs is complete. Funding app                                                                                     |
| low                                       | 42 | Staffing and Organizational Management | Allow for field data entry and external access to the network - little done;                                                                                            | Finance                      |            |         | 10/11 PD took step forward by working with IT to purchase a mobile system that will support field reporting for other departments 12/11 RM; No funding available 12/11 CM |
| 1                                         | 43 | Parks and Recreation                   | Support Implementation of Parks and Recreation Master Plan – Support Citizen Organizing and Implementation Teams including identifying other funding mechanisms         | Park & Rec                   | Council    |         | (7/11 In progress)                                                                                                                                                        |
| 2                                         | 44 | Environmental                          | Administer Minnesota Department of Agriculture Grant process by 5/11                                                                                                    | Park & Rec                   |            |         | EAB - in progress (7/11 Done Re____ grant closed)                                                                                                                         |
| 3                                         | 45 | Parks and Recreation                   | Explore the possibility of the creation of a parks district - combine the amenities offered by Roseville with other surrounding communities*                            | Park & Rec                   | Council    |         | (7/11 preliminary, but limited work)                                                                                                                                      |
| 4                                         | 46 | Parks and Recreation                   | Explore the possibility of the creation of a parks board*                                                                                                               | Park & Rec                   | Council    |         | - preliminary, but limited work                                                                                                                                           |

\*Council initiated item