



WELCOME TO ROSEVILLE UNIVERSITY

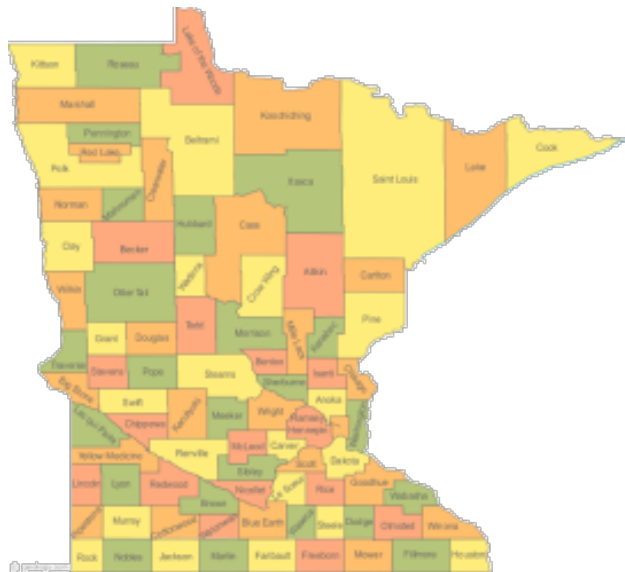


CITY GOVERNMENT 101



Minnesota Government Structure

- Counties – 87
- Cities – 853
- Townships – 1,784
- School Districts - 340





Roseville History

- Originally called Rose Township
- Incorporated as Village of Roseville in 1948
 - Population was 4,589
 - Population in 1980 ~36,000; 13th largest in MN
 - Population in 2010 ~ 33,660 27th largest in MN
- January 1, 1974 – became statutory city



Isaac Rose



What Federal Government Does

- Make laws for entire country
 - Including Minnesota and Roseville)
- Responsible for Military Defense of the country
 - Army, Navy, Air Force, Coast Guard
- National Parks, Interstate Highways
- Power from all people in the U.S.
- Set up by U.S. Constitution



What State Government Does

- Laws for State of Minnesota (including Roseville)
- State Patrol, DNR (fishing and hunting licenses)
- State highway, state parks
- Power from People of Minnesota
- Set up by Minnesota Constitution





What Cities Do

- ❑ Protect people, homes and streets
- ❑ Manage impacts of growth
- ❑ Build capital facilities
- ❑ Manage water and sewer utilities
- ❑ Maintain and manage the streets
- ❑ Provide Park and Recreation activities
- ❑ Protect environment





Council-Manager Form of Government



- Roseville follows Plan B form of government
- City Council has legislative power of the city and determines matters of policy



- City Manager has administrative power and is responsible for proper administration of all city affairs



Roseville City Council





Roseville City Council

- Mayor and Council members serve four-year terms of office:

2016

Jason Etten

Lisa Laliberte

2018

Dan Roe (Mayor)

Tammy McGehee

Bob Willmus



Roseville City Council

Types of meetings

- ▣ Regular (including work sessions)
- ▣ Special

Log on to

www.cityofroseville.com/ReceiveUpdates

to sign up for meeting notices



Role of the Mayor

- Presiding Officer at council meetings
- Executes official documents
- Power to make some appointments
- HRA, Emergency Services Director
- Weed Inspector – State Statute mandates this appointment



Mayor Dan Roe



Role of the City Council

Major areas of council authority and responsibility

- ▣ Set and interpret rules governing its own proceedings
- ▣ Exercise powers of cities that the law does not delegate to others
- ▣ Direct enforcement of city ordinances
- ▣ Legislate, i.e. set policy, for the city
- ▣ Establish budget for the City



Role of the City Council

Major areas of council authority and responsibility

- Appoint City Manager
- Transact city business and manage financial operations
- Appoint members of commissions
- Conduct intergovernmental affairs
- Protect welfare of city and its inhabitants



Roseville City Council

Council Liaisons

- Improve communication between the Council and organizations
- Achieve more cooperative ventures
- Ensure strategic planning implemented with all available information and consider impacts on all parties



Council-Manager Form of Government

City Manager Duties

- Enforce statutes, ordinances, and resolutions
- Hire City staff
- Oversee City departments
- Attend Council meetings
- Recommend ordinances and resolutions
- Report on City finances and budget
- Chief purchasing agent

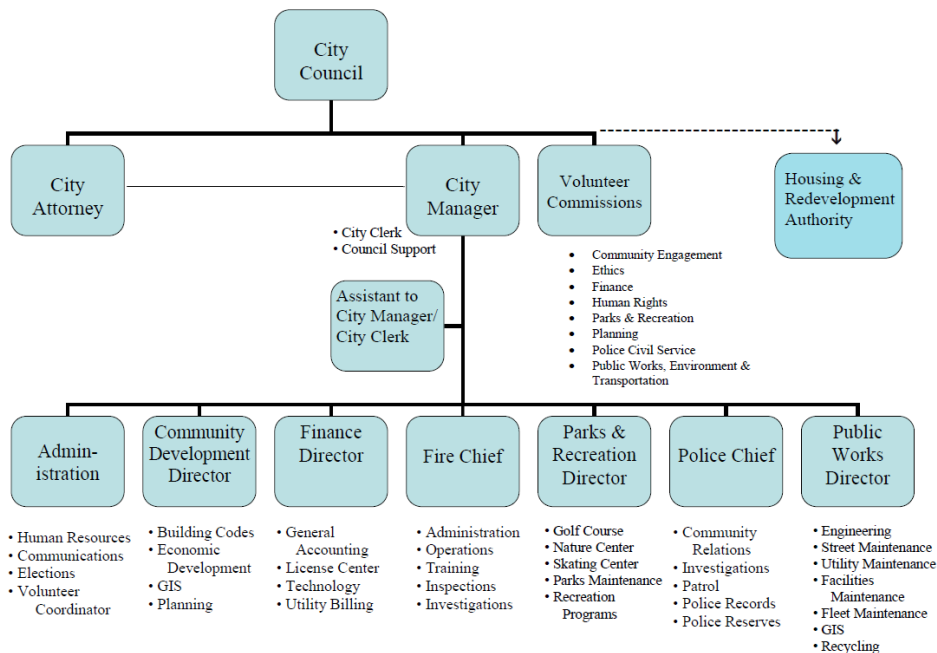


City Manager
Patrick Trudgeon



City of Roseville Organizational Chart

City of Roseville Organizational Chart





City of Roseville Departments

- ▣ Administration
- ▣ Community Development
- ▣ Finance
- ▣ Fire
- ▣ Parks and Recreation
- ▣ Police
- ▣ Public Works





Administration Department



- Seven full-time employees
- Oversees operation of entire city organization
- Provides support services to City Council
- Maintains official city records
- Provides Human Resources functions
- Supervises municipal elections
- Communications (newsletter, website, etc.)
- Volunteer Coordination



Community Development

- ❑ 13 full-time employees
- ❑ Provides building plan review and inspection
- ❑ Enforces zoning code and regulations
- ❑ Planning for future of community
- ❑ Economic Development
- ❑ GIS (Mapping)
- ❑ Housing and Redevelopment Authority
- ❑ Nuisance Code Enforcement





Finance Department



- 34.5 Full-time Employees
- Responsible for city budget, financial planning and reporting
- Pays city's bills and collects fees and payments
- Oversees IT functions for the city
- License Center (driver's license, passports, etc.)



Fire Department



- ▣ 11 Full-time employees
- ▣ 65 part-time firefighters
- ▣ Fire suppression and rescue
- ▣ Medical first-responders
- ▣ Fire prevention
- ▣ Emergency Management



Parks and Recreation Department

- 25 Full-time employees; 75+ seasonal employees
- Administers and maintains 30 parks, 679 acres of parkland and open space, and 67 miles of trails and walkways
- Provides recreation opportunities for youth, adults, and seniors
- Operates Roseville Skating Center and OVAL





Police Department



- 57 Full-time employees
- Provides 24/7 patrols
- Investigative services
- Crime Prevention
- Parks and Recreation
- Community Outreach



Public Works Department

- 37 Full-time employees
- Oversees and maintains city infrastructure (roads & utilities)
- Repairs street, water, and sewer lines
- Manages storm water drainage
- Administers recycling program
- Plows city streets during snow events





City of Roseville

- City's 2015 budget is \$52 million
- Total FTEs: 181
- 2015 budgeted Personnel costs is \$18,718,960 or 36% of the total operating budget





Monthly Cost to Residents

Police Protection	\$15.85
Fire Protection	\$7.43
Parks & Recreation	\$12.87
Public Works (streets and infrastructure)	\$7.42
Capital Replacement	\$6.98
Debt Service	\$13.25
Administrative Services	\$5.93
Total	\$69.75

**Based on the projected cost of a median-value home. Estimated market value of \$215,000.*

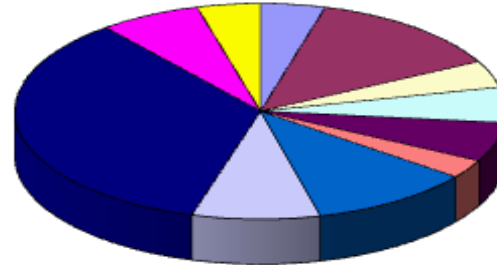


Roseville Budget

2015 Budget
is \$52 million

Where do your taxes go?

2015 Budget by Function

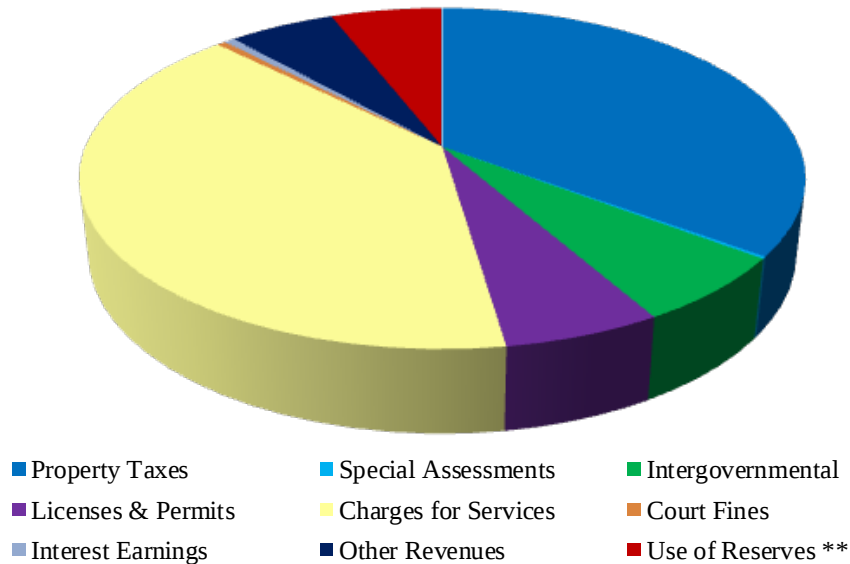


General Government	Police	Fire
Public Works	Parks & Recreation	Community Development
Special Purpose	Capital (non-operating)	Enterprise Operations
Debt Service	TIF	Trust Operations



Roseville Budget

2015 Funding Sources



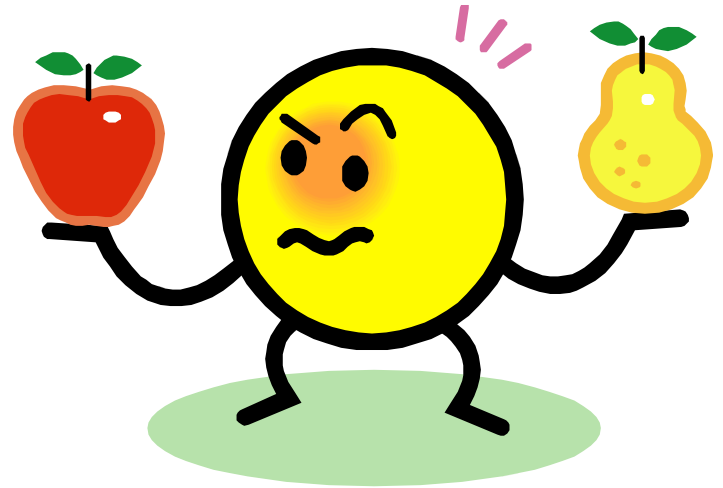
2015 Budget
is \$52 million

- o Property Taxes 35%
- o \$18.3 million



Funding Decisions

- Require a balancing of competing priorities
- What level of services do the citizens of Roseville want?
- What level of services are they willing to pay for?





Decisions Get Implemented



- Council sets priorities based on long-term planning and community input
- City Manager establishes programs and plans to carry out decisions
- Staff implements decisions



OPEN MEETINGS | DATA PRACTICES | RECORDS RETENTION



Open Meetings Law

Open meetings law ensures that:

- No secret meetings
- No improper influence

Open meetings law protects the public's rights:

- To be informed
- To present views



Data Practices Act

Minnesota Government Data Practices Act balances

- ▣ The public's right to know about their government
- ▣ The government's need to have/use data to do its work
- ▣ Individual privacy rights

All data is subject to data practices act

Data is classified public, private or confidential –
depending upon its classification, it may or may not be
made available to members of the public



Records Retention

- Cities create hundreds of thousands of pages of data a year
- Record Management Act defines how long we must keep data



www.cityofroseville.com/rvarchives



More Information

■ For more information log on to:

www.revisor.leg.state.mn.us/statutes/

- Open Meetings – MN Statutes 13D
- Data Practices – MN Statutes 13
- Records Retention – MN Statutes 15.17 and 138.17
- IPAD: MN Department of Administration -
Information Policy Analysis Division
www.ipad.state.mn.us

Thank You

- Next Session - May 21, 6:00p.m.
- Finance Department – Budget 101
Understanding Roseville's Budget