



City Council Agenda

Including Closed Executive Session

Monday, May 10, 2010

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 6:00 p.m. **1. Roll Call**
Voting & Seating Order for May: Pust, Roe, Ihlan, Johnson, Klausing
- Executive Session - Performance Evaluation of City Manager**
- 6:32 p.m. **2. Approve Agenda**
- 6:35 p.m. **3. Public Comment**
- 6:40 p.m. **4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report**
- 6:45 p.m. **5. Recognitions, Donations, Communications**
a. Proclaim May 10 to May 15, 2010 to be National Police Week and May 15 as Peace Officers' Memorial Day
b. Proclaim May 2010 Older American's Month and recognize the North Suburban Senior Council
- 6:55 p.m. **6. Approve Minutes**
a. Approve Minutes of April 26, 2009 Meeting
- 7:00 p.m. **7. Approve Consent Agenda**
a. Approve Payments
b. Approve Request for Temporary On-Sale Liquor License Pints For Prostates/Northern Brewer
c. Approve General Purchases and Sale of Surplus items in excess of \$5000
d. Adopt an Ordinance relating to Zoning Text Amendment regarding Political Signs
e. Approve Supplemental Agreements, Adopt a Resolution to Accept the Work Completed, Authorize Final Payment of \$9,725.29 and Commence the One-Year Warranty Period

on the 2009 Contract C

- f. Authorize Acceptance of Cost-Share Funds for Rosewood Neighborhood Drainage Improvements Project

7:10 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

10. Presentations

7:20 p.m. a. Joint Meeting with Planning Commission

11. Public Hearings

8:00 p.m. a. Public Hearing for the relocation of an Off-Sale Liquor License for Cellars Wines & Spirits

12. Business Items (Action Items)

8:05 p.m. a. Approve the Relocation of an Off-Sale Liquor License for Cellars Wines & Spirits

8:10 p.m. b. Consider Petition requesting the City to accept an Existing Private Street as a Public Street and Adopt a Resolution Ordering the Preparation of a Feasibility Report for Ferris Lane Reconstruction

8:35 p.m. c. Consider Comprehensive Plan Text Amendment to include Institutional Land Uses among Uses allowed in Areas Guided for Regional, Community and Neighborhood Business Land Uses

13. Business Items – Presentations/Discussions

8:45 p.m. a. 2030 Comprehensive Plan Implementation—Review of Master Plans

9:10 p.m. **14. City Manager Future Agenda Review**

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

16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	May 11	6:30 p.m.	Human Rights Commission
Wednesday	May 12	6:30 p.m.	Ethics Commission
Monday	May 17	6:00 p.m.	City Council Meeting
Tuesday	May 18	6:00 p.m.	Housing & Redevelopment Authority
Monday	May 24	6:00 p.m.	City Council Meeting
Tuesday	May 25	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	May 31	-	Observation of Memorial Day City Offices Closed
Tuesday	Jun 1	6:30 p.m.	Parks & Recreation Commission (Cancelled)

Council Agenda - Page 3

Wednesday	Jun 2	6:30 p.m.	Planning Commission
Monday	Jun 7	6:00 p.m.	City Council Meeting

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



**National Peace Officers' Memorial Day
May 15, 2010**

**National Police Week
May 10-15, 2010**

Whereas: The Congress and President of the United States have designated the week in which May 15 occurs as National Police Week and May 15 as Peace Officers' Memorial Day; and

Whereas: The Roseville Police Department plays an essential role in safeguarding the rights and freedoms of all members of the community; and

Whereas: It is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

Whereas: The Roseville Police Officers unceasingly provide this vital public service.

Now, Therefore Be It Resolved, that the Roseville City Council hereby declare the week of May 10 to May 15, 2010 to be National Police Week in the City of Roseville and May 15 as Peace Officers' Memorial Day.

Be It Further Resolved, that the Roseville City Council calls upon all citizens to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens

Be It Further Resolved, to observe May 15 as Peace Officers' Memorial Day in honor of law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this tenth day of May 2010.

Mayor Craig D. Klausing



Older Americans Month May 2010

Whereas: Roseville is home to many citizens aged 60 years and older; and

Whereas: Older adults in Roseville are among our most treasured resources, united by historical experiences and strengthened by diversity; and

Whereas: Older adults interpret events through varied perspectives and backgrounds to bring wisdom and insight to our community; and

Whereas: Increasing numbers of adults are reaching retirement age and remaining strong and active for longer than ever before; and

Whereas: Older adults in Roseville deserve recognitions for the contributions they have made and will continue to make to the culture, economy and character of our community and our nation; and

Whereas: Roseville can provide that recognition and respect by improving the quality of life for older Americans by increasing opportunities to remain active and engaged in community life; providing individualized services and support systems to maintain the dignity, independence, and self-determination of older Americans as they age; combating ageist attitudes by honoring their past, present and future contributions.

Now, Therefore Be It Resolved, that the City Council hereby declare May 2010 to be Older Americans Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this tenth day of May 2010.

Mayor Craig D. Klausning

Date: 5/10/10
Item: 6.a
4/26/10 Minutes

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 5/10/2010
Item No.: 7.a

Department Approval

Chris Miller

City Manager Approval

W. Mahinen

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	\$86,902.75
58341-58426	\$79,709.37
Total	\$166,612.12

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

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

Accounts Payable

Checks for Approval

User: mjenson

Printed: 05/05/2010 - 11:27 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	04/22/2010	Risk Management	Professional Services	Samba Holdings Inc	Fleetwatch Reports	575.14
0	04/22/2010	Recreation Fund	Rental	Roseville Area Schools	Comm. Center Storage Space/Stage Rental	3,835.00
0	04/22/2010	Internal Service - Interest	Investment Income	M&I Marshall & Ilsley Bank	Safekeeping Charges Account: 760402	39.00
0	04/22/2010	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Twin Lakes Pkwy/Mt Ridge Rd Condemnation	125.05
0	04/22/2010	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 4/20 Payroll	5,642.18
0	04/22/2010	General Fund	210501 - PERA Life Ins. Ded.	NCPERS Life Ins#7258500	Payroll Deduction for 4/20 Payroll	80.00
0	04/22/2010	General Fund	210600 - Union Dues Deduction	MN Teamsters #320	Payroll Deduction for 4/20 Payroll	578.24
0	04/22/2010	Housing & Redevelopment A	Training	Jeanne Kelsey	Supplies Reimbursement	48.00
0	04/22/2010	Housing & Redevelopment A	Transportation	Jeanne Kelsey	Mileage Reimbursement	30.00
0	04/22/2010	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for 4/20 Payroll	1,195.88
0	04/22/2010	General Fund	211403 - Flex Spend Day Care	[REDACTED]	Dependent Care Reimbursement	180.00
0	04/22/2010	License Center	Transportation	Bridget Koeckeritz	Mileage Reimbursement	113.50
0	04/22/2010	General Fund	211402 - Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	83.19
0	04/22/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	18.08
0	04/22/2010	General Fund	Vehicle Supplies	Catco Parts & Service Inc	2010 Blanket PO For Vehicle Repairs	93.85
0	04/22/2010	General Fund	Operating Supplies	City of St. Paul	Paper	2,503.97
0	04/22/2010	General Fund	209001 - Use Tax Payable	City of St. Paul	Sales/Use Tax	-161.07
0	04/22/2010	License Center	Contract Maintenance	Electro Watchman, Inc.	Security System-License Center	192.38
0	04/22/2010	Building Improvements	Other Improvements	Alternative Business Furniture	Workstation Furniture-Evenson	1,040.20
0	04/22/2010	General Fund	Professional Services	Erickson, Bell, Beckman & Quin	Prosecution Services-March 2010	11,350.00
0	04/22/2010	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-March 2010	10,038.10
0	04/22/2010	General Fund	Vehicle Supplies	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	11.25
0	04/22/2010	General Fund	Op Supplies - City Hall	Grainger Inc	Lamps, Batteries	131.60
0	04/22/2010	General Fund	Op Supplies - City Hall	Grainger Inc	Lamps	26.03
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	126.86
0	04/22/2010	Storm Drainage	Telephone	NEXTEL Communications	Cell Phones	-132.38
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	12.30
0	04/22/2010	Sanitary Sewer	Telephone	NEXTEL Communications	Cell Phones	235.87
0	04/22/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	94.46
0	04/22/2010	Recreation Fund	Telephone	NEXTEL Communications	Cell Phones	30.44

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	04/22/2010	P & R Contract Maintenance	Telephone	NEXTEL Communications	Cell Phones	105.66
0	04/22/2010	Golf Course	Telephone	NEXTEL Communications	Cell Phones	24.17
0	04/22/2010	Community Development	Telephone	NEXTEL Communications	Cell Phones	86.40
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	23.50
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	11.75
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	47.01
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	400.10
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	313.25
0	04/22/2010	General Fund	Telephone	NEXTEL Communications	Cell Phones	914.78
0	04/22/2010	General Fund	Contract Maint. - City Garage	Green View Inc.	Cleaning at City Garage	555.25
0	04/22/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	68.19
0	04/22/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	265.56
0	04/22/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	58.99
0	04/22/2010	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	32.32
0	04/22/2010	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	97.26
0	04/22/2010	Water Fund	Office Supplies	Innovative Office Solutions	Office Supplies	32.33
0	04/22/2010	Storm Drainage	Office Supplies	Innovative Office Solutions	Office Supplies	32.33
0	04/22/2010	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	76.91
Check Total:						41,282.88
0	04/29/2010	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	Proex/wire Main & Poly Broom	966.73
0	04/29/2010	General Fund	Vehicle Supplies	Force America, Inc.	Feedback Cable & Weather Plug	252.18
0	04/29/2010	General Fund	Vehicle Supplies	Force America, Inc.	30 Gallon Slim Line Reservoir	614.71
0	04/29/2010	General Fund	Transportation	Debra Bloom-Heiser	Jan-Mar 2010 Mileage	249.50
0	04/29/2010	Information Technology	Transportation	Aaron Seeley	Mileage	384.00
0	04/29/2010	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	April	146.63
0	04/29/2010	Recreation Fund	Professional Services	Caitlin Bean	Dance Instruction	26.00
0	04/29/2010	Recreation Fund	Professional Services	Mari Marks	Dance Instruction	28.00
0	04/29/2010	Recreation Fund	Professional Services	Rebecca Fandrich	Dance Instruction	33.25
0	04/29/2010	Recreation Fund	Professional Services	Caitlin Bean	Dance Instruction	26.00
0	04/29/2010	Recreation Fund	Professional Services	Rebecca Fandrich	Dance Instruction	24.50
0	04/29/2010	License Center	Transportation	Mary Dracy	Mileage Reimbursement	160.00
0	04/29/2010	General Fund	Transportation	Eldona Bacon	Mileage Reimbursement	50.50
0	04/29/2010	General Fund	211402 - Flex Spending Health		Flex Reimbursement	55.74
0	04/29/2010	License Center	Transportation	Jill Theisen	Mileage Reimbursement	210.00
0	04/29/2010	General Fund	Office Supplies	Carolyn Curti	Treats for Roseville U	26.10
0	04/29/2010	General Fund	211402 - Flex Spending Health		Flex Reimbursement	151.70
0	04/29/2010	General Fund	211402 - Flex Spending Health		Flex Reimbursement	216.13
0	04/29/2010	General Fund	Vehicle Supplies	Napa Auto Parts	Unit 2599	45.71
0	04/29/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Unit 2584	22.27
0	04/29/2010	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	Safety Chains, Tow Ring, Combo Hook	161.89
0	04/29/2010	General Fund	Contract Maintenance	City of St. Paul	Acct 735-55001-4399	675.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	04/29/2010	Storm Drainage	Professional Services	WSB & Associates, Inc.	Project Mgmt & Design	1,595.00
0	04/29/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Unit 2584	22.27
0	04/29/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	423 Stock	289.74
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185463-4	65.85
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185464-5	678.08
0	04/29/2010	Golf Course	Utilities	Xcel Energy	51-5185467-8	408.06
0	04/29/2010	General Fund	Utilities - City Hall	Xcel Energy	51-5185469-0	5,316.81
0	04/29/2010	General Fund	Utilities - City Garage	Xcel Energy	51-5185469-0	3,343.52
0	04/29/2010	Recreation Fund	Utilities	Xcel Energy	51-5185470-3	457.50
0	04/29/2010	P & R Contract Maintenance	Utilities	Xcel Energy	51-5185471-4	355.98
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185471-4	1,211.94
0	04/29/2010	Sanitary Sewer	Utilities	Xcel Energy	51-5185472-5	636.19
0	04/29/2010	Recreation Fund	Utilities	Xcel Energy	51-5185473-6	8,241.69
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185474-7	585.42
0	04/29/2010	Storm Drainage	Utilities	Xcel Energy	51-5185474-7	14.21
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185475-8	940.86
0	04/29/2010	General Fund	Utilities	Xcel Energy	51-5185477-0	12,535.45
0	04/29/2010	Recreation Fund	Operating Supplies	Grainger Inc	supplies	84.86
0	04/29/2010	Recreation Fund	Operating Supplies	Grainger Inc	supplies	122.64
0	04/29/2010	Recreation Fund	Operating Supplies	Eagle Clan Enterprises, Inc	Supplies	300.32
0	04/29/2010	General Fund	Op Supplies - City Hall	Eagle Clan Enterprises, Inc	Supplies	440.22
0	04/29/2010	General Fund	Op Supplies - City Hall	Eagle Clan Enterprises, Inc	Tandem Brute Dolly	146.42
0	04/29/2010	Recreation Fund	Contract Maintenance	Green View Inc.	Roseville, Ice Arena	3,300.30
Check Total:						45,619.87
58341	04/22/2010	Recreation Fund	Professional Services	AARP	AARP Drivers Course	344.00
Check Total:						344.00
58342	04/22/2010	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning-License Center	29.00
Check Total:						29.00
58343	04/22/2010	Community Development	Deposits	Broadview Builders	Construction Deposit Refund	2,000.00
Check Total:						2,000.00
58344	04/22/2010	Recreation Fund	Professional Services	Timothy Callaghan	Ice Show Music Director	250.00
Check Total:						250.00
58345	04/22/2010	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	115.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						115.25
58346	04/22/2010	Telephone	SmartNet Maint Contracts	CDW	Voice Advantage Annual Service Fee Annua	4,000.00
Check Total:						4,000.00
58347	04/22/2010	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Beverages for Resale	713.67
Check Total:						713.67
58348	04/22/2010	General Fund	Operating Supplies	Coffee Mill, Inc.	Coffee Supplies	368.00
Check Total:						368.00
58349	04/22/2010	General Fund	211200 - Financial Support	Discover Bank	Case #: 62CV-09-11758	281.16
Check Total:						281.16
58350	04/22/2010	General Fund	211200 - Financial Support	Diversified Collection Service		210.24
Check Total:						210.24
58351	04/22/2010	Water Fund	Accounts Payable	MATTHEW & CONNIE HIBER	Refund check	36.03
Check Total:						36.03
58352	04/22/2010	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	Payroll Deduction for 4/20 Payroll	350.28
Check Total:						350.28
58353	04/22/2010	Building Improvements	MN Grant Professional Svcs	Karges-Faulkonbridge, Inc.	Skating Center Design	1,479.25
58353	04/22/2010	Building Improvements	MN Grant Professional Svcs	Karges-Faulkonbridge, Inc.	Skating Center Design	2,567.38
Check Total:						4,046.63
58354	04/22/2010	Water Fund	Accounts Payable	KATHRYN KULLMAN	Refund check	24.48
Check Total:						24.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
58355	04/22/2010	Park Dedication Fund	Miscellaneous Expense	LHB Inc	Parks and Recreation Master Plan Update	11,911.80
Check Total:						11,911.80
58356	04/22/2010	General Fund	210600 - Union Dues Deduction	Local Union 49	Payroll Deduction for 4/20 Payroll	806.00
Check Total:						806.00
58357	04/22/2010	Police Forfeiture Fund	Professional Services	MASA Consulting, Inc.	East Metro SWAT Evaluation Exercise	1,000.00
Check Total:						1,000.00
58358	04/22/2010	Recreation Fund	Professional Services	Minnesota Recreation & Park As	Volleyball State Berths	300.00
Check Total:						300.00
58359	04/22/2010	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Case # 001023511002	279.64
Check Total:						279.64
58360	04/22/2010	General Fund	Operating Supplies	MN Dept of Health	Tamiflu	2,525.25
Check Total:						2,525.25
58361	04/22/2010	Police Forfeiture Fund	Professional Services	Christopher Nelson	Home Land Security Role Play Prep.	480.00
Check Total:						480.00
58362	04/22/2010	License Center	Office Supplies	Northern Lights Distribution,	Ticket Sleeves	73.04
58362	04/22/2010	License Center	Use Tax Payable	Northern Lights Distribution,	Sales/Use Tax	-4.70
Check Total:						68.34
58363	04/22/2010	Recreation Fund	Operating Supplies	Oriental Trading Company	Spring Celebration Supplies	213.88
58363	04/22/2010	Recreation Fund	Use Tax Payable	Oriental Trading Company	Sales/Use Tax	-13.76
Check Total:						200.12
58364	04/22/2010	Golf Course	Green Fees	Mary Perlick	Golf League Refund	151.20
58364	04/22/2010	Golf Course	Evening League Registration	Mary Perlick	Golf League Refund	16.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						167.20
58365	04/22/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	217.00
Check Total:						217.00
58366	04/22/2010	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage Acct-2437	2,400.00
Check Total:						2,400.00
58367	04/22/2010	General Fund	211401- HSA Employee	Premier Bank	HSA	1,793.07
58367	04/22/2010	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,685.38
Check Total:						5,478.45
58368	04/22/2010	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case # CV074555	368.03
Check Total:						368.03
58369	04/22/2010	Golf Course	Merchandise For Sale	Roger Sandau	Golf Balls for Resale	100.00
Check Total:						100.00
58370	04/22/2010	General Fund	Operating Supplies	Scherer Bros. Lumber Co.	Rough Cedar	56.18
Check Total:						56.18
58371	04/22/2010	Recreation Fund	Professional Services	Steve Shields	Ice Show Announcer	250.00
Check Total:						250.00
58372	04/22/2010	Recreation Fund	Professional Services	Sue Shields	Ice Show Volunteer Coordinator	50.00
Check Total:						50.00
58373	04/22/2010	Recreation Fund	Operating Supplies	Stanley Security Solutions, In	Keys	125.89
Check Total:						125.89
58374	04/22/2010	Community Development	Professional Services	Sheila Stowell	Planning Commssion Meeting Minutes	184.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
58374	04/22/2010	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
Check Total:						188.35
58375	04/22/2010	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	92.85
Check Total:						92.85
58376	04/22/2010	General Fund	Vehicle Supplies	Tousley Ford Inc	2010 Blanket PO For Vehicle Repairs	258.88
58376	04/22/2010	General Fund	Vehicle Supplies	Tousley Ford Inc	2010 Blanket PO For Vehicle Repairs	123.99
Check Total:						382.87
58377	04/22/2010	General Fund	Contract Maint. - City Garage	Trugreen L.P.	Weed Control	91.92
58377	04/22/2010	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Weed Control	253.31
Check Total:						345.23
58378	04/22/2010	Golf Course	Operating Supplies	US Bank	Golf League Prize Money	1,500.00
Check Total:						1,500.00
58379	04/22/2010	Singles Program	Operating Supplies	Eleanor Vogel	Singles Supplies Reimbursement	15.74
Check Total:						15.74
58380	04/22/2010	General Fund	Motor Fuel	Yocum Oil Company, Inc.	2010 Blanket PO for fuel	9,581.92
Check Total:						9,581.92
58386	04/22/2010	Water Fund	Accounts Payable	JUDITH BENTLEY	Refund check	58.30
Check Total:						58.30
58387	04/22/2010	Sanitary Sewer	Accounts Payable	KATE & TYGE BLOMBERG	Utility Bill Refund	18.34
58387	04/22/2010	Water Fund	Accounts Payable	KATE & TYGE BLOMBERG	Utility Bill Refund	47.65
58387	04/22/2010	Storm Drainage	Accounts Payable	KATE & TYGE BLOMBERG	Utility Bill Refund	4.57
58387	04/22/2010	Solid Waste Recycle	Accounts Payable	KATE & TYGE BLOMBERG	Utility Bill Refund	4.79
Check Total:						75.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
58388	04/22/2010	Water Fund	Accounts Payable	DAVID NELSON	Refund check	97.80
					Check Total:	97.80
58389	04/22/2010	Sanitary Sewer	Accounts Payable	R RUSS	Utility Bill Refund	10.34
					Check Total:	10.34
58390	04/29/2010	Community Development	Deposits	AP Midwest DBA Adolfson & Pete	Construction Deposit Refund	3,848.00
					Check Total:	3,848.00
58391	04/29/2010	General Fund	Clothing	Aspen Mills Inc.	Navy Pants for Doug Johnson	34.50
					Check Total:	34.50
58392	04/29/2010	Equipment Replacement	FunRental - Copier Machines	Banc of America Leasing	Copier Leases	2,885.16
					Check Total:	2,885.16
58393	04/29/2010	Recreation Fund	Contract Maintenance	Biolawn, Inc.	Fertilization & Weed Control Application	317.48
					Check Total:	317.48
58394	04/29/2010	General Fund	Operating Supplies	Ryan Burns	Cutting supplies used for Incident 4/20/	82.10
					Check Total:	82.10
58395	04/29/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	160.00
58395	04/29/2010	General Fund	211402 - Flex Spending Health		Flex Reimbursement	362.01
					Check Total:	522.01
58396	04/29/2010	Golf Course	Merchandise For Sale	Coca Cola Bottling Company	Coke Products	347.54
					Check Total:	347.54
58397	04/29/2010	Water Fund	Accounts Payable	GARY DANIELSON	Refund check	27.23

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						27.23
58398	04/29/2010	Water Fund	Accounts Payable	ANTHONY FITZGERALD	Refund check	8.08
Check Total:						8.08
58399	04/29/2010	General Fund	Contract Maintenance Vehicles	Frontier Ag & Turf	Repair Base Loader	1,279.57
Check Total:						1,279.57
58400	04/29/2010	Golf Course	Contract Maintenance	GCS Service, Inc.	Inspection and Estimate of Ice Maker Rep	182.50
Check Total:						182.50
58401	04/29/2010	Recreation Fund	Fee Program Revenue	Corrine Hoffman	Stretch & Strenthen Refund	17.00
58401	04/29/2010	Recreation Fund	Collected Insurance Fee	Corrine Hoffman	Insurance Fee Refund	2.00
Check Total:						19.00
58402	04/29/2010	Singles Program	Operating Supplies	Jean Hoffman	Single Supplies	14.00
Check Total:						14.00
58403	04/29/2010	Sanitary Sewer	Professional Services	Impact Proven Solutions	Utility Bill Processing	691.28
58403	04/29/2010	Water Fund	Professional Services	Impact Proven Solutions	Utility Bill Processing	691.27
58403	04/29/2010	Storm Drainage	Professional Services	Impact Proven Solutions	Utility Bill Processing	691.27
Check Total:						2,073.82
58404	04/29/2010	Telephone	Telephone	Integra Telecom	City Of Roseville, 641624	306.62
Check Total:						306.62
58405	04/29/2010	Recreation Fund	Professional Services	Casey Kohs	Dance Instruction	57.75
58405	04/29/2010	Recreation Fund	Professional Services	Casey Kohs	Dance Instruction	52.50
Check Total:						110.25
58406	04/29/2010	Community Development	Deposits	Kraus Anderson Construction	Construction Deposit Refund	3,848.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						3,848.00
58407	04/29/2010	Recreation Fund	Operating Supplies	Menards	Lumber	198.57
Check Total:						198.57
58408	04/29/2010	Recreation Fund	Professional Services	Megan Miner	Dance Instruction	66.00
58408	04/29/2010	Recreation Fund	Professional Services	Megan Miner	Dance Instruction	60.00
Check Total:						126.00
58409	04/29/2010	Solid Waste Recycle	Furniture & Fixtures	Norseman Environmental Service	Compost Bins Purchase for Resale	900.00
Check Total:						900.00
58410	04/29/2010	Information Technology	Computer Equipment	Paragon Solutins Group, Inc	Video Server	731.11
Check Total:						731.11
58411	04/29/2010	General Fund	211403 - Flex Spend Day Care	Nick Picha	Dependent Care Reimbursement	217.00
Check Total:						217.00
58412	04/29/2010	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharp	256.00
Check Total:						256.00
58414	04/29/2010	Storm Drainage	Transportation	Ramsey-Washington Metro	2009 Monitoring Services	1,121.67
58414	04/29/2010	Grass Lake Water Mgmt. Org	Professional Services	Ramsey-Washington Metro	2009 Administrative Support	4,920.00
Check Total:						6,041.67
58415	04/29/2010	Recreation Fund	Operating Supplies	Julie Resinger	Dance Assistant	32.00
58415	04/29/2010	Recreation Fund	Professional Services	Julie Resinger	Dance Assistant	32.00
Check Total:						64.00
58416	04/29/2010	Recreation Fund	Fee Program Revenue	Virginia Rustad	Stretch & Strengthen Refund	17.00
58416	04/29/2010	Recreation Fund	Collected Insurance Fee	Virginia Rustad	Insurance Refund	2.00

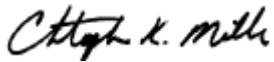
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						19.00
58417	04/29/2010	Water Fund	Accounts Payable	SYLVIA SIEFERMAN	Refund check	77.63
Check Total:						77.63
58418	04/29/2010	General Fund	Telephone	Sprint	Public Works	37.65
58418	04/29/2010	General Fund	Telephone	Sprint	Engineering	113.24
58418	04/29/2010	Information Technology	Telephone	Sprint	IT	302.07
58418	04/29/2010	Recreation Fund	Telephone	Sprint	Recreation	75.28
58418	04/29/2010	P & R Contract Maintenance	Telephone	Sprint	Parks	37.64
58418	04/29/2010	Golf Course	Telephone	Sprint	Golf Course	38.06
58418	04/29/2010	General Fund	Telephone	Sprint	Finance	37.64
58418	04/29/2010	Community Development	Telephone	Sprint	Community Development	38.06
Check Total:						679.64
58419	04/29/2010	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Fortera Eagle	871.76
Check Total:						871.76
58420	04/29/2010	Community Development	Professional Services	TMR Quality Lawn Service	Mow Empty Lot 2668 N Lexington	140.00
Check Total:						140.00
58421	04/29/2010	General Fund	Vehicle Supplies	Tousley Ford Inc	Unit 2581	50.45
58421	04/29/2010	General Fund	Vehicle Supplies	Tousley Ford Inc	Unit 2599	41.38
Check Total:						91.83
58422	04/29/2010	General Fund	211402 - Flex Spending Health		Flex Reimbursement	98.24
Check Total:						98.24
58423	04/29/2010	P & R Contract Maintenance	Operating Supplies	Trugreen L.P.	89739 Arboretum Roseville	721.84
Check Total:						721.84
58424	04/29/2010	General Fund	Operating Supplies	United Rentals Northwest, Inc.	Supplies	149.07

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	149.07
58425	04/29/2010	Information Technology	Contract Maintenance	US Internet	Domains	440.00
					Check Total:	440.00
58426	04/29/2010	Water Fund	Accounts Payable	ZW REAL ESTATE INC.	Refund check	78.76
					Check Total:	78.76
					Report Total:	166,612.12

REQUEST FOR COUNCIL ACTION

Date: 05/10/10
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Pints For Prostates/Northern Brewer, request for Temporary On-Sale Liquor License

BACKGROUND

Pints For Prostates has applied for a temporary on-sale liquor license at 1945 County Road C2 West for an event to be held on June 16, 2010.

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

The revenue generated from license fees collected is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws and license administration.

STAFF RECOMMENDATION

The City staff has reviewed the application and has determined that the applicant meets City requirements, and is recommending approval of the application.

REQUESTED COUNCIL ACTION

Motion to approve Pints For Prostates application for a Temporary On-Sale Liquor License at 1945 County Road C2 West for June 16, 2010.

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



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 222, St. Paul MN 55101-5133
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION PINTS FOR PROSTATES	DATE ORGANIZED 6-16-10	TAX EXEMPT NUMBER 27-1625548	
STREET ADDRESS 12673 OVERLOOK MOUNTAIN DRIVE	CITY CHARLOTTE	STATE NC	ZIP CODE 28216
NAME OF PERSON MAKING APPLICATION JUNO (HOT) (651-289-4760)	BUSINESS PHONE (704) 391-0062	HOME PHONE ()	
DATES LIQUOR WILL BE SOLD 6-16-10	TYPE OF ORGANIZATION CLUB <u>CHARITABLE</u> RELIGIOUS OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME RICK LYKE	ADDRESS SAME AS ABOVE		
ORGANIZATION OFFICER'S NAME	ADDRESS		
ORGANIZATION OFFICER'S NAME	ADDRESS		

Location license will be used. If an outdoor area, describe

PRIVATE BUSINESS @ 1945 COUNTY ROAD C2 WEST, ROSEVILLE MN 55113

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.

NO

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.

YES, MT. VERNON, \$1,000,000

APPROVAL

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

CITY/COUNTY _____

DATE APPROVED _____

CITY FEE AMOUNT _____

LICENSE DATES _____

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 License for the event



CERTIFICATE OF LIABILITY INSURANCE

OP ID KJ
NORTH95

DATE (MM/DD/YYYY)

04/16/10

PRODUCER RJ Ahmann Company 7555 Market Place Drive Eden Prairie MN 55344 Phone: 952-947-9700 Fax: 952-947-9793		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	
INSURED Northern Brewer Attn: Chris Farley 1945 County Road C2W Roseville MN 55113		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A: Mt. Vernon	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

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.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC				EACH OCCURRENCE	\$
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
					MED EXP (Any one person)	\$
					PERSONAL & ADV INJURY	\$
					GENERAL AGGREGATE	\$
					PRODUCTS - COMP/OP AGG	\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS / UMBRELLA LIABILITY ☐ OCCUR ☐ CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below Y/N ☐				WC STATU-TORY LIMITS	OTH-ER
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
A	Liquor Liability	CL2570286	05/01/10	05/01/11	Each Claim	1,000,000
					Aggregate	1,000,000

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

CERTIFICATE HOLDER

CANCELLATION

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 17 2010

PINTS FOR PROSTATES INC
C/O RICHARD J LYKE
12673 OVERLOOK MOUNTAIN DR
CHARLOTTE, NC 28216-6726

Employer Identification Number:
27-1625540

Contact Person:

RONALD D BELL

ID# 31185

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

February 28

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required: Yes

Effective Date of Exemption:

January 20, 2010

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

-2-

PINTS FOR PROSTATES INC

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Choi". The signature is stylized with a large, looping "R" and a cursive "Choi".

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

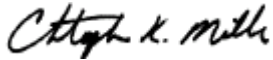
Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

REQUEST FOR COUNCIL ACTION

Date: 5/10/2010
Item No.: 7.c

Department Approval



City Manager Approval



Item Description: Request for Approval of 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
IT	Berbee Networks	Desktop telephone replacements (6)	\$4,612.77
IT	Berbee Networks	Cisco Call Manager license renewals	3,072.65
IT	Hewlett Packard	Network Server replacement	24,137.97
IT	St. Croix Solutions	Network virtualization software	28,915.03
IT	St. Croix Solutions	Assist in network server integration	4,440.00
Stormwater	Ess Brothers	Storm sewer manhole covers	15,000.00

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

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

19 **STAFF RECOMMENDATION**

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

22 **REQUESTED COUNCIL ACTION**

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

25

26

Prepared by: Chris Miller, Finance Director

Attachments: A: None

27

REQUEST FOR COUNCIL ACTION

DATE: 5/10/2010
ITEM NO: 7.d

Department Approval



City Manager Approval



Item Description: Adopt an Ordinance relating to ZONING TEXT AMENDMENT to Sign Regulation regarding Political Signs.

1.0 REQUESTED ACTION

Amend Section 1010.03B10 regarding political signs to be consistent with recent changes in date of the primary election.

2.0 BACKGROUND

2.1 Minnesota has traditionally held the primary for statewide offices in September, but recent federal changes require states to begin mailing absentee ballots 45 days before an election. This will help ensure that military and overseas voters have enough time to return their absentee ballots to be counted in an election.

2.2 Governor Pawlenty signed into law a provision that changes the date of the primary election to the second Tuesday of August. Currently Roseville's City Code sets the date for the primary election to the first Tuesday after the second Monday in September.

2.3 Roseville's current sign ordinance restricts placing political signs until August 1, in years with state general elections. Under the current ordinance provision, candidates and political campaigns would have seven to 13 days to post signs before the new primary election date.

3.0 PROPOSED ORDINANCE AMENDMENT

1010.03: PERMITS:

10. Political signs to the extent that the following criteria are met:
- a. In years when a state general election is held, political signs may be posted from ~~August 1~~ 46 days before the primary election until 10 days following the state general election. Any such signs must be removed by those responsible for their being posted.

4.0 STAFF COMMENTS

The objective of the proposed TEXT AMENDMENT would be to:

- a. Bring the City Code into compliance with recently passed legislation changing the election date to August.
- b. Allow political campaigns to post campaign signs 46 days before a primary election.

5.0 STAFF RECOMMENDATION

The Planning Division recommends approval; of the Text Amendment to Section 1010.03B10 to create language necessary to be consistent with recent legislative changes.

6.0 PLANNING COMMISSION ACTION

On Wednesday, May 5, 2010, the Roseville Planning Division held the duly noticed public hearing regarding the change in date for placement of political signs. No members of the community were present to address the Planning Commission and Commissioners do not have any questions of the Planning Staff. The Commission voted (6-0) to recommend approval of the ZONING TEXT AMENDMENT change

7.0 SUGGESTED ACTION

Adopt an ordinance approving the proposed ZONING TEXT AMENDMENT to Section 1010.03A10a of the City Code regarding political sign posting, based on the comments in Section 1 and 2 of this report.

Prepared by: City Planner Thomas Paschke

Attachments: A: Draft Ordinance

**City of Roseville
ORDINANCE NO.**

AN ORDINANCE AMENDING

**TITLE 1010.03, SECTION 10
POSTING POLITICAL SIGNAGE**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 1010.03 of the Roseville City Code is amended to read as follows:

1010.03: PERMITS:

10. Political signs to the extent that the following criteria are met:

- a. In years when a state general election is held, political signs may be posted from 46 days before the primary election until 10 days following the state general election. Any such signs must be removed by those responsible for their being posted.

SECTION 2: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this 10th day of May, 2010.

(SEAL)

CITY OF ROSEVILLE

BY: _____
Craig D. Klausing, Mayor

ATTEST:

William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: 5/10/10
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Approve Supplemental Agreements, Adopt a Resolution to Accept the Work Completed, Authorize Final Payment of \$9,725.29 and Commence the One-Year Warranty Period on the 2009 Contract C

BACKGROUND:

On July 20, 2009 the City Council awarded the 2009 Contract C to Lametti & Sons, Inc, of Hugo, Minnesota. The 2009 Contract C consists of two utility projects.

ST-08-12: STORM SEWER PROJECTS

RESERVOIR WOODS DOG PARK PARKING LOT OUTLET REPAIR

FULHAM POND INLET REPAIR

This project is the repair of two storm sewer inlets. One located on the east side of Fulham pond directly adjacent to 2328 Terminal Road. The second is located to the east of the Ramsey County Open Space parking lot at 481 Larpenteur Avenue. The work consists of storm sewer manhole construction, pipe installation, and restoration.

SS-09-13: TH280 SANITARY SEWER REPLACEMENT

This project is the elimination of a lift station and the construction of a gravity line into the City of Lauderdale to allow conveyance of the Paper Calmenson wastewater to the Metropolitan Council's trunk system via the Lauderdale sanitary sewer system. The work in this project includes bituminous removal, sanitary sewer construction, sanitary sewer directional boring, sewer structure repair, removal of the existing lift station and grading and restoration.

The work for this contract was finished in March 2010, and the contractor has requested final payment.

POLICY OBJECTIVE

City policy requires that the following items be completed to finalize a construction contract:

- Certification from the City Engineer verifying that all of the work has been completed in accordance with plans and specifications.
- A resolution by the City Council accepting the contract and beginning the one-year warranty.

FINANCIAL IMPACTS

The final contract amount, \$389,011.42, is \$43,188.20 more than the awarded amount of \$343,930.00. This represents an increase in the contract of 12.5%. The cost increases are a result of a change in the approach for constructing the TH280 Sanitary Sewer, and the repair of one additional storm sewer inlet. The decisions regarding these changes needed to be made while the work was being completed, not allowing for the processing of a these supplemental

agreements prior to the execution of the work. A summary of the Supplemental agreements are listed below:

Supplemental Agreement #1	This project was initially proposed to be completed using trenchless technology. However, during the execution of the sanitary sewer pipe boring, an obstruction required the contractor to abandon the trenchless approach.	\$32,584.72
Supplemental Agreement #2	Repair of the pond inlet located to the north of the St. Croix lift station, and replace the manhole located on the northeast corner of Fulham Pond	\$10,603.48
	Total Change Orders	\$43,188.20

The total cost for Project No. SS-09-13: TH280 Sanitary Sewer Replacement, \$ 338,092.34 will be reimbursed by MnDOT. The costs for Project No. ST-08-12: Storm Sewer Projects, \$50,919.08 was funded using Storm Water Funds.

STAFF RECOMMENDATION

Since all necessary items have been completed in accordance with project plans and specifications, staff recommends the City Council approve a resolution accepting the work completed as 2009 Contract C, starting the one-year warranty and authorizing final payment of \$9,725.29.

REQUESTED COUNCIL ACTION

Approve the resolution accepting the work completed as 2009 Contract C, starting the one-year warranty and authorizing final payment of \$9,725.29.

Prepared by: Debra Bloom, City Engineer

Attachments: A: Certification from City Engineer
B: Resolution



April 30, 2010

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: 2009 Contract C
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the 2009 Contract C. I find that this contract has been fully completed in all respects according to the plans, specifications, and the contract. I therefore recommend that final payment be made from the improvement fund to the contractors for the balance on the contract as follows:

Original Contract amount (based on estimated quantities)	\$343,930.00
Change Orders	\$43,188.20
Final Contract Amount	\$389,011.42
Actual amount due (based on actual quantities)	\$389,011.42
Previous payments	\$379,286.13
 Balance Due	 \$9,725.29

The construction costs for this project have been funded as follows:

MnDOT Utility Relocation Funds	\$ 338,092.34
Storm Water Funds	\$50,919.08

Please let me know if you have any questions or concerns and would like more information.

Sincerely,

Debra M. Bloom, P.E.
City Engineer
651-792-7042
deb.bloom@ci.roseville.mn.us

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held in the City Hall at 2660 Civic Center Drive, Roseville, Minnesota, on Monday, 10th day of May, 2010, at 6:00 p.m.

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

Councilmember Pust introduced the following resolution and moved its adoption:

**RESOLUTION NO.
FINAL CONTRACT ACCEPTANCE
2009 CONTRACT C**

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

WHEREAS, pursuant to a written contract signed with the City on July 20, 2009 for 2009 Contract C, Lametti & Sons, Inc, of Hugo, Minnesota, has satisfactorily completed the improvements associated with this contract.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA, that the work completed under said contract is hereby accepted and approved; and

BE IT FURTHER RESOLVED: That the City Manager is hereby directed to issue a proper order for the final payment of such contract, taking the contractor's receipt in full; and

BE IT FURTHER RESOLVED: That the one year warranty period as specified in the contract shall commence on May 13, 2010.

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

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
 COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 10th day of May, 2010, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 10th day of May, 2010.

William J. Malinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 5/10/10
Item No.: 7.f

Department Approval



City Manager Approval



Item Description: Authorize Acceptance of Cost-Share Funds for Rosewood Neighborhood Drainage Improvements Project.

BACKGROUND:

On March 24, 2008, the City Council authorized a study of the storm water hydrology of the Walsh Lake subwatershed located in the neighborhood southeast of Midland Hills Golf Course (“Rosewood Neighborhood”) due to neighborhood concerns about localized street flooding and damage to property. This area includes the following streets: Midland Hills Road, Draper Avenue, Rosedale Drive, Westwood Circle, Hythe Street, Skillman Avenue, North Rosewood Lane, and South Rosewood Lane.

WSB and Associates, Inc. is completing final plans and specifications for an improvement project. This includes the completion of the Phase 1 project, the construction of 22 rain gardens throughout the neighborhood, that began last fall, as well as Phase 2, which is the wetland expansion and construction of an underground storage chamber. The project will be brought to the City Council for approval at a future meeting, once staff has received bids from contractors.

Staff applied for funding from the Rice Creek Watershed District (RCWD) through its 2010 Urban Stormwater Remediation Cost-Share Program. This funding is available to assist municipalities located within the RCWD to incorporate water quality improvement Best Management Practices (BMPs) into redevelopment, roadway and storm sewer improvement projects in 2010. Only projects that are not part of a permit requirement are eligible for this funding. The RCWD Board has reviewed the City’s application, and pending a public hearing at their May 12, 2010 board meeting, will approve this project for funding.

Staff also applied for funding from the Ramsey Conservation District (RCD). The RCD manages cost share funds made available by the Board of Soil and Water Resources (BSWR) for restoration projects within Ramsey County such as rain gardens, native plantings, and shoreline restorations that will create habitat and protect our lakes, streams, and wetlands. The RCD has indicated that the restoration of the wetland expansion and the plantings in the rain gardens are elements of the City’s project that are eligible for this cost-share program.

FINANCIAL IMPACTS

The RCWD cost-share is a maximum of \$50,000. The RCD/BSWR cost-share is not to exceed 75% of eligible costs, which is currently estimated at \$27,165.55. The balance of this project, estimated at \$272,988, is proposed to be paid for using Storm Water Sewer Infrastructure Funds.

31 **STAFF RECOMMENDATION**

32 Staff recommends the Council authorize acceptance of the cost-share funds for the Rosewood
33 Neighborhood Drainage Improvements Project. This neighborhood is listed as a problem area in
34 the City's Comprehensive Surface Water Management Plan (CSWMP.) One of the goals from
35 the City's CSWMP is to provide flood protection for all residents and structures as well as
36 protect the integrity of conveyance channels and storm water detention areas. This project is
37 also consistent with City water quality goals.

38 **Requested Council Action:**

39 Motion accepting cost-share funds from the Rice Creek Watershed District in the amount of
40 \$50,000 and from the Ramsey Conservation District in the amount of \$27,165.55 for the
41 Rosewood Neighborhood Drainage Improvements Project.

42 **Prepared by: Kristine Giga, Civil Engineer**

Date: 5/10/10

Item: 10.a

Joint Meeting with
Planning Commission

No Attachment

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 05-10-10
Item No.: 11.a

Department Approval

Chris Miller

City Manager Approval

W. J. Mahinen

Item Description: Public Hearing to Consider Transferring the Off-Sale Liquor License for Cellars Wines & Spirits to a new location

Background

Cellars Wines & Spirits holds an existing off-sale liquor license at 1649 County Road C. Their license was recently approved by the City Council with no questions or concerns being expressed. Cellars desires to move their liquor store operation to a new store located at the Rosedale Square North Building at 2701 Lincoln Drive. The new location is just north of their current store, and will be contained within an existing multi-tenant retail area. The new location is a permitted use for an off-sale liquor store.

Under City Code, the City Council must authorize the transfer of the license to the new location.

The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Cellars is expected to attend the hearing to answer any questions the Council may have.

Financial Implications

The revenue that is generated from the license fees collected is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws, and license administration.

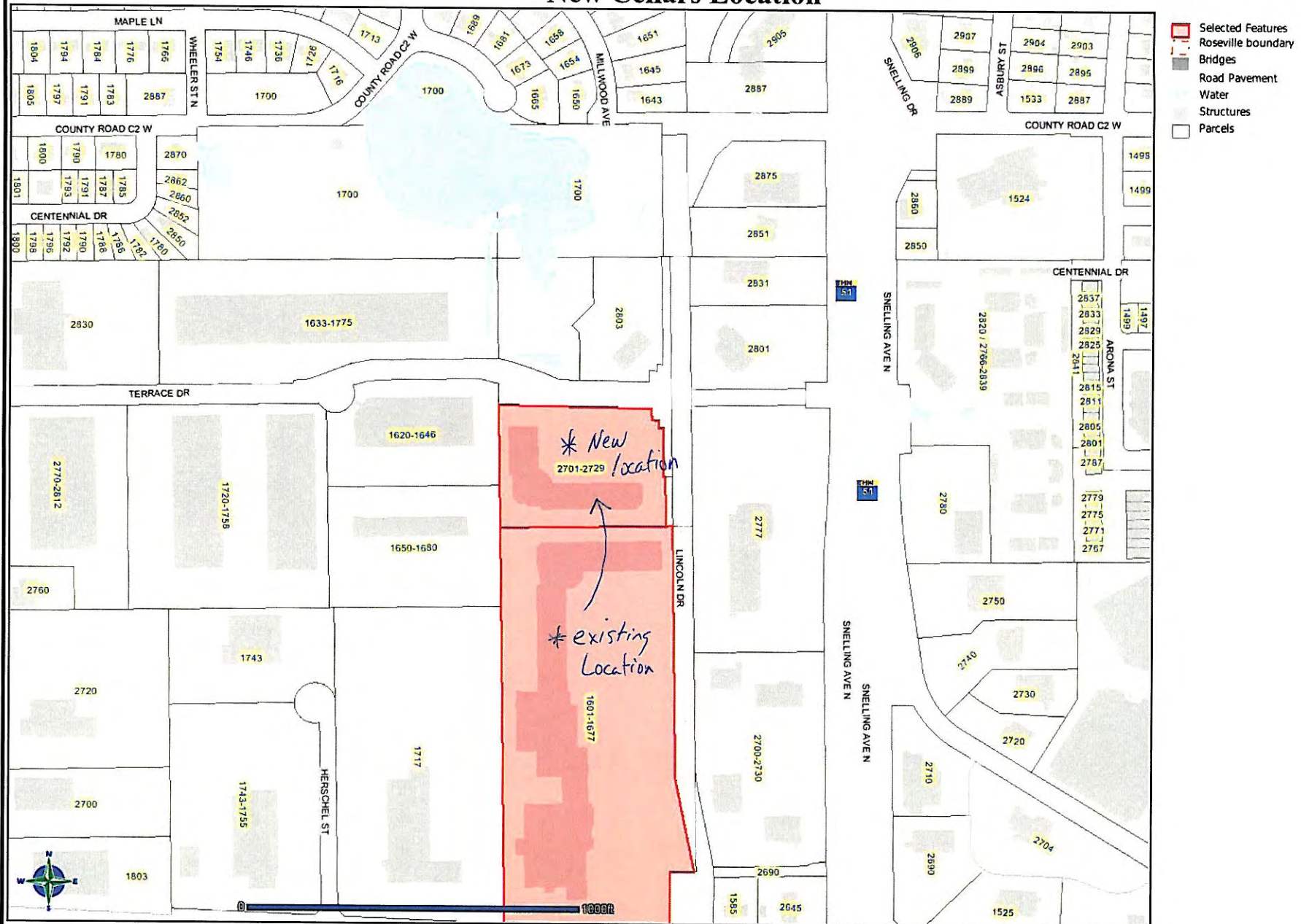
Council Action

Conduct the public hearing and consider approving/denying the transfer of the Off-Sale liquor license for Cellars Wines & Spirits, to be located at 2701 Lincoln Drive.

Prepared by: Chris Miller, Finance Director

Attachments: Map of existing and new locations

New Cellars Location



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: City of Roseville and Ramsey County, The Lawrence Group; March 31, 2010 for City of Roseville data and Ramsey County property records data, March 2010 for commercial and residential data, April 2009

Date: 5/10/10

Item: 12.a

Cellars Off-Sale

Liquor License

No Attachment

See 11.a

REQUEST FOR COUNCIL ACTION

Date: 5/10/10
Item No.: 12.b

Department Approval



City Manager Approval



Item Description: Consider Petition requesting the City to accept an Existing Private Street as a Public Street and Adopt a Resolution Ordering the Preparation of a Feasibility Report for Ferris Lane Reconstruction

BACKGROUND:

Over the last 12 years, City Staff has been approached a number of times by the Homeowners associations for Ferriswood and Ferriswood II Condominiums with the request that the City take over ownership of the private street portion of Ferris Lane. This street was constructed when this property was developed in 1984. Staff has communicated to the Ferriswood property owners that in order to take these streets over, they would need to be brought to City standards and have adequate right of way dedicated.

To better understand the costs and potential impacts for both the City and the Homeowners as a result of this request, the City will need to undertake additional investigation. This additional investigation would take the form of a Feasibility Report. This Feasibility Report would include a comprehensive review of the project scope, preliminary cost estimates, proposed funding scenarios, review of potential land use actions needed, a schedule, identification of the needed right-of-way, a construction survey to determine the existing conditions as a basis for developing preliminary plans, preparation of the actual preliminary plans for the proposed pavement rehabilitation project, staff time to meet with Association representatives regarding the Project, and City attorney time to prepare and review the necessary agreements, including a street transfer agreement, proposed form of petition and waiver for a public improvement project and a public right-of-way easement agreement.

The findings of this Feasibility Report will be presented to the Homeowner's Associations as well as the City Council. It is anticipated that 100% of the costs for this study and the ensuing public improvement project, if ordered by the City Council, would be paid for by the Homeowner's Association. It is anticipated that this would be accomplished through assessments, as a result we would need to follow the Chapter 429 assessment process for this project.

POLICY OBJECTIVE

Accepting this private street as a public road will be setting a precedence for the City of Roseville. In order for us to consider accepting the private street as a public street it should meet the minimum public street standards included in the City Code. These include right-of-way width, street width, street load limits, parking restrictions, and turnaround design. The feasibility report would further investigate what needs to be done to this street to bring it into compliance

31 with code.

32 Attached is a map showing all of the private streets located within the City. The majority of
33 these streets do not meet code standards for public streets.

34 **FINANCIAL IMPACTS**

35 As described in the attached letter, the Homeowners Association's has agreed to reimburse the
36 City for staff time to complete a feasibility report for this potential public improvement project.
37 They will reimburse actual City staff cost; at this time we have estimated that cost to be around
38 \$6,500. Ordering a Feasibility Report is the first step in the Chapter 429 Public Improvement
39 Assessment process.

40 If this street were turned over to the City; repair and winter maintenance would become the
41 responsibility of the City. Public streets cost approximately \$10,000 year/ mile for maintenance.

42 **STAFF RECOMMENDATION**

43 Discuss request from the Ferriswood and Ferriswood II Homeowners Associations to accept
44 existing private streets as public streets. To complete additional investigation into the costs and
45 impacts of this request, staff recommends that a Feasibility Report be prepared.

46 **REQUESTED COUNCIL ACTION**

47 Approve Resolution Ordering the Preparation of a Feasibility Report for Ferris Lane
48 Reconstruction Project.

Prepared by: Debra Bloom, City Engineer
Attachments: A: March 4, 2010 Letter
B: Ferris Lane Location Map
C: Private Street Map
D. Resolution

49

Felhaber Larson Fenlon & Vogt

A Professional Association – Attorneys at Law

Attachment A

MINNEAPOLIS
220 South Sixth Street | Suite 2200
Minneapolis, MN 55402-4504
612 339 6321 | Fax 612 338 0535

J. Patrick Brinkman
612.373.8420
Fax: 612.338.4608
E-mail: pbrinkman@felhaber.com
Reply to Minneapolis Office

ST. PAUL
444 Cedar Street | Suite 2100
St. Paul, MN 55101-2136
651 222 6321 | Fax 651 222 8905

March 4, 2010

VIA E-MAIL – deb.bloom@ci.roseville.mn.us

Deborah M. Bloom, P.E.
City Engineer
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

**RE: Ferriswood Condominium and Ferriswood II Condominium Street Transfer and
Improvement Project
Our File No. 16698.001**

Dear Ms. Bloom:

Thank you for visiting with me recently to discuss Ferriswood Condominium's and Ferriswood II Condominium's request that the private street portion of Ferris Lane be dedicated and accepted by the City of Roseville (the "City") as a public street and that after acceptance it improved as a public improvement project. Our firm has been requested to assist the respective Associations in proceeding through and accomplishing this process.

That portion of Ferris Lane extending north of its intersection with Gluek Lane, and including the circular loop at the northern end thereof, is a common element private street (herein the "Private Street") of Ferriswood Condominium and is therefore owned in undivided percentage interests by the owners/members of Ferriswood Condominium. The Private Street is subject to a permanent non-exclusive easement for ingress and egress benefitting the owners and members of Ferriswood II Condominium. We understand the Private Street area is also subject to a Utilities Easement for sewer and water service benefitting both Ferriswood Condominium and Ferriswood II Condominium and assume this is for City sewer and water lines. The Private Street is in need of significant repair and needs to be improved.

The Ferriswood Condominium and the Ferriswood II Condominium, by their respective Boards of Directors, request the City accept a grant of an easement by the Ferriswood Condominium Association, at no cost to the City, over the Private Street area,

with boundaries acceptable to the City, for public right-of-way purposes and that the City undertake improvement of the Private Street in accordance with City standards as a public improvement project to be paid by special assessment (the "Project").

To get underway with the Project, we understand the City will undertake the preparation of a Feasibility Report, estimated by the City to cost approximately \$6,556.64, provided Ferriswood Condominium and Ferriswood II Condominium agree to reimburse the City for its costs incurred in preparing the Report. This Feasibility Report is to include a comprehensive review of the Project scope, preliminary cost estimates, proposed funding scenarios, review of potential land use actions needed, a schedule, identification of the needed right-of-way, a construction survey to determine the existing conditions as a basis for developing preliminary plans, preparation of the actual preliminary plans for the proposed pavement rehabilitation project, staff time to meet with Association representatives regarding the Project, and City attorney time to prepare and review the necessary agreements, including a street transfer agreement, proposed form of petition and waiver for a public improvement project and a public right-of-way easement agreement.

We are informed the respective Boards for Ferriswood Condominium and Ferriswood II Condominium have approved reimbursement of 60% and 40% respectively of the City's actual costs incurred for the Feasibility Report based on the City's preliminary estimate of \$6,556.64.

If the findings of the Feasibility Report are acceptable to the City, Ferriswood Condominium and Ferriswood II Condominium and each is agreeable to continue with the Project, we anticipate the parties will want to enter into an agreement to proceed as follows:

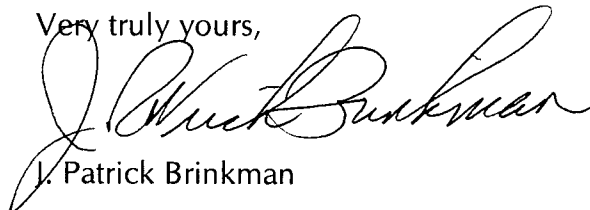
1. **Ferriswood Condominium and Ferriswood II Condominium** will obtain the requisite homeowner approval for granting an easement over the Ferriswood Condominium common element property for public right-of-way. While the Bylaws of Ferriswood Condominium authorize its Board to grant an easement through its common element property for a public right-of-way if approved by 50% of the homeowners, we believe this may be superseded by the statutory requirement under Minnesota Statutes Section 515B.3-112 requiring approval by 67% of the homeowners. The existing access easement over the Ferriswood Condominium common element property for the benefit of Ferriswood II Condominium is non-exclusive and therefore Ferriswood Condominium can grant a further easement for public right-of-way over its common element property but we propose that consent to the grant of a public right-of-way easement be obtained from at 67% of the Ferriswood II Condominium owners also.

2. The **City, Ferriswood Condominium and Ferriswood II Condominium** will enter into a Street Transfer Agreement committing:

- a. **Ferriswood Condominium** to grant an easement, and Ferriswood II Condominium to consent thereto, to the City, without cost to the City, for purposes of public right-of-way.
- b. The **City** will accept the easement.
- c. The appropriate officers of **Ferriswood Condominium Association and the Ferriswood II Condominium Association** (not individual homeowners) will execute a Petition and Waiver Agreement in form acceptable to the City requesting improvement of the street as a public improvement project with assessment of the entire cost, 60% to Ferriswood Condominium Association and 40% to Ferriswood II Condominium Association (not the individual homeowners).
- d. The **City** will, upon acceptance of the Petition and Waiver by the Ferriswood Condominium and Ferriswood II Condominium Associations, commence the public improvement process including approval of special assessments for the cost against Ferriswood Condominium Association (60% of the cost) and Ferriswood II Condominium Association (40% of the cost) payable together with interest thereon over an agreed upon installment period not to exceed 15 years. We understand this requires City Council approval, but that the City Council can approve the matter without a public hearing based on the Petition and Waiver provided by the Associations.
- e. The **City** agrees that after the public improvement project is completed it will continue to maintain, repair and replace the public right-of-way at the same frequency and level as is done for similar public improvements in the City.

The matters set forth in this letter are not intended to be a proposal or demand, but are instead offered as a roadmap of what we hope to discuss and evaluate during our meeting on Friday. We look forward to our meeting with you on Friday.

Very truly yours,



J. Patrick Brinkman

:gls

cc: Bruce Abrahamson (via e-mail - bruceabrahamson@comcast.net)
Stan Vasseur (via e-mail - sgvasseur@comcast.net)



Ferris Lane

-  Ferris Lane Private Roadway Boundary
-  Ferris Lane Pubic Roadway Boundary



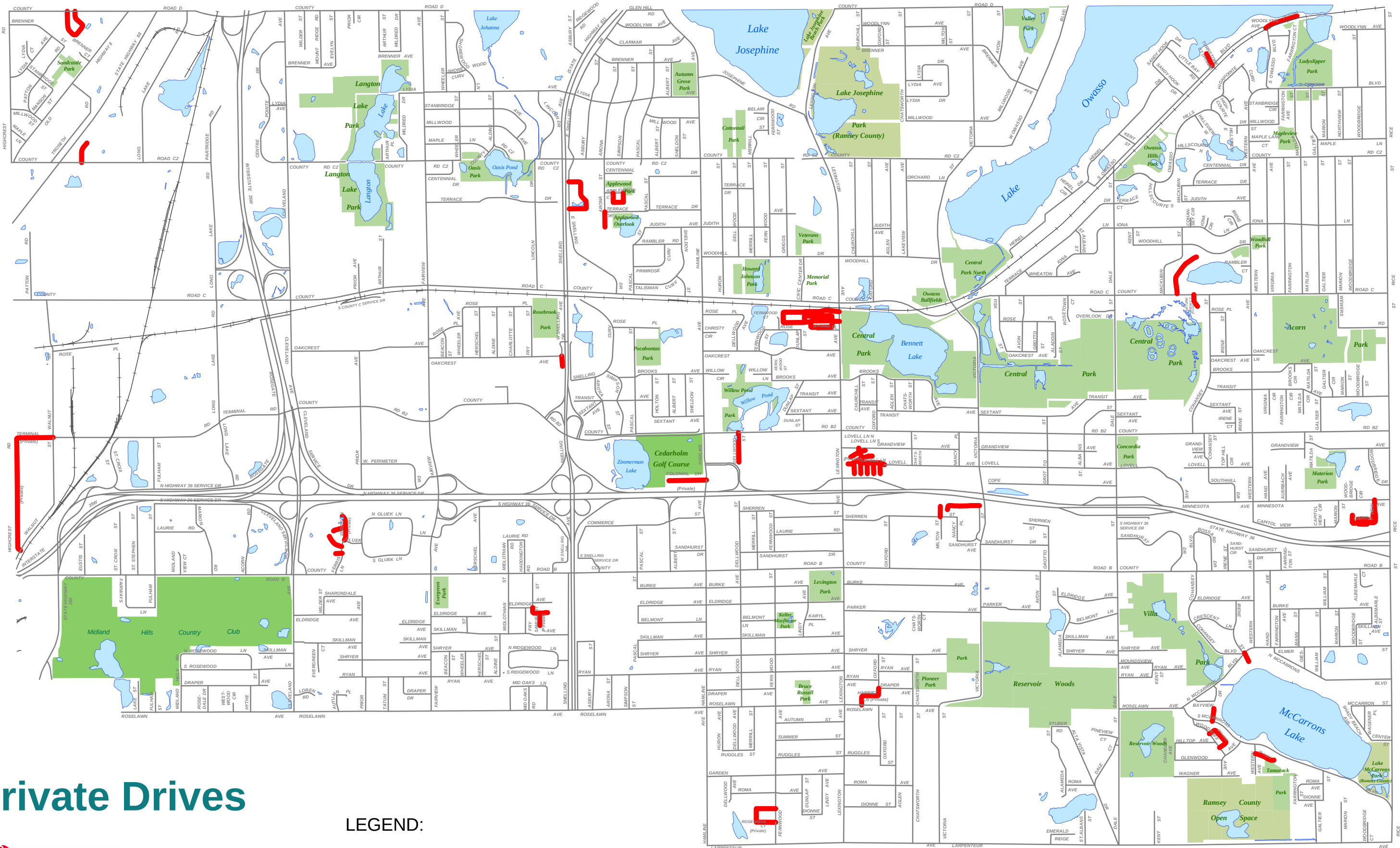
Prepared by:
Engineering Department
April 30, 2010

Data Sources and Contacts:
* Ramsey County GIS Base Map (3/31/10)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring accurate measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-750-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 25 50 75 100 Feet
mapdoc: FerrisLane.mxd
map: FerrisLane.pdf





Private Drives



Prepared by:
Engineering Department
September 27, 2006

Data Sources and Contacts:
* Ramsey County GIS Base Map (9/8/2006)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
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Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of said City held on the 10th day of May, 2010, with the original thereof on file in my office, and the same is a full, true, and complete transcript insofar as the same relates to City Project No. 10-08 Ferriswood Public Street.

Adopted by the council this 10th day of May, 2010.

City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 5/10/2010

ITEM NO: 12.c

Department Approval:



City Manager Approval:



Item Description: Adopt a Resolution approving a COMPREHENSIVE PLAN TEXT AMENDMENT to include Institutional land uses among the uses allowed in areas guided for Regional, Community, and Neighborhood Business land uses

1.0 BACKGROUND

1.1 During the current process of reviewing a proposed zoning text amendment which would permit churches in areas designated as Regional Business areas by the Comprehensive Plan, both the Planning Commission and the City Council indicated support for the proposed use. Because the Comprehensive Plan was determined to exclude Institutional uses (e.g., religious institutions, schools, etc.) from Regional Business areas, however, the City Council directed Planning Division staff to initiate the process of amending the text of Comprehensive Plan to allow institutional land uses in certain commercial areas.

1.2 Although the original ZONING TEXT AMENDMENT application hasn't yet been formally withdrawn, a representative of the church has indicated that the subject property was no longer available, so an amendment to the existing zoning text is no longer necessary, but approval of the COMPREHENSIVE PLAN TEXT AMENDMENT will enable the updated zoning code to allow and regulate the uses in commercial areas once the new zoning code is in place. If the ZONING TEXT AMENDMENT application is not withdrawn by the applicant, Planning Division staff will recommend denial of the request at the May 24th City Council meeting in order to ensure that action is taken before the June 5, 2010 deadline.

1.3 Approval of a recommended amendment to the Comprehensive Plan requires adoption of a City Council resolution by a supermajority vote of 4/5^{ths} or greater.

1.4 On April 7, 2010, the Planning Commission discussed the proposed COMPREHENSIVE PLAN TEXT AMENDMENT and determined that it should be treated as a major amendment pursuant to §201.07. This determination necessitates a public hearing for the proposed amendment, which can only be recommended for approval by resolution of the Planning Commission through a supermajority vote of 5/7 or greater.

1.5 The required open house meeting about the proposed COMPREHENSIVE PLAN TEXT AMENDMENT was held in City Hall Council Chambers on Wednesday, April 21, 2010 from 6:00 p.m.-8:00 p.m. One member of the public came into the Council Chambers at 7:00 p.m. because he had seen the signs posted in the hallway, but he was uninterested in the topic of the open house meeting; and one member of the project team related to the original application for a ZONING TEXT AMENDMENT arrived at 8:00 p.m. to inquire about how the meeting went. Planning Division staff has received no communication about the proposed COMPREHENSIVE PLAN TEXT AMENDMENT from the public.

2.0 STAFF COMMENTS

2.1 Modern institutional uses like schools and places of worship generate considerably more traffic than their historical counterparts whose students and members came largely from the surrounding neighborhoods. Although the additional traffic created by the general expansion of institutions' "service areas" and broadened scope of services might not rise to the level of some of the other commercial uses anticipated in the Comprehensive Plan's various "business" land use categories, this traffic can create significant impacts in the residential neighborhoods where churches and schools are traditionally found.

2.2 The proposed amendment is included with this staff report as Attachment A; words that are to be added to the descriptions of the business land use designation are formatted in **bold** lettering, and deletions are formatted with ~~striketrough~~ lettering. The core of the amendment is the insertion of references to include institutional land uses in the affected land use categories, and any other editing is meant to recover proper syntax and grammar.

2.3 This sort of amendment recognizes that institutional uses are allowed in the designated areas, provided that they are of the pertinent "regional," "community," or "neighborhood" scale. Whether uses allowed by a Comprehensive Plan land use designation are *permitted* or *conditional* uses is a determination to be made during the ongoing zoning code update process, and is not germane to the approval or denial of the proposed amendment.

3.0 PUBLIC HEARING

The duly-noticed public hearing for the COMPREHENSIVE PLAN TEXT AMENDMENT was held by the Planning Commission on May 5, 2010. No public comment was offered before or during the public hearing. After discussing the proposed amendment, the Planning Commission unanimously (6-0) adopted a resolution recommending the approval of the amendment.

4.0 STAFF RECOMMENDATION

Based on the comments and findings in Sections 1-3 of this report, Planning Division staff concurs with the recommendation of the Planning Commission to approve the proposed COMPREHENSIVE PLAN TEXT AMENDMENT.

5.0 SUGGESTED ACTION

Adopt a resolution recommending approval of the proposed COMPREHENSIVE PLAN TEXT AMENDMENT to include institutional uses among the land uses allowed in Regional Business, Community Business, and Neighborhood Business land use categories of the Comprehensive Plan, based on the comments and findings of Sections 1-3 and the recommendation in Section 4 of this report.

Prepared by: Associate Planner Bryan Lloyd (651-792-7073)

Attachments: A: Proposed amendment to Comprehensive Plan land use designations B. Draft resolution

Community Mixed Use (CMU)

Community Mixed Use areas are intended to contain a mix of complementary uses that may include housing, office, civic, commercial, park, and open space uses. Community Mixed Use areas organize uses into a cohesive district, neighborhood, or corridor, connecting uses in common structures and with sidewalks and trails, and using density, structured parking, shared parking, and other approaches to create green space and public places within the areas. The mix of land uses may include Medium- and High-Density Residential, Office, Community Business, Institutional, and Parks and Open Space uses. Residential land uses should generally represent between 25% and 50% of the overall mixed use area. The mix of uses may be in a common site, development area, or building. Individual developments may consist of a mix of two or more complementary uses that are compatible and connected to surrounding land-use patterns. To ensure that the desired mix of uses and connections are achieved, a more detailed small-area plan, master plan, and/or area-specific design principles is required to guide individual developments within the overall mixed-use area.

Regional Business (RB)

Regional Business ~~uses are commercial~~ areas ~~with include~~ a collection of businesses ~~and Institutional uses~~ that provide goods and services to a regional market area. Uses found in Regional Business areas include regional-scale ~~institutions and~~ malls, shopping centers of various sizes, freestanding large-format stores, freestanding smaller businesses, multistory office buildings, and groupings of automobile dealerships. Regional Business areas are located in places with visibility and access from the regional highway system (Interstate 35W and State Highway 36).

Community Business (CB)

Community Business ~~uses are commercial~~ areas ~~are~~ oriented toward businesses ~~and Institutional uses~~ involved with the ~~sale-provision~~ of goods and services to a local market area. Community business areas include shopping centers and freestanding businesses ~~and institutions~~ that promote community orientation and scale. To provide access and manage traffic, community business areas are located on streets designated as A Minor Augmentor or A Minor Reliever in the Transportation Plan. Community Business areas should have a strong orientation to pedestrian and bicycle access to the area and movement within the area. Residential uses, generally with a density greater than 12 units per acre, may be located in Community Business areas only as part of mixed-use buildings with allowable business uses on the ground floor.

Neighborhood Business (NB)

Neighborhood Business ~~uses areas~~ are small-scale business ~~and Institutional~~ areas located on or at the intersection of minor arterial and collector streets. Business uses in these areas may include retail, service, and office. Residential uses may be located in a mixed-use building in these areas. Residential uses should generally have a density between four and 12 units per acre and are subject to the other limitations for this land use. Buildings shall be scaled appropriately to the surrounding neighborhood. There should be appropriate buffers and pedestrian connections between Neighborhood Business areas and adjacent residential neighborhoods. Neighborhood Business areas should be connected to surrounding neighborhoods by sidewalks or trails.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 10th day of May 2010 at 6:00 p.m.

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

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

RESOLUTION NO. _____
A RESOLUTION AMENDING THE TEXT OF ROSEVILLE'S 2030 COMPREHENSIVE
PLAN TO INCLUDE INSTITUTIONAL LAND USES IN AREAS GUIDED FOR
REGIONAL BUSINESS, COMMUNITY BUSINESS, AND NEIGHBORHOOD
BUSINESS USES

WHEREAS, on May 5, 2010 the Planning Commission held a public hearing on the proposed Comprehensive Plan text amendment and unanimously passed a resolution recommending the text amendment for adoption by the City Council as required by Section 201.07 of Roseville's City Code.; and

WHEREAS, the Roseville City Council has determined that approval of the proposed amendment is consistent with the intent of the 2030 Comprehensive Plan pertaining to certain business land use categories;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to adopt the proposed COMPREHENSIVE PLAN TEXT AMENDMENT to include Institutional land uses in areas guided for Regional Business, Community Business, and Neighborhood Business uses.

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

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – Comprehensive Plan amendment, Institutional uses in business land use areas

[illegible]

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 10th day of May 2010 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 10th day of May 2010.

William J. Malinen, City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 05/10/2010
Item No.: 13.a

Department Approval



City Manager Approval



Item Description: 2030 Comprehensive Plan Implementation—Review of Master Plans

BACKGROUND

The 2030 Comprehensive Plan identifies strategies to implement its goals and policies and one of these strategies is to “establish a plan to identify pre-2009 master plans” (Chapter 11, page 11-4). In the previous Comprehensive Plan, which had been most recently adopted on January 26, 2004, the City adopted many plans, studies, and supplemental information into the Comprehensive Plan as part of a volume of appendices. During the 2008 updating process, the Comprehensive Plan Update Steering Committee decided to eliminate all of the appended documents, including master plans. Of all of these documents, master plans were the only category of document that the committee had difficulty in reaching consensus.

The Comprehensive Plan established a policy that defined a master plan, identified how future (post-2009) master plans would be addressed in the Comprehensive Plan, determined that the City Council would review pre-2009 plans and determine if and how these plans would be addressed in the Comprehensive Plan, and confirmed that pre-2009 master plans are not addressed in the Comprehensive Plan without further City Council action. See Attachment A to review the policy.

Staff has identified seven pre-2009 plans that have been considered master plans in the past to determine, if under the Master Plan Policy, they meet the standards of a master plan and, if so, determine if they have been adequately addressed in the Comprehensive Plan. The master plans reviewed include:

- Tower Place Area Business Park Plan
- James Addition Neighborhood Master Plan
- Roseville City Center Master Plan and Development Strategy
- Twin Lakes Business Park Master Plan
- Cornerstone Neighborhood Mixed Use Project Report
- Arona-Hamline Neighborhood Master Plan
- McCarron’s Neighborhood Master Plan

In its review of these plans, staff examined whether each of the plans meet the definition of a master plan provided in the Comprehensive Plan. In order to be considered a master plan, a

document must contain a general land-use plan for the study area, the study needed to identify a specific geographic area, and finally, the study could not be project specific. Based on these criteria, only three of the seven identified plans could be considered master plans, including Tower Place Area Business Park Plan, Twin Lakes Business Park Master Plan, and Arona-Hamline Neighborhood Master Plan. The James Addition Neighborhood Master Plan, the Cornerstone Neighborhood Mixed Use Project, and McCarron's Neighborhood Master Plan did not contain a general land-use plan for the area studied and the Roseville City Center Master Plan and Development Strategy was a project-specific plan.

Next, staff identified if there had been any changes in land use in the areas guided by the plans. For those plans meeting the definition of a master plan, staff reviewed the plan against the 2030 Comprehensive Plan to determine if the plan had been addressed in either or both the Future Land Use Map or within the appropriate Planning District. Finally staff made a recommendation if the master plan was adequately addressed in the Comprehensive Plan and any additional relevant comments. Attachment B is a summary of staff's analysis.

POLICY OBJECTIVE

By determining if the pre-2009 master plans are adequately addressed in the 2030 Comprehensive Plan, the City is undertaking one of the implementation strategies identified in the plan.

BUDGET IMPLICATIONS

There are no budget implications to this request.

STAFF RECOMMENDATION

Staff recommends that the City Council determine that the 2030 Comprehensive Plan adequately addresses the pre-2009 master plans and that no further action needs to take place in relationship to these plans and the Comprehensive Plan. It should be noted that non-incorporation of the pre-2009 master plans into the Comprehensive Plan is not equivalent to the elimination of these plans—they are documents that were adopted or approved by the City Council and staff will continue to utilize them and guiding documents.

In the future it may be appropriate to update both the Tower Place Area Business Park Plan and the Twin Lakes Business Park Master Plan. If the Council directs staff to complete these updates, the Comprehensive Plan would need to be updated as guided by Master Plan Policy.

REQUESTED COUNCIL ACTION

Discuss if the 2030 Comprehensive Plan adequately addresses pre-2009 master plans.

Prepared by: Jamie Radel, Economic Development Associate

Attachments: A: Master Plan Policy from the 2030 Comprehensive Plan
B: Master Plan Review, Recommendations, and Comments

Master Plans

For the purpose of the policies described here, the term “master plan” refers to general land-use plans prepared and adopted by the City for specific geographic areas as the result of City-initiated study or analysis, and does not include project-specific redevelopment detail plans.

It is the policy of the City that all master plans, once adopted, shall also be addressed in the Comprehensive Plan. The master plans shall be addressed by one or more of the following means, as appropriate:

1. Including references to the master plan as a tool for use in implementing various aspects of the Comprehensive Plan;
2. Updating the content of the land-use plan and other elements of the Comprehensive Plan to correspond to the master plan; and/or
3. Adopting into the Comprehensive Plan as a specific element of the Land Use Chapter, and separate and distinct from the master plan document itself, those policies, design guidelines, and other elements of the master plan that are identified in the master plan for such inclusion to promote its implementation.

For master plans adopted before 2009, the City Council shall review each plan and determine whether each one should be addressed in the Comprehensive Plan, and if so, how it will be addressed in the Comprehensive Plan pursuant to this policy.

This policy does not limit the City Council’s ability to amend the Comprehensive Plan to address and/or incorporate other plans, policies or guidelines.

The City will require that the all future master plans include a description of how they will be addressed in the Comprehensive Plan.

Master plans adopted prior to 2009 are not addressed in the Comprehensive Plan without further action of the City Council.

Capital Improvements Plan

State Law requires that the implementation program for the Comprehensive Plan contain a capital improvement program for transportation, sewers, parks, water supply, and open space facilities. Each relevant chapter of the Comprehensive Plan contains a section on future capital improvements. The Comprehensive Plan serves as the foundation for ongoing capital-improvements planning by the City.

The City has created a capital-improvements plan (CIP) that matches the estimated project costs over a ten-year period with funding sources. The CIP allows the City to prioritize projects and to make best use of available revenues. By looking at future needs, the City is better able to find funding sources to fill gaps and to coordinate projects with other jurisdictions. The CIP is updated and approved annually. See Appendix A for Roseville’s 2009-2018 CIP.

The Comprehensive Plan guides capital improvements by all political subdivisions. According to State Law (M.S. Section 462.356, Subd. 2), no capital improvements shall be authorized by the City (and its subordinate units) or any other political subdivision having jurisdiction within Roseville until the Planning Commission has reviewed the CIP and reported in writing to the City Council as to its compliance of

with the Comprehensive Plan. The City Council may, by resolution adopted by two-thirds vote, dispense with this requirement when it finds that the proposed capital improvement has no relationship to the Comprehensive Plan.

Housing

The Comprehensive Plan must include a housing implementation program, including official controls which will provide sufficient existing and new housing to meet the local unit’s share of the metropolitan area need for low- and moderate-income housing. The City will continue to work with the Metropolitan Council to determine Roseville’s fair share of the region’s new affordable housing for the years 2011-2020. The City and its Housing and Redevelopment Authority (HRA) will continue to monitor Roseville’s housing supply, identify needs for public action, and design programs to meet these needs.

Other Implementation Tools

Other Policy Plans

The Comprehensive Plan refers to other policy plans that Roseville uses to guide municipal systems, actions and investments. These plans cover municipal systems for transportation, sanitary sewer, water supply, surface-water management, and parks. These plans serve as ongoing tools for implementing the plans, goals, and policies in the Comprehensive Plan. These plans may be updated and modified without updating the Comprehensive Plan.

Plan	Year Produced	Is it a Master Plan by Comp Plan Definition?			Redeveloped?	Does the Comprehensive Plan Address Areas not Redeveloped?		Recommendations	Comments
		General Land-Use Plan	Specific Geographic Area(s)	Not Project Specific		Future Land Use Map	Planning District		
Tower Place Area Business Park Plan	1996	Yes	Yes	Yes	Parcels along the County Roads have begun to redevelop on a parcel-by-parcel basis, including the HOM Store, LA Fitness, Stone & Tile, and Renewal by Anderson.	Yes	No	Future land use designation of Business Park adequately addresses this master plan. Due to the age of the plan, not recommended to add additional references in the Planning District 9.	The Tower Place Plan has some useful recommendations and should be updated to reflect current conditions. If updated, should consider integrating basic themes into the Planning District section of the Comprehensive Plan.
James Addition Neighborhood Master Plan	1997	No	Yes	Yes	N/A	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan, but a series of recommendations made by the James Addition Neighborhood Task Force.
Roseville City Center Master Plan and Development Strategy	2000?	No	Yes	No	The City selected a different development strategy for the City campus.	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan. This was a very specific development plan for the City Hall Campus.
Twin Lakes Business Park Master Plan	2001	Yes	Yes	Yes	Redevelopment of the area has begun with the construction of the public infrastructure and the Metro Transit Park and Ride.	Yes	Yes	The Twin Lakes Business Park Master Plan has been adequately addressed into the Comprehensive Plan through the future land use designation of Community Mixed Use for the majority of the area and High-Density Residential in those areas adjacent to existing residential areas. In addition, this Master Plan has been referenced in the Planning District 10	The City last updated this master plan in 2001 in conjunction with a proposal for a large-scale medical facility. The new proposed zoning code calls for the Twin Lakes area to have a regulating map, which will give the City the ability to relook at the redevelopment of Twin Lakes. If this is undertaken, upon its completion, the City should review the Comprehensive Plan to ensure that they remain consistent.
Cornerstone Neighborhood Mixed Use Project	2001	No	Yes	Yes	N/A	N/A	N/A	N/A	The Cornerstone Neighborhood Mixed Use Project report is a general set of design guidelines for small-scale commercial nodes at the intersection of county roads. These nodes have been preserved with the future land-use designation of Neighborhood Business. Further design-oriented requirements will be addressed in the Zoning Code update.
Arona-Hamline Neighborhood Master Plan	2004	Yes	Yes	Yes	Former City-owned Reider School site has been redeveloped. Improvements have been made to Centennial Gardens.	Yes	No	The Arona-Hamline Neighborhood Master Plan was adequately addressed through the future land use designations of High-Density Residential and Neighborhood Business. With recent development in the area, do not need to include in the Planning District 3.	With the redevelopment of the former school site and the reinvestment in the apartment complexes as well as the Presbyterian office building, this Master Plan only pertains to redevelopment at the Hamline Shopping Center site, which at one time had an approved plan for a senior-housing project.
McCarron’s Neighborhood Master Plan	2005	No	Yes	Yes/No	Construction was begun on the Guptil property, which was the primary focus of this plan.	N/A	N/A	N/A	This is not a master plan as defined by the Comprehensive Plan. Its primary focus was site specific—the Guptil property—that development has since begun. There are recommendations for the area near this site, but there is no general land-use plan to illustrate the recommendations.