



City Council Agenda

Monday, August 16, 2010

6:00 p.m.

City Council Chambers

(Times are Approximate)

- | | |
|-----------|--|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order for August: Ihlan, Pust, Roe, Johnson, Klausung |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports, Announcements and Housing and Redevelopment Authority Report |
| | 5. Recognitions, Donations, Communications |
| 6:15 p.m. | 6. Approve Minutes
a. Approve Minutes of August 9, 2010 Meeting |
| 6:20 p.m. | 7. Approve Consent Agenda
a. Approve Payments
b. Certify Unpaid Utility and Other Charges to the Property Tax Rolls
c. Adopt a Resolution Approving the Request by McAdam Majors for a 1,008 sq ft. accessory structure as a Conditional Use at 1863 Chatsworth St.
d. Accept Target Foundation Donation of McGruff Costume |
| 6:30 p.m. | 8. Consider Items Removed from Consent |
| | 9. General Ordinances for Adoption |
| | 10. Presentations |
| | 11. Public Hearings |
| | 12. Business Items (Action Items) |
| 6:40 p.m. | a. Consider Request for City Abatement for Unresolved Violations of City Code at 885 Co Rd C2 |
| 6:50 p.m. | b. Consider Resolution Receiving Assessment Roll and Setting Assessment Hearing Date for the Roselawn |

Avenue Reconstruction Project to be Assessed in 2010

- 7:00 p.m. c. Consider Resolution Approving Request Minnesota Irrigation Distribution Center for Outdoor Storage of Irrigation Equipment and Supplies at 1450 Co. Rd. C as an Interim Use (PF10-014)

13. Business Items – Presentations/Discussions

- 7:15 p.m. a. Discuss Repeat Nuisance Calls Ordinance
 7:30 p.m. b. Discuss Holiday Inn Express Violations of City Code Chapter 312: Local Lodging Taxes
 7:40 p.m. c. Continue Discussion on the 2011 Priority-Based Budgeting Process

8:40 p.m. **14. City Manager Future Agenda Review**

8:45 p.m. **15. Councilmember Initiated Items for Future Meetings**

16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	Aug 17	6:00 p.m.	Housing & Redevelopment Authority Cancelled
Wednesday	Aug 18	6:30 p.m.	Human Rights Commission
Monday	Aug 23	6:00 p.m.	City Council Meeting
Tuesday	Aug 24	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Aug 25	5:30 p.m.	Special - Planning Commission
Thursday	Aug 26	5:00 p.m.	Grass Lake Water Management Organization Ramsey County Public Works Facility 1425 Paul Kirkwold Drive, Arden Hills MN
Wednesday	Sep 1	6:30 p.m.	Planning Commission
Monday	Sep 6	-	Labor Day – City Offices Closed
Tuesday	Sep 7	6:30 p.m.	Parks & Recreation Commission
Monday	Sep 13	6:00 p.m.	City Council Meeting
Tuesday	Sep 14	6:30 p.m.	Human Rights Commission
Monday	Sep 20	6:00 p.m.	City Council Meeting
Tuesday	Sep 21	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Sep 22	5:30 p.m.	Special – Planning Commission

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

Date: 8/16/10

Item: 6.a

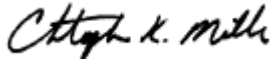
8/09/10 Minutes

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 8/16/2010
Item No.: 7 . a

Department Approval



City Manager Approval



Item Description: Approval of Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$508,320.96
59395-59456	\$631,490.63
Total	1,139,811.59

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: 08/11/2010 - 8:27 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/04/2010	General Fund	Motor Fuel	MN Dept of Revenue-ACH	June Fuel Tax	370.46
0	08/04/2010	Internal Service - Interest	Investment Income	RVA- ACH	June Interest	1,067.28
0	08/04/2010	Water Fund	Water - Roseville	City of Roseville- ACH	June Water	9,218.65
0	08/04/2010	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	340.37
0	08/04/2010	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	20.32
0	08/04/2010	Information Technology	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	2.17
0	08/04/2010	Telephone	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	-0.12
0	08/04/2010	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	1,569.79
0	08/04/2010	Recreation Fund	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	48.32
0	08/04/2010	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-ACH	June Sales/Use Tax	164.94
0	08/04/2010	License Center	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	388.70
0	08/04/2010	License Center	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	2.41
0	08/04/2010	Pathway Maintenance Fund	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	-0.32
0	08/04/2010	Recreation Improvements	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	-0.18
0	08/04/2010	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	5.34
0	08/04/2010	Water Fund	State Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	-2,512.24
0	08/04/2010	Water Fund	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	17.77
0	08/04/2010	Golf Course	State Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	3,463.06
0	08/04/2010	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	82.76
0	08/04/2010	Solid Waste Recycle	Sales Tax	MN Dept of Revenue-ACH	June Sales/Use Tax	3.00
0	08/04/2010	Solid Waste Recycle	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	6.15
0	08/04/2010	Housing & Redevelopment	Use Tax Payable	MN Dept of Revenue-ACH	June Sales/Use Tax	-0.24
0	08/04/2010	Recreation Fund	Credit Card Fees	US Bank-ACH	June Terminal Charges	76.49
0	08/04/2010	Sanitary Sewer	Credit Card Service Fees	US Bank-ACH	June Terminal Charges	773.01
0	08/04/2010	Golf Course	Credit Card Fees	US Bank-ACH	June Terminal Charges	539.87
0	08/04/2010	General Fund	210300 - State Income Tax W/H	MN Dept of Revenue-ACH	State Tax Deposit for 7/13 Payroll	20,242.15
0	08/04/2010	General Fund	211404 - MN State Retirement	MN State Retirement System-ACH	Payroll Deduction for 7/13 Payroll	7,522.12
0	08/04/2010	Sanitary Sewer	Credit Card Service Fees	Applied Merchant Services-ACH	June UB.com Charges	370.07
0	08/04/2010	General Fund	210400 - PERA Employee Ded.	PERA-ACH	Payroll Deposit for 7/13 Payroll	29,983.65
0	08/04/2010	General Fund	211600 - PERA Employers Share	PERA-ACH	Payroll Deposit for 7/13 Payroll	39,725.90
0	08/04/2010	General Fund	211000 - Deferered Comp.	Great West- ACH	Payroll Deduction for 7/13 Payroll	8,809.00
0	08/04/2010	General Fund	210200 - Federal Income Tax	IRS EFTPS- ACH	Federal Tax Deposit for 7/13 Payroll	46,179.51

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/04/2010	General Fund	210800 - FICA Employee Ded.	IRS EFTPS- ACH	Federal Tax Deposit for 7/13 Payroll	27,236.92
0	08/04/2010	General Fund	211700 - FICA Employers Share	IRS EFTPS- ACH	Federal Tax Deposit for 7/13 Payroll	27,236.92
0	08/04/2010	P & R Contract Maintenance	Vehicles/Equipment	Roseville License Center-ACH	Vehicle Licensing-PO 6623	241.24
0	08/04/2010	General Fund	Postage	Pitney Bowes - Monthly ACH	July Postage	3,000.00
0	08/04/2010	Police - DWI Enforcement	Operating Supplies	Roseville License Center-ACH	Vehicle Licensing	120.00
0	08/04/2010	Police Forfeiture Fund	Operating Supplies	Roseville License Center-ACH	Vehicle Licensing	20.00
0	08/04/2010	General Fund	Postage	Pitney Bowes - Monthly ACH	July Postage #2	3,000.00
0	08/04/2010	General Fund	210300 - State Income Tax W/H	MN Dept of Revenue-ACH	State Tax Deposit for 7/27 Payroll	21,147.67
0	08/04/2010	General Fund	211404 - MN State Retirement	MN State Retirement System-ACH	Payroll Deduction for 7/27 Payroll	4,258.44
0	08/04/2010	General Fund	210400 - PERA Employee Ded.	PERA-ACH	Payroll Deduction for 7/27 Payroll	29,890.12
0	08/04/2010	General Fund	211600 - PERA Employers Share	PERA-ACH	Payroll Deduction for 7/27 Payroll	39,609.38
0	08/04/2010	General Fund	211600 - PERA Employers Share	PERA-ACH	Payroll Deduction for 7/27 Payroll	9.52
0	08/04/2010	General Fund	211000 - Deferered Comp.	Great West- ACH	Payroll Deduction for 7/27 Payroll	8,809.00
0	08/04/2010	General Fund	210200 - Federal Income Tax	IRS EFTPS- ACH	Federal Tax Deposit for 7/27 Payroll	49,249.71
0	08/04/2010	General Fund	210800 - FICA Employee Ded.	IRS EFTPS- ACH	Federal Tax Deposit for 7/27 Payroll	26,927.19
0	08/04/2010	General Fund	211700 - FICA Employers Share	IRS EFTPS- ACH	Federal Tax Deposit for 7/27 Payroll	26,927.19
0	08/04/2010	Water Fund	Water - Roseville	City of Roseville- ACH	July Water	4,316.72
0	08/04/2010	Workers Compensation	Sewer Department Claims	SFM-ACH	July Work Comp Claims	125.00
0	08/04/2010	Workers Compensation	Parks & Recreation Claims	SFM-ACH	July Work Comp Claims	59.40
0	08/04/2010	Workers Compensation	Police Patrol Claims	SFM-ACH	July Work Comp Claims	4,033.61
0	08/04/2010	Workers Compensation	Street Department Claims	SFM-ACH	July Work Comp Claims	1,327.91
Check Total:						446,026.10
0	08/05/2010	Recreation Fund	Operating Supplies	Awards By Hammond	Ribbons, Medals	410.40
0	08/05/2010	Housing & Redevelopment A	Transportation	Jeanne Kelsey	Mileage Reimbursement	30.50
0	08/05/2010	General Fund	Transportation	William Malinen	Mileage Reimbursement	39.00
0	08/05/2010	Community Development	Transportation	Thomas Paschke	Mileage Reimbursement	59.50
0	08/05/2010	Community Development	Training	Thomas Paschke	Lunch @ Training Reimbursement	16.92
0	08/05/2010	Housing & Redevelopment A	Printing	George Hornik	Post Card Mailing/Energy Audit Reimb.	2,903.91
0	08/05/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	800.00
0	08/05/2010	General Fund	211402 - Flex Spending Health		Flexible Benefit Account	430.47
0	08/05/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	186.00
0	08/05/2010	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	08/05/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	15.28
0	08/05/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	9.30
0	08/05/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	121.94
0	08/05/2010	General Fund	Vehicle Supplies	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	163.73
0	08/05/2010	Water Fund	Professional Services	Elecsys International Corp.	UMS Software Support Fee-Sept 2010	93.65
0	08/05/2010	Water Fund	Use Tax Payable	Elecsys International Corp.	Sales/Use Tax	-6.02
0	08/05/2010	Pathway Maintenance Fund	Operating Supplies	Midwest Asphalt Corporation	Dump Charge	25.00
0	08/05/2010	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Condenser Coil Cleaning	493.75
0	08/05/2010	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Condenser Coil Cleaning	124.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Fluorescent Bulb	16.86
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Linder's Greenhouse, Inc.	Flowers	210.04
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Linder's Greenhouse, Inc.	Rose Food, Beatle Killer	41.85
0	08/05/2010	General Fund	Vehicle Supplies	Jefferson Fire & Safety, Inc.	Fireade 5 Gallon Pail	865.69
0	08/05/2010	General Fund	209001 - Use Tax Payable	Jefferson Fire & Safety, Inc.	Sales/Use Tax	-55.69
0	08/05/2010	General Fund	Contract Maintenance	Metro Garage Door Co, Inc.	Garage Door Repair	1,624.71
0	08/05/2010	General Fund	209001 - Use Tax Payable	Metro Garage Door Co, Inc.	Sales/Use Tax	-82.06
0	08/05/2010	License Center	Office Supplies	St. Paul Stamp Works, Inc.	Self Inking Die Plate	175.05
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	AmSan Brissman-Kennedy, Inc.	Antibacterial Soap	127.31
0	08/05/2010	Grass Lake Water Mgmt. Org	Professional Services	Barr Engineering Co., Inc.	Labor Charges	136.00
0	08/05/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	144.29
0	08/05/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	11.97
0	08/05/2010	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	63.23
0	08/05/2010	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc	T-Shirts	172.50
0	08/05/2010	Boulevard Landscaping	Operating Supplies	Roseville Plumbing & Heating	Plumbing Labor	348.00
0	08/05/2010	Golf Course	Operating Supplies	Roseville Plumbing & Heating	Annual RPZ Testing	3,133.93
0	08/05/2010	P & R Contract Maintenance	Professional Services	Roseville Plumbing & Heating	Annual RPZ Testing	2,747.00
0	08/05/2010	Recreation Fund	Contract Maintenance	Roseville Plumbing & Heating	Annual RPZ Testing	460.29
0	08/05/2010	General Fund	Contract Maint. - City Hall	Roseville Plumbing & Heating	Annual RPZ Testing	212.87
0	08/05/2010	General Fund	Utilities	Xcel Energy	Civil Defense	62.90
0	08/05/2010	General Fund	Utilities	Xcel Energy	Fire #1	461.86
0	08/05/2010	Golf Course	Utilities	Xcel Energy	Golf	562.77
0	08/05/2010	P & R Contract Maintenance	Utilities	Xcel Energy	P & R	4,436.38
0	08/05/2010	General Fund	Utilities	Xcel Energy	Fire #2	127.50
0	08/05/2010	Sanitary Sewer	Utilities	Xcel Energy	Sewer	837.29
0	08/05/2010	Recreation Fund	Utilities	Xcel Energy	Skating	11,831.53
0	08/05/2010	General Fund	Utilities	Xcel Energy	Street Light	1,315.07
0	08/05/2010	Storm Drainage	Utilities	Xcel Energy	Storm Water	76.18
0	08/05/2010	General Fund	Utilities	Xcel Energy	Traffic Signal	1,372.80
0	08/05/2010	General Fund	Utilities	Xcel Energy	Street Light	11,962.19
0	08/05/2010	General Fund	Contract Maintenance Vehicles	Midway Ford Co	2010 Blanket PO For Vehicle Repairs	543.61
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Fuses	107.73
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Splice Kits	85.18
0	08/05/2010	General Fund	Motor Fuel	Yocum Oil Company, Inc.	2010 Blanket PO for fuel	9,575.61
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Eagle Clan, Inc	Toilet Tissue	92.98
0	08/05/2010	P & R Contract Maintenance	Operating Supplies	Eagle Clan, Inc	Toilet Tissue, Roll Towels	166.73
0	08/05/2010	General Fund	Op Supplies - City Hall	Eagle Clan, Inc	Roll Towels, Toilet Tissue, Batteries	422.48
0	08/05/2010	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	2010 Blanket PO for Pipe and Castings	1,597.78
Check Total:						62,294.86
59395	08/05/2010	Water Fund	P-10-04 Mill & Overlays	Asphalt Surface Tech, Corp	Watermain	81.58
59395	08/05/2010	Street Construction	P-10-04 Mill and Overlays	Asphalt Surface Tech, Corp	City Mill & Overlays	554,830.24
59395	08/05/2010	Sanitary Sewer	P-10-04 Mill & Overlays	Asphalt Surface Tech, Corp	City Mill & Overlays	0.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						554,911.83
59396	08/05/2010	General Fund	Employee Recognition	B-Dale Club	Firefighter Recognition Dinner	600.00
Check Total:						600.00
59397	08/05/2010	Equipment Replacement	FunRental - Copier Machines	Banc of America Leasing	Copier Lease Payment	2,885.16
Check Total:						2,885.16
59398	08/05/2010	General Fund	Vehicle Supplies	Batteries Plus, Inc.	2010 Blanket PO For Vehicle Repairs	683.96
Check Total:						683.96
59399	08/05/2010	Recreation Fund	Operating Supplies	Big Print Inc	Puppet Wagon Magnetic Signs	85.50
Check Total:						85.50
59400	08/05/2010	General Fund	Vehicle Supplies	Boyer Trucks, Corp.	2010 Blanket PO For Vehicle Repairs	23.17
Check Total:						23.17
59401	08/05/2010	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	126.05
Check Total:						126.05
59402	08/05/2010	Information Technology	Operating Supplies	CDW Government, Inc.	Cisco Direct Parts	116.77
59402	08/05/2010	Info Tech/Contract Cities	Vadnais Heights Capital Exp	CDW Government, Inc.	Cisco Direct Parts	184.36
59402	08/05/2010	Information Technology	Operating Supplies	CDW Government, Inc.	Cisco Direct Parts	92.18
Check Total:						393.31
59403	08/05/2010	Pathway Maintenance Fund	Operating Supplies	Cemstone Products Co, Inc.	Falkstone	527.96
Check Total:						527.96
59404	08/05/2010	Golf Course	Vehicle Supplies	Central Power Distributors Inc	Fuel Pump	34.97
59404	08/05/2010	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Fuel Pump	35.52
59404	08/05/2010	P & R Contract Maintenance	Use Tax Payable	Central Power Distributors Inc	Sales/Use Tax	-0.20
59404	08/05/2010	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Heavy Duty Twist Feed Head	96.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59404	08/05/2010	P & R Contract Maintenance	Use Tax Payable	Central Power Distributors Inc	Sales/Use Tax	-0.28
Check Total:						166.56
59405	08/05/2010	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	39.36
59405	08/05/2010	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						42.02
59406	08/05/2010	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	PACAL Sewer Treatment 3rd Quarter	514.99
Check Total:						514.99
59407	08/05/2010	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	Calibration of Gas Monitor	64.25
Check Total:						64.25
59408	08/05/2010	Information Technology	Telephone	Comcast Cable	High Speed Internet, Cable TV	87.47
59408	08/05/2010	General Fund	Contract Maintenance	Comcast Cable	Cable TV	4.69
59408	08/05/2010	General Fund	Contract Maintenance	Comcast Cable	Cable TV	6.97
Check Total:						99.13
59409	08/05/2010	P & R Contract Maintenance	Operating Supplies	Commercial Pool & Spa, Inc.	Pool Clarifier, Diverter Gasket	142.88
Check Total:						142.88
59410	08/05/2010	P & R Contract Maintenance	Operating Supplies	Consolidated Container Co, LLC	NCNR FNDRY	276.27
Check Total:						276.27
59411	08/05/2010	Recreation Fund	Professional Services	Ted Critchley	Basketball Camp Instructor	600.00
Check Total:						600.00
59412	08/05/2010	Recreation Fund	Professional Services	Jeff Crosby	Little Hoopers Basketball Camp	1,172.00
Check Total:						1,172.00
59413	08/05/2010	Risk Management	Professional Services	Damarco Solutions, LLC	Hazard Communication Right to Know Fee	750.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						750.00
59414	08/05/2010	General Fund	Operating Supplies	Deery American Corporation	3723 Crackseal Material	2,308.50
59414	08/05/2010	General Fund	209001 - Use Tax Payable	Deery American Corporation	Sales/Use Tax	-148.50
59414	08/05/2010	General Fund	Operating Supplies	Deery American Corporation	3723 Crackseal Material	1,152.71
59414	08/05/2010	General Fund	209001 - Use Tax Payable	Deery American Corporation	Sales/Use Tax	-74.15
59414	08/05/2010	General Fund	Operating Supplies	Deery American Corporation	3723 Crackseal Material	1,157.84
59414	08/05/2010	General Fund	209001 - Use Tax Payable	Deery American Corporation	Sales/Use Tax	-74.48
Check Total:						4,321.92
59415	08/05/2010	TIF District #17-Twin Lakes	Payment to Owners	Dorso Building Company, LLC	Fence Installation Reimbursement	11,995.00
Check Total:						11,995.00
59416	08/05/2010	License Center	Postage	Fed Ex	Shipping Charges	147.40
Check Total:						147.40
59417	08/05/2010	P & R Contract Maintenance	Operating Supplies	Flanagan Sales, Inc.	Head Shackle, Wrench	163.31
Check Total:						163.31
59418	08/05/2010	P & R Contract Maintenance	Operating Supplies	Garceaus Hardware	Fuel Tank	18.76
Check Total:						18.76
59419	08/05/2010	Pathway Maintenance Fund	Operating Supplies	Goodmanson Construction, Inc.	Misc Concrete Work 2010 Material Bid app	7,573.90
Check Total:						7,573.90
59420	08/05/2010	Recreation Fund	Operating Supplies	Ideal Advertising, Inc.	Cotton Tee Shirts	536.00
59420	08/05/2010	Recreation Fund	Operating Supplies	Ideal Advertising, Inc.	Cotton Tee Shirts	147.00
Check Total:						683.00
59421	08/05/2010	Sanitary Sewer	Professional Services	Impact Proven Solutions	Additional Postage-UB	585.22
59421	08/05/2010	Water Fund	Professional Services	Impact Proven Solutions	Additional Postage-UB	585.22
59421	08/05/2010	Storm Drainage	Professional Services	Impact Proven Solutions	Additional Postage-UB	585.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						1,755.66
59422	08/05/2010	Recreation Fund	Operating Supplies	J & J Sport Sales, Inc	Lacrosse Jerseys	1,872.00
59422	08/05/2010	Recreation Fund	Operating Supplies	J & J Sport Sales, Inc	Lax Balls	97.47
59422	08/05/2010	Recreation Fund	Operating Supplies	J & J Sport Sales, Inc	Jerseys, Goal Sticks, Protectors	895.71
59422	08/05/2010	Recreation Fund	Operating Supplies	J & J Sport Sales, Inc	Lacrosse Jersey's	1,160.00
Check Total:						4,025.18
59423	08/05/2010	Housing & Redevelopment A	Attorney Fees	Kennedy & Graven, Chartered	Attorney Services	2,179.94
59423	08/05/2010	G.O. Housing Revenue (2009)	Professional Services	Kennedy & Graven, Chartered	Attorney Services	294.00
Check Total:						2,473.94
59424	08/05/2010	Recreation Fund	Fee Program Revenue	Melissa Lamm	Tour de Roses Bike Ride Refund	16.00
Check Total:						16.00
59425	08/05/2010	General Fund	Vehicle Supplies	Larson Companies	2010 Blanket PO For Vehicle Repairs	63.01
Check Total:						63.01
59426	08/05/2010	Risk Management	Training	League of MN Cities	Safety & Loss Control Workshop	20.00
Check Total:						20.00
59427	08/05/2010	Risk Management	Street Department Claims	League of MN Cities Ins Trust	LMCIT Claim: 11073313	1,174.39
Check Total:						1,174.39
59428	08/05/2010	Community Development	Advertising	Lillie Suburban Newspaper Inc	Announcements, Notices	13.95
59428	08/05/2010	General Fund	Advertising	Lillie Suburban Newspaper Inc	Announcements, Notices	103.85
Check Total:						117.80
59429	08/05/2010	Street Construction	P-10-04 Mill and Overlays	Betty Link	Lawn Sprinkler Repair Reimbursement	78.34
Check Total:						78.34
59430	08/05/2010	Recreation Fund	Professional Services	David Martin	Tennis Instructor	459.38

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						459.38
59431	08/05/2010	P & R Contract Maintenance	Operating Supplies	Marv Huiras Greenhouse	Flowers	59.85
Check Total:						59.85
59432	08/05/2010	P & R Contract Maintenance	Operating Supplies	Menards	Water, Clorox, Latex String	53.07
59432	08/05/2010	P & R Contract Maintenance	Operating Supplies	Menards	Paint Tray Liners	45.01
59432	08/05/2010	P & R Contract Maintenance	Operating Supplies	Menards	Wasp & Hornet Spray, Water	36.03
Check Total:						134.11
59433	08/05/2010	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Anti Drain Valve	35.14
59433	08/05/2010	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Crimper, Couplings	134.17
59433	08/05/2010	General Fund	Op Supplies - City Hall	MIDC Enterprises	Rotators-	261.20
Check Total:						430.51
59434	08/05/2010	Recreation Fund	Operating Supplies	Mikes Pro Shop	Trophies	8.00
59434	08/05/2010	Recreation Fund	Operating Supplies	Mikes Pro Shop	Trophies	13.38
Check Total:						21.38
59435	08/05/2010	MN Islamic Cemetery	Professional Service	Minnesota Cemeteries Corp.	Cemetery Maintenance	4,500.00
Check Total:						4,500.00
59436	08/05/2010	Community Development	Building Surcharge	MN Dept of Labor and Industry	Building Permit Surcharges	2,113.17
59436	08/05/2010	Community Development	Miscellaneous Revenue	MN Dept of Labor and Industry	Retention	-42.26
Check Total:						2,070.91
59437	08/05/2010	General Fund	Training	Mn Fire Service Certification	State Certification Fire Officer 1	25.00
Check Total:						25.00
59438	08/05/2010	Police - DWI Enforcement	Professional Services	Mn Sheriffs Association	Matching Funds-In Squad Camera	1,200.00
Check Total:						1,200.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
59439	08/05/2010	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northl	Door Repair	741.56
59439	08/05/2010	General Fund	209001 - Use Tax Payable	Overhead Door Co of the Northl	Sales/Use Tax	-39.41
Check Total:						702.15
59440	08/05/2010	Grass Lake Water Mgmt. Org	Capital Outlay	Beth Perra	GLWMO Cost Share	1,000.00
Check Total:						1,000.00
59441	08/05/2010	General Fund	Contract Maint. - City Hall	Pro-Tec Design, Inc.	System Support Specialist	227.32
Check Total:						227.32
59442	08/05/2010	Telephone	St. Anthony Telephone	Qwest	Telephone	134.83
59442	08/05/2010	Telephone	Telephone	Qwest	Telephone	342.83
59442	08/05/2010	Telephone	NSCC Telephone	Qwest	Telephone	227.30
Check Total:						704.96
59443	08/05/2010	Grass Lake Water Mgmt. Org	Professional Services	Ramsey Conservation District	Native Vegetation Grant Funding	6,500.00
59443	08/05/2010	Grass Lake Water Mgmt. Org	Professional Services	Ramsey Conservation District	Grass Lake Management Org.	3,497.00
Check Total:						9,997.00
59444	08/05/2010	Grass Lake Water Mgmt. Org	Capital Outlay	Ramsey County	GLMO Contract	1,824.32
59444	08/05/2010	Grass Lake Water Mgmt. Org	Capital Outlay	Ramsey County	Lake Owasso Field Work	2,128.56
59444	08/05/2010	General Fund	Contract Maintenance	Ramsey County	Screener/Stacker	319.72
Check Total:						4,272.60
59445	08/05/2010	Pathway Maintenance Fund	Operating Supplies	Ramy Turf Products	Futerra Netless NAT	732.74
Check Total:						732.74
59446	08/05/2010	Community Development	Building Permits	Renovation Systems, Inc.	Building Permit Refund	285.78
59446	08/05/2010	General Fund	Fire Surcharge	Renovation Systems, Inc.	Fire Surcharge Reimbursement	22.87
Check Total:						308.65
59447	08/05/2010	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies	20.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						20.00
59448	08/05/2010	Recreation Fund	Professional Services	Chris Simdorn	High School Football Camp Payment	2,695.00
Check Total:						2,695.00
59449	08/05/2010	Recreation Fund	Professional Services	Sports Unlimited, Corp.	Ultimae Frisbee	670.00
Check Total:						670.00
59450	08/05/2010	Housing & Redevelopment A	Professional Services	Sheila Stowell	HRA Meeting Minutes	86.25
59450	08/05/2010	Housing & Redevelopment A	Professional Services	Sheila Stowell	Mileage Reimbursement	4.35
Check Total:						90.60
59451	08/05/2010	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	881.38
Check Total:						881.38
59452	08/05/2010	Recreation Fund	Professional Services	David Trudeau	Lacrosse Officiating	150.00
Check Total:						150.00
59453	08/05/2010	P & R Contract Maintenance	Operating Supplies	Twin City Saw Co	Primer Bulb	15.98
Check Total:						15.98
59454	08/05/2010	General Fund	Clothing	Uniforms Unlimited, Inc.	Badges	365.51
Check Total:						365.51
59455	08/05/2010	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	432.00
59455	08/05/2010	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	130.10
Check Total:						562.10
59456	08/05/2010	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Flush Valve Repair	335.10
59456	08/05/2010	General Fund	Contract Maint. - City Hall	Village Plumbing, Inc.	Police Dept. Locker Room Repair	165.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
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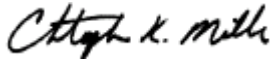
Check Total:	500.85
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Report Total:	1,139,811.59
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REQUEST FOR COUNCIL ACTION

Date: 8/16/10
Item No.: 7 . b

Department Approval



City Manager Approval



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

BACKGROUND

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

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

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to December, 2010 will be accepted and not levied on the 2011 property taxes.

POLICY OBJECTIVE

Certifying delinquent charges are required under City Code.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution approving the certification of unpaid utility and other charges to Ramsey County
B: List of Delinquent Accounts

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 16th day of August, 2010 at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION DIRECTING THE COUNTY AUDITOR TO
LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2011 or
BEYOND**

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

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

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

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

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted.

67 State of Minnesota)
68) SS
69 County of Ramsey)
70

71 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
72 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
73 of a regular meeting of said City Council held on the 16th day of August, 2010 with the original thereof on
74 file in my office.
75

76 WITNESS MY HAND officially as such Manager this 16th day of August, 2010.
77
78

79 _____
80 William J. Malinen
81 City Manager
82

83 Seal
84

August 16, 2010

Delinquent Accounts for
3rd Qtr
2011 Property Tax

City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
01.29.23.11.0007	3119 RICE ST	\$124.65
01.29.23.11.0020	177 OWASSO BLVD	\$285.95
01.29.23.11.0028	3062 WOODBRIDGE ST	\$108.18
01.29.23.12.0024	301 S OWASSO BLVD	\$71.47
01.29.23.12.0026	303 OWASSO BLVD	\$117.89
01.29.23.12.0031	3077 FARRINGTON CT	\$102.28
01.29.23.12.0071	365 OWASSO BLVD	\$167.62
01.29.23.13.0007	2934 GALTIER ST	\$113.70
01.29.23.13.0022	2896 MATILDA ST	\$89.68
01.29.23.13.0047	349 CO RD C2	\$149.76
01.29.23.13.0074	2958 FARRINGTON ST	\$114.26
01.29.23.14.0006	2941 RICE ST	\$109.40
01.29.23.14.0080	200 MAPLE LN	\$109.21
01.29.23.14.0081	208 MAPLE LN	\$132.10
01.29.23.14.0082	216 MAPLE LN	\$143.64
01.29.23.14.0083	224 MAPLE LN	\$10.82
01.29.23.14.0085	240 MAPLE LN	\$138.28
01.29.23.14.0096	239 CO RD C2	\$111.75
01.29.23.22.0021	3043 LITTLE BAY RD	\$65.04
01.29.23.22.0029	3010 SANDY HOOK DR	\$135.43
01.29.23.23.0011	548 HEINEL DR	\$66.69
01.29.23.23.0016	2880 KENT ST	\$113.80
01.29.23.23.0034	609 OWASSO BLVD	\$120.60
01.29.23.23.0048	562 OWASSO BLVD	\$130.12
01.29.23.23.0057	523 OWASSO HILLS DR	\$86.61
01.29.23.24.0077	498 OWASSO HILLS DR	\$124.23
01.29.23.31.0027	460 CENTENNIAL DR	\$119.92
01.29.23.31.0032	443 TERRACE DR	\$57.52
01.29.23.31.0053	494 TERRACE DR	\$108.18
01.29.23.31.0078	468 JUDITH AVE	\$47.76
01.29.23.31.0107	2766 COHANSEY CIRCLE	\$95.99
01.29.23.32.0025	531 OWASSO HILLS DR	\$110.10
01.29.23.32.0029	538 OWASSO HILLS DR	\$131.00
01.29.23.32.0033	2820 HILLSCOURTE SOUTH	\$121.96
01.29.23.33.0003	528 IONA LN	\$179.21
01.29.23.33.0025	2757 KENT ST	\$149.75
01.29.23.33.0027	2754 DALE ST	\$109.99
01.29.23.33.0420	2731 MACKUBIN ST #39	\$80.34
01.29.23.33.0456	2662 MACKUBIN ST	\$99.42
01.29.23.33.0462	2650 MACKUBIN ST	\$100.30
01.29.23.34.0022	2744 MACKUBIN ST	\$98.81
01.29.23.34.0035	395 WOODHILL DR	\$157.87
01.29.23.34.0036	387 WOODHILL DR	\$104.00
01.29.23.34.0113	2657 WESTERN AVE	\$181.08
01.29.23.34.0150	433 CO RD C	\$163.41
01.29.23.34.0156	445 CO RD C	\$135.42
01.29.23.34.0174	2730 MACKUBIN ST	\$169.64
01.29.23.41.0004	2871 WOODBRIDGE ST	\$219.45
01.29.23.41.0006	2857 WOODBRIDGE ST	\$160.30
01.29.23.41.0017	2771 WOODBRIDGE ST	\$140.56

August 16, 2010

Delinquent Accounts for
3rd Qtr
2011 Property Tax

City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
01.29.23.41.0033	2865 MARION ST	\$110.13
01.29.23.41.0042	2795 MARION ST	\$124.85
01.29.23.42.0071	2825 FARRINGTON ST	\$113.51
01.29.23.42.0075	2795 FARRINGTON ST	\$111.20
01.29.23.42.0104	2779 VIRGINIA AVE	\$130.55
01.29.23.42.0108	2788 WESTERN AVE	\$74.62
01.29.23.43.0008	2699 GALTIER ST	\$89.77
01.29.23.43.0010	2687 GALTIER ST	\$159.12
01.29.23.43.0021	2674 MATILDA ST	\$91.12
01.29.23.43.0043	2679 MATILDA ST	\$114.44
01.29.23.43.0063	2757 FARRINGTON ST	\$115.17
01.29.23.43.0066	2737 FARRINGTON ST	\$99.23
01.29.23.43.0070	2705 FARRINGTON ST	\$95.98
01.29.23.43.0073	2681 FARRINGTON ST	\$142.16
01.29.23.43.0109	2660 WESTERN AVE	\$102.25
01.29.23.44.0009	2713 WOODBRIDGE ST	\$92.10
01.29.23.44.0044	2663 MARION ST	\$79.63
01.29.23.44.0055	2698 GALTIER ST	\$87.88
02.29.23.11.0006	3160 W OWASSO BLVD	\$127.97
02.29.23.11.0021	3048 W OWASSO BLVD	\$127.30
02.29.23.12.0058	3060 VICTORIA ST	\$37.79
02.29.23.13.0030	822 MILLWOOD AVE	\$170.99
02.29.23.13.0036	811 MILLWOOD AVE	\$161.07
02.29.23.13.0037	813 MILLWOOD AVE	\$117.48
02.29.23.13.0047	2992 VICTORIA ST	\$120.08
02.29.23.13.0083	2944 W OWASSO BLVD	\$118.36
02.29.23.21.0068	3033 VICTORIA ST	\$101.38
02.29.23.22.0008	1010 W CO RD D	\$52.53
02.29.23.22.0012	1038 W CO RD D	\$4.43
02.29.23.22.0104	3001 CHATSWORTH ST	\$118.25
02.29.23.24.0045	922 MILLWOOD AVE	\$130.19
02.29.23.24.0056	885 CO RD C2	\$82.12
02.29.23.24.0060	923 CO RD C2	\$139.36
02.29.23.24.0061	937 CO RD C2	\$99.32
02.29.23.31.0016	945 ORCHARD LN	\$58.16
02.29.23.31.0027	2824 LAKEVIEW AVE	\$121.05
02.29.23.32.0002	2851 LAKEVIEW AVE	\$106.77
02.29.23.32.0039	2779 AGLEN ST	\$136.65
02.29.23.32.0080	2846 CHURCHILL ST	\$86.20
02.29.23.32.0091	2821 CHURCHILL ST	\$65.02
02.29.23.33.0002	2747 LAKEVIEW AVE	\$128.41
02.29.23.33.0009	2736 AGLEN ST	\$50.85
02.29.23.33.0027	1051 WOODHILL DR	\$8.36
02.29.23.33.0030	2730 CHURCHILL ST	\$88.51
02.29.23.33.0031	2740 CHURCHILL ST	\$164.72
02.29.23.33.0032	2744 CHURCHILL ST	\$99.03
02.29.23.33.0034	2750 CHURCHILL ST	\$131.04
02.29.23.34.0014	2734 LAKEVIEW AVE	\$4.27
02.29.23.34.0019	970 WOODHILL DR	\$108.94
02.29.23.41.0029	700 HEINEL DR	\$122.94

August 16, 2010

Delinquent Accounts for
3rd Qtr
2011 Property Tax

City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
02.29.23.43.0033	795 TERRACE DR	\$88.92
02.29.23.44.0002	699 TERRACE DR	\$110.37
02.29.23.44.0008	635 IONA LN	\$80.43
02.29.23.44.0052	738 WHEATON AVE	\$84.42
02.29.23.44.0057	701 CO RD C	\$92.46
02.29.23.44.0060	675 CO RD C	\$99.15
02.29.23.44.0070	2705 DALE ST	\$124.16
02.29.23.44.0075	2743 DALE ST	\$79.60
02.29.23.44.0076	2751 DALE ST	\$116.32
02.29.23.44.0078	636 IONA LN	\$92.66
02.29.23.44.0081	648 IONA LN	\$228.01
03.29.23.12.0014	1287 JOSEPHINE RD	\$96.35
03.29.23.13.0021	2925 MERRILL ST	\$96.78
03.29.23.13.0069	2900 HAMLINE AVE	\$81.13
03.29.23.21.0047	3061 HAMLINE AVE	\$174.90
03.29.23.21.0056	1401 BRENNER AVE	\$154.03
03.29.23.21.0075	1435 BRENNER AVE	\$8.29
03.29.23.21.0093	3021 PASCAL ST	\$152.65
03.29.23.22.0003	1493 WOODLYNN AVE	\$104.73
03.29.23.22.0038	3014 ARONA ST	\$176.62
03.29.23.22.0088	3069 ASBURY ST	\$104.73
03.29.23.23.0028	2951 SIMPSON ST	\$108.08
03.29.23.23.0045	2936 ARONA ST	\$125.77
03.29.23.23.0072	2944 ASBURY ST	\$156.01
03.29.23.24.0015	1413 MILLWOOD AVE	\$13.57
03.29.23.24.0049	2910 ALBERT ST	\$81.11
03.29.23.24.0069	2924 PASCAL ST	\$118.21
03.29.23.24.0071	2942 PASCAL ST	\$101.34
03.29.23.31.0022	1423 JUDITH AVE	\$129.19
03.29.23.32.0045	1491 APPLEWOOD COURT	\$147.31
03.29.23.33.0011	2750 SNELLING AVE	\$323.21
03.29.23.34.0002	1354 JUDITH AVE	\$74.72
03.29.23.34.0025	2750 SHELDON ST	\$106.02
03.29.23.34.0027	1390 JUDITH AVE	\$115.14
03.29.23.34.0032	1424 JUDITH AVE	\$101.45
03.29.23.34.0047	1434 RAMBLER RD	\$128.58
03.29.23.34.0048	1440 RAMBLER RD	\$104.92
03.29.23.34.0059	1392 RAMBLER RD	\$83.54
03.29.23.34.0078	1417 TALISMAN CV	\$27.89
03.29.23.34.0079	1409 TALISMAN CV	\$3.01
03.29.23.34.0080	1403 TALISMAN CV	\$3.01
03.29.23.41.0008	2828 GRIGGS ST	\$92.41
03.29.23.41.0011	2806 GRIGGS ST	\$195.69
03.29.23.41.0028	2798 FERNWOOD ST	\$109.38
03.29.23.41.0035	2827 GRIGGS ST	\$99.68
03.29.23.41.0046	2761 GRIGGS ST	\$130.78
03.29.23.42.0004	2851 FERNWOOD ST	\$196.77
03.29.23.42.0006	2835 FERNWOOD ST	\$171.58
03.29.23.42.0022	2774 MERRILL ST	\$138.22
03.29.23.42.0029	2875 MERRILL ST	\$26.33

August 16, 2010

Delinquent Accounts for
3rd Qtr
2011 Property Tax

City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
03.29.23.42.0031	2857 MERRILL ST	\$82.12
03.29.23.42.0034	2835 MERRILL ST	\$96.36
03.29.23.42.0038	2858 DELLWOOD ST	\$10.16
03.29.23.42.0054	2806 DELLWOOD ST	\$94.95
03.29.23.43.0036	2717 HURON ST	\$115.51
03.29.23.44.0016	2724 FERNWOOD ST	\$167.40
03.29.23.44.0020	2729 GRIGGS ST	\$103.67
04.29.23.12.0021	3040 FAIRVIEW AVE	\$133.97
04.29.23.12.0023	3024 FAIRVIEW AVE	\$71.07
04.29.23.12.0031	3100 SHOREWOOD LN	\$12.62
04.29.23.13.0022	1805 STANBRIDGE AVE	\$266.08
04.29.23.13.0023	1799 STANBRIDGE AVE	\$173.60
04.29.23.13.0028	1770 STANBRIDGE AVE	\$114.98
04.29.23.14.0025	1645 STANBRIDGE ST	\$127.19
04.29.23.14.0030	1651 MILLWOOD AVE	\$216.06
04.29.23.14.0044	1695 MILLWOOD AVE	\$98.11
04.29.23.14.0060	1650 MILLWOOD AVE	\$118.51
04.29.23.21.0011	3090 ARTHUR ST	\$77.93
04.29.23.21.0015	3111 MILDRED DR	\$71.07
04.29.23.21.0055	3021 FAIRVIEW AVE	\$194.59
04.29.23.22.0029	3055 WILDER ST	\$229.35
04.29.23.22.0054	3075 MT RIDGE RD	\$11.25
04.29.23.22.0057	1990 BRENNER AVE	\$95.50
04.29.23.22.0100	3099 EVELYN ST	\$141.97
04.29.23.23.0020	2990 CLEVELAND AVE	\$116.99
04.29.23.24.0023	1889 W CO RD C2	\$71.06
04.29.23.24.0034	2954 MILDRED DR	\$56.95
04.29.23.24.0042	2911 FAIRVIEW AVE	\$150.24
04.29.23.24.0044	2903 FAIRVIEW AVE	\$148.79
04.29.23.42.0018	2850 WHEELER ST	\$101.60
04.29.23.42.0026	1798 CENTENNIAL DR	\$88.03
05.29.23.12.0008	3115 LONG LK RD	\$908.46
05.29.23.13.0005	2931 PARTRIDGE RD	\$166.51
05.29.23.21.0071	3020 OLD HWY 8	\$794.41
05.29.23.21.0073	3006 OLD HWY 8	\$150.24
05.29.23.21.0102	2403 BRENNER CT	\$124.55
05.29.23.22.0041	2412 BRENNER CT	\$4.34
05.29.23.22.0060	2482 BRENNER AVE	\$75.53
05.29.23.22.0075	3051 LYDIA CT	\$132.26
05.29.23.22.0133	2430 W CO RD D #4	\$114.91
05.29.23.23.0019	2956 MANSON ST	\$4.40
05.29.23.23.0022	2524 MILLWOOD ST	\$101.38
05.29.23.23.0045	2960 OLD HWY 8	\$87.75
05.29.23.23.0056	2936 OLD HWY 8	\$145.46
05.29.23.23.0072	2896 OLD HWY 8	\$86.03
05.29.23.32.0124	3205 OLD HWY 8	\$94.66
05.29.23.43.0011	2715 LONG LK RD	\$361.90
08.29.23.11.0012	2582 LONG LK RD	\$214.43
08.29.23.34.0019	2266 ST CROIX ST	\$91.47
08.29.23.34.0043	2224 EUSTIS ST	\$71.14

August 16, 2010

Delinquent Accounts for
3rd Qtr
2011 Property Tax

City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
08.29.23.43.0028	2245 LAURIE RD	\$8.93
08.29.23.43.0044	2223 W CO RD B	\$190.33
08.29.23.43.0045	2233 W CO RD B	\$53.15
08.29.23.43.0097	2193 MIDLAND VIEW COURT N	\$88.29
08.29.23.44.0028	2255 CLEVELAND AVE	\$141.37
09.29.23.11.0023	2578 ALDINE ST	\$15.52
09.29.23.11.0024	2570 ALDINE ST	\$168.37
09.29.23.11.0027	2550 ALDINE ST	\$146.12
09.29.23.11.0038	2605 CHARLOTTE ST	\$313.72
09.29.23.12.0019	2578 FAIRVIEW AVE	\$13.99
09.29.23.12.0025	2622 FAIRVIEW AVE	\$88.03
09.29.23.12.0032	2544 FAIRVIEW AVE	\$77.88
09.29.23.12.0050	2585 WHEELER AVE	\$13.34
09.29.23.12.0078	2598 HERSCHEL AVE	\$118.51
09.29.23.12.0116	1700 OAKCREST AVE	\$77.88
09.29.23.12.0118	2636 FAIRVIEW AVE	\$194.03
09.29.23.23.0024	2000 W CO RD B2	\$511.82
09.29.23.44.0246	2167 SNELLING AVE	\$270.52
10.29.23.11.0012	1149 OAKCREST AVE	\$117.44
10.29.23.11.0027	1106 OAKCREST AVE	\$86.11
10.29.23.11.0046	1221 ROSE PL	\$25.70
10.29.23.11.0063	1134 ROSE PL	\$83.73
10.29.23.12.0004	1315 ROSE PL	\$4.08
10.29.23.12.0024	2572 DELLWOOD AVE	\$71.91
10.29.23.12.0028	1240 OAKCREST AVE	\$98.38
10.29.23.12.0033	1268 OAKCREST AVE	\$115.48
10.29.23.12.0073	1276 OAKCREST AVE	\$104.71
10.29.23.13.0038	2400 HAMLINE AVE	\$15.05
10.29.23.13.0044	2426 HAMLINE AVE	\$123.32
10.29.23.14.0011	1185 BROOKS AVE	\$158.79
10.29.23.14.0051	1150 SEXTANT AVE	\$124.74
10.29.23.21.0062	2589 HAMLINE AVE STE A	\$95.50
10.29.23.21.0086	2585 HAMLINE AVE-STE D	\$93.86
10.29.23.22.0017	2545 PASCAL ST	\$126.26
10.29.23.22.0023	2599 SNELLING CV	\$30.92
10.29.23.22.0026	2599 SNELLING CV	\$175.66
10.29.23.23.0029	2497 PASCAL ST	\$116.82
10.29.23.23.0042	2433 SIMPSON ST	\$105.06
10.29.23.24.0002	1449 BROOKS AVE	\$119.60
10.29.23.24.0009	1401 BROOKS AVE	\$170.82
10.29.23.24.0035	2499 SHELDON ST	\$71.62
10.29.23.24.0044	2436 ALBERT ST	\$139.46
10.29.23.24.0066	2474 HOLTON ST	\$45.53
10.29.23.34.0017	1397 SANDHURST DR	\$13.10
10.29.23.43.0015	2211 FERNWOOD AVE	\$8.34
10.29.23.44.0004	1135 SHERREN ST	\$12.17
10.29.23.44.0028	1117 LAURIE RD	\$12.12
11.29.23.11.0004	716 CO RD C	\$105.10
11.29.23.12.0040	2545 FISK ST	\$141.23
11.29.23.12.0057	2547 AVON ST	\$83.60

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<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
11.29.23.12.0072	2570 GROTTO ST	\$108.21
11.29.23.13.0002	851 SEXTANT AVE	\$68.17
11.29.23.14.0011	715 SEXTANT AVE	\$92.88
11.29.23.14.0033	701 W CO RD B2	\$78.40
11.29.23.23.0008	1035 BROOKS AVE	\$148.09
11.29.23.23.0017	2444 LEXINGTON AVE	\$95.74
11.29.23.23.0021	2465 CHURCHILL ST	\$130.75
11.29.23.23.0030	2452 CHURCHILL ST	\$107.69
11.29.23.23.0054	2476 AGLEN ST	\$24.01
11.29.23.23.0068	2432 LEXINGTON AVE	\$171.18
11.29.23.23.0075	2439 OXFORD ST	\$11.02
11.29.23.23.0081	1016 TRANSIT AVE	\$85.72
11.29.23.24.0010	949 BROOKS AVE	\$84.79
11.29.23.24.0037	918 TRANSIT AVE	\$112.23
11.29.23.24.0048	939 W CO RD B2	\$74.81
11.29.23.31.0031	2360 NANCY PL	\$10.58
11.29.23.31.0078	908 LOVELL AVE	\$11.38
11.29.23.32.0005	1016 W CO RD B2	\$9.18
11.29.23.32.0029	1007 GRANDVIEW AVE	\$9.47
11.29.23.32.0088	1079 LOVELL LN N	\$8.26
11.29.23.33.0043	2234 OXFORD ST	\$15.53
11.29.23.33.0050	2168 OXFORD ST	\$9.96
11.29.23.33.0051	1003 W CO RD B	\$13.14
11.29.23.34.0007	936 HWY 36	\$22.74
11.29.23.34.0010	925 SHERREN ST	\$7.35
11.29.23.34.0023	974 SHERREN ST	\$11.31
11.29.23.34.0054	2207 NANCY PL	\$13.63
11.29.23.34.0067	907 W CO RD B	\$5.59
11.29.23.34.0069	903 W CO RD B	\$10.96
11.29.23.34.0080	2203 VICTORIA ST	\$12.12
11.29.23.34.0085	2214 MILTON ST	\$11.31
11.29.23.34.0089	2210 MILTON ST	\$12.38
11.29.23.41.0013	731 GRANDVIEW AVE	\$10.70
11.29.23.41.0015	711 GRANDVIEW AVE	\$11.68
11.29.23.41.0035	654 GRANDVIEW AVE	\$14.01
11.29.23.42.0003	838 W CO RD B2	\$11.57
11.29.23.42.0010	790 W CO RD B2	\$9.79
11.29.23.42.0058	777 LOVELL AVE	\$9.67
12.29.23.11.0022	2587 RICE ST	\$5.62
12.29.23.11.0051	2611 RICE ST	\$64.09
12.29.23.11.0054	2595 RICE ST	\$5.62
12.29.23.11.0055	174 CO RD C	\$111.91
12.29.23.13.0015	2491 BROOKS CR	\$11.15
12.29.23.13.0024	330 BROOKS AVE	\$171.05
12.29.23.13.0040	2409 GALTIER ST	\$116.11
12.29.23.13.0048	2450 MATILDA CR	\$164.93
12.29.23.13.0064	2427 FARRINGTON CR	\$127.85
12.29.23.13.0070	2466 VIRGINIA CR	\$17.11
12.29.23.13.0094	325 W CO RD B2	\$101.01
12.29.23.14.0020	2501 WOODBRIDGE ST	\$98.31

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<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
12.29.23.14.0021	2497 WOODBRIDGE ST	\$80.72
12.29.23.14.0033	2486 MARION ST	\$124.41
12.29.23.14.0048	2500 GALTIER CR	\$120.00
12.29.23.14.0059	2434 GALTIER CR	\$127.17
12.29.23.21.0031	422 CO RD C	\$267.03
12.29.23.21.0043	2553 IRENE ST	\$98.27
12.29.23.21.0066	436 OAKCREST AVE	\$180.13
12.29.23.24.0005	421 BROOKS AVE	\$152.69
12.29.23.24.0014	404 BROOKS AVE	\$167.98
12.29.23.24.0056	444 SEXTANT AVE	\$140.28
12.29.23.24.0074	2409 COHANSEY ST	\$2.00
12.29.23.24.0090	397 BROOKS AVE	\$76.11
12.29.23.31.0016	465 LOVELL AVE	\$7.08
12.29.23.31.0032	404 LOVELL AVE	\$10.40
12.29.23.31.0037	464 LOVELL AVE	\$11.01
12.29.23.31.0046	2306 SOUTHHILL DR	\$10.65
12.29.23.31.0076	484 GRANDVIEW AVE	\$22.26
12.29.23.33.0003	590 HWY 36	\$9.18
12.29.23.34.0004	405 HWY 36	\$7.96
12.29.23.34.0010	432 MINNESOTA AVE	\$5.62
12.29.23.34.0015	404 SANDHURST CIR	\$11.31
12.29.23.34.0021	415 W CO RD B	\$9.48
12.29.23.34.0028	2211 IRENE ST	\$10.95
12.29.23.34.0034	2170 BOSSARD DR	\$8.87
12.29.23.34.0043	2233 BOSSARD DR	\$11.01
12.29.23.34.0049	2199 COHANSEY BLVD	\$11.33
12.29.23.34.0054	2170 COHANSEY BLVD	\$13.27
12.29.23.41.0042	163 MINNESOTA AVE	\$6.74
12.29.23.41.0042	165 MINNESOTA AVE	\$7.35
12.29.23.41.0042	167 MINNESOTA AVE	\$10.40
12.29.23.42.0005	2397 MATILDA ST	\$10.20
12.29.23.42.0009	328 W CO RD B2	\$8.57
12.29.23.42.0049	265 MINNESOTA AVE	\$10.40
12.29.23.42.0060	2318 AUERBACH AVE	\$9.18
12.29.23.43.0034	335 SANDHURST DR W	\$16.34
12.29.23.44.0007	204 MINNESOTA AVE	\$11.62
12.29.23.44.0008	218 MINNESOTA AVE	\$9.52
12.29.23.44.0009	226 MINNESOTA AVE	\$13.72
13.29.23.11.0019	228 W CO RD B	\$10.24
13.29.23.11.0049	184 BURKE AVE	\$18.07
13.29.23.12.0016	311 BURKE AVE	\$11.31
13.29.23.12.0021	2077 WILLIAM ST	\$6.79
13.29.23.12.0084	320 W CO RD B	\$27.98
13.29.23.13.0011	2036 WESTERN AVE	\$13.50
13.29.23.13.0016	269 MCCARRONS BLVD	\$8.57
13.29.23.13.0028	317 MCCARRONS BLVD	\$12.99
13.29.23.14.0007	249 ELMER ST	\$13.95
13.29.23.14.0040	250 N MCCARRONS BLVD	\$14.98
13.29.23.21.0072	454 CRESCENT LN	\$13.72
13.29.23.23.0021	540 SHRYER AVE	\$10.22

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<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
13.29.23.23.0034	554 RYAN AVE	\$14.98
13.29.23.31.0026	453 S MCCARRONS BLVD	\$16.66
13.29.23.31.0029	483 S MCCARRONS BLVD	\$8.57
13.29.23.31.0030	493 S MCCARRONS BLVD	\$11.27
13.29.23.31.0089	491 GLENWOOD AVE	\$14.14
13.29.23.31.0098	462 HILLTOP AVE	\$10.40
13.29.23.31.0113	476 GLENWOOD AVE	\$10.40
13.29.23.31.0120	410 S MCCARRONS BLVD	\$9.18
13.29.23.41.0019	1891 SHADY BEACH DR	\$11.65
13.29.23.41.0020	1885 SHADY BEACH DR	\$9.56
13.29.23.41.0042	1878 SHADY BEACH DR	\$9.62
13.29.23.42.0021	358 MCCARRONS BLVD	\$9.35
13.29.23.42.0026	330 MCCARRONS BLVD	\$11.39
13.29.23.42.0027	326 S MCCARRONS BLVD	\$10.22
13.29.23.43.0005	295 ROMA AVE	\$8.26
13.29.23.43.0017	295 DIONNE ST	\$2.63
13.29.23.43.0022	1748 GALTIER ST	\$11.70
13.29.23.44.0003	192 MCCARRONS BLVD	\$11.31
13.29.23.44.0005	182 MCCARRONS BLVD S	\$12.54
14.29.23.11.0016	701 SKILLMAN AVE	\$8.64
14.29.23.11.0053	630 ELDRIDGE AVE	\$4.30
14.29.23.11.0064	718 ELDRIDGE AVE	\$16.59
14.29.23.12.0017	851 PARKER AVE	\$8.57
14.29.23.12.0035	750 W CO RD B	\$10.75
14.29.23.12.0043	2104 AVON ST	\$10.40
14.29.23.21.0061	2111 VICTORIA ST	\$11.60
14.29.23.21.0087	2064 CHATSWORTH COURT	\$562.14
14.29.23.23.0005	1065 SHRYER AVE	\$9.48
14.29.23.23.0017	1080 SHRYER AVE	\$10.95
14.29.23.23.0020	1030 SHRYER AVE	\$9.48
14.29.23.23.0037	1018 RYAN AVE	\$11.31
14.29.23.23.0076	1991 OXFORD ST	\$12.01
14.29.23.24.0010	2036 CHATSWORTH ST	\$9.48
14.29.23.31.0004	1875 VICTORIA ST	\$8.98
14.29.23.32.0010	1849 CHATSWORTH ST	\$9.67
14.29.23.32.0018	1820 AGLEN ST	\$12.53
14.29.23.33.0033	1067 DIONNE ST	\$15.64
14.29.23.33.0046	1699 CHATSWORTH ST	\$7.96
14.29.23.34.0024	1788 CHATSWORTH ST	\$7.37
14.29.23.41.0044	625 PINEVIEW CT	\$12.75
14.29.23.41.0046	645 PINEVIEW CT	\$12.24
14.29.23.41.0055	1827 DALE CT	\$7.33
14.29.23.41.0083	1824 ALTA VISTA DR	\$23.18
14.29.23.44.0027	1755 ALAMEDA ST	\$12.82
14.29.23.44.0059	1765 DALE ST	\$16.18
15.29.23.11.0010	1164 W CO RD B	\$13.20
15.29.23.11.0017	1205 BURKE AVE	\$8.87
15.29.23.11.0022	1192 BURKE AVE	\$15.53
15.29.23.11.0026	1171 ELDRIDGE AVE	\$14.37
15.29.23.11.0030	1201 ELDRIDGE AVE	\$6.43

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<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
15.29.23.11.0069	1157 SKILLMAN AVE	\$12.23
15.29.23.12.0001	2147 FERNWOOD AVE	\$13.40
15.29.23.12.0002	1244 W CO RD B	\$11.98
15.29.23.12.0016	1310 W CO RD B	\$9.18
15.29.23.13.0016	1225 SHRYER AVE	\$12.35
15.29.23.13.0026	1317 SHRYER AVE	\$8.57
15.29.23.13.0032	1294 SHRYER AVE	\$6.43
15.29.23.13.0034	1306 SHRYER AVE	\$11.68
15.29.23.13.0066	1226 RYAN AVE	\$7.65
15.29.23.13.0096	1293 DRAPER AVE	\$10.70
15.29.23.13.0104	1322 DRAPER AVE	\$10.41
15.29.23.13.0105	1330 DRAPER AVE	\$43.03
15.29.23.14.0060	1117 RYAN AVE	\$8.57
15.29.23.14.0074	1172 RYAN AVE	\$11.31
15.29.23.14.0088	1959 LEXINGTON AVE	\$9.48
15.29.23.21.0004	1378 W CO RD B	\$10.09
15.29.23.21.0065	1368 ELDRIDGE AVE	\$16.15
15.29.23.21.0074	1432 ELDRIDGE AVE	\$13.75
15.29.23.21.0079	1447 BELMONT LN	\$9.79
15.29.23.23.0008	1986 ASBURY ST	\$9.28
15.29.23.23.0023	2030 SNELLING AVE	\$6.43
15.29.23.23.0071	1465 ROSELAWN AVE	\$9.79
15.29.23.24.0006	1390 SKILLMAN AVE	\$16.40
15.29.23.24.0009	1410 SKILLMAN AVE	\$11.78
15.29.23.24.0043	1446 SHRYER AVE	\$13.54
15.29.23.24.0071	1436 RYAN AVE	\$300.05
15.29.23.24.0086	1379 ROSELAWN AVE	\$13.30
15.29.23.24.0090	1935 HAMLINE AVE	\$8.57
15.29.23.41.0060	1121 SUMMER ST	\$12.52
15.29.23.41.0063	1847 LEXINGTON AVE	\$12.48
15.29.23.41.0075	1194 SUMMER ST	\$9.85
15.29.23.42.0024	1840 MERRILL ST	\$18.90
15.29.23.42.0038	1840 HAMLINE AVE	\$9.96
15.29.23.42.0057	1890 HURON AVE	\$6.74
15.29.23.42.0065	1867 DELLWOOD AVE	\$10.60
15.29.23.42.0087	1891 MERRILL ST	\$9.67
15.29.23.43.0025	1258 ROMA AVE	\$6.43
15.29.23.43.0027	1272 ROMA AVE	\$12.90
15.29.23.43.0034	1235 LARPENTEUR	\$10.58
15.29.23.44.0040	1200 GARDEN AVE	\$7.35
16.29.23.11.0013	2064 FRY ST	\$60.39
16.29.23.11.0015	2082 FRY ST	\$395.92
16.29.23.11.0035	2151 MIDLOTHIAN RD	\$11.47
16.29.23.11.0051	2096 MIDLOTHIAN RD	\$181.05
16.29.23.11.0069	2049 SNELLING AVE	\$94.41
16.29.23.11.0076	2086 SAMUEL ST. #8	\$106.38
16.29.23.12.0011	1747 ELDRIDGE AVE	\$94.47
16.29.23.12.0035	1781 SKILLMAN AVE	\$100.54
16.29.23.12.0049	1738 SKILLMAN AVE	\$12.82
16.29.23.13.0013	1803 SHRYER AVE	\$94.47

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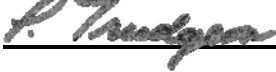
City of Roseville, MN

<u>PIN #</u>	<u>Lot Address</u>	<u>Amt To Collections</u>
16.29.23.13.0014	2030 FAIRVIEW AVE	\$177.23
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0027	2000 BEACON ST	\$70.90
16.29.23.13.0058	1742 RYAN AVE	\$106.59
16.29.23.13.0078	1745 ROSELAWN AVE	\$118.71
16.29.23.14.0008	1647 RIDGEWOOD LN NO	\$12.37
16.29.23.14.0013	1681 RIDGEWOOD LN NO	\$101.13
16.29.23.14.0021	1630 RIDGEWOOD LN NO	\$101.13
16.29.23.14.0045	1598 RIDGEWOOD LN SO	\$10.72
16.29.23.14.0046	1999 SNELLING AVE	\$80.95
16.29.23.14.0060	45 MID OAKS LN	\$12.55
16.29.23.22.0014	2109 WILDER ST	\$13.31
16.29.23.23.0031	1980 CLEVELAND AVE	\$145.05
16.29.23.24.0025	1827 SHRYER AVE	\$127.61
16.29.23.24.0090	1932 TATUM ST	\$84.40
16.29.23.24.0097	1973 TATUM ST	\$77.68
16.29.23.24.0099	1957 TATUM ST	\$42.19
16.29.23.24.0101	1945 TATUM ST	\$152.08
17.29.23.13.0032	2211 DRAPER AVE	\$88.10
17.29.23.13.0035	2231 DRAPER AVE	\$118.59
17.29.23.13.0064	2234 NO ROSEWOOD LN	\$51.69
17.29.23.14.0034	2175 SO ROSEWOOD LN	\$117.29
17.29.23.14.0044	2145 DRAPER AVE	\$186.26
17.29.23.21.0003	2139 FULHAM ST	\$9.55
17.29.23.21.0008	2096 FAIRWAYS LN	\$161.82
18.29.22.23.0016	2020 RICE ST	\$40.38
		\$39,682.78

REQUEST FOR COUNCIL ACTION

DATE: 8/16/2010
ITEM NO: 7 . c

Department Approval



City Manager Approval



Item Description: Adopt a Resolution Approving the Request by McAdam Majors for a 1,008 sq ft. accessory structure as a CONDITIONAL USE at 1863 Chatsworth St. (PF10-016).

1.0 REQUESTED ACTION

Mr. Majors proposes to replace the existing detached garage at his residence with a new, larger detached garage

Project Review History

- Application submitted: May 21, 2010; Determined complete: May 24, 2010
- Sixty-day review deadline: Extended until September 21, 2010
- Planning Commission recommendation (5-0 to approve): August 4, 2010
- Project report prepared: August 5, 2010
- Anticipated City Council action: August 16 2010

2.0 SUMMARY OF RECOMMENDATION

The Planning Division concurs with the recommendation of the Planning Commission to approve the proposed CONDITIONAL USE; see Section 8 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a resolution approving the proposed CONDITIONAL USE, pursuant to §1004 (Residence Districts) and §1013 (Conditional Uses) of the City Code; see Section 9 of this report for the detailed action.

4.0 BACKGROUND

The property at 1863 Chatsworth Street has a Comprehensive Plan designation of Low Density Residential (LR) and a zoning classification of Single-Family Residence District (R-1).

5.0 CONDITIONAL USE ANALYSIS

5.1 Section 1004.01A3 (Size Limit) limits the total floor area of accessory structures to the lesser of the following:

- a. 40% of the required rear yard area (i.e., 1,200 square feet on this property); or
- b. 864 square feet (being the smaller of the two figures, this is the *permitted* limit)

5.2 Section 1004.01A4 (Requirements for Increased Size), however, allows up to 1,008 square feet of total accessory structure floor area as a CONDITIONAL USE.

5.3 Section 1004.01A5 (Overall Area) further limits the size of accessory structures by stating that the combined floor area “*of attached garage and detached accessory building(s) shall not exceed the exterior dimensional footprint of the principal structure, excluding any attached garage footprint.*” The proposed 1,008-square-foot accessory building would be within this limit because it would not exceed the approximately 1,300-square-foot footprint of the principal structure (which does not have an attached garage).

5.4 Although the applicant plans to complete the new garage prior to removing the existing garage and a portion of the paved area behind the house, the proposed, “final” site plan (included with this staff report as Attachment C contains impervious surfaces on about 26% of the property. Section 1004.016 (Dimensional Requirements) limit such impervious surfaces to 30% on a residential property; Planning Division staff recommends requiring that the existing garage and driveway area be removed within 90 days of when the permit is issued for the proposed new garage. In a case like this, a provisional Certificate of Occupancy (C.O.) would be issued upon the satisfactory completion of the new garage, and the permanent C.O. would be issued once the old garage and excess impervious coverage is removed.

5.5 Looking at the proposed building elevations included with this report as Attachment D, the eastern end of the building would contain two overhead garage doors, but the site plan does not appear to indicate an expansion of the driveway approach to serve both doors. City Code §1004.01A13 (Driveway Required) requires a paved driveway for garages storing daily-use vehicles; as long as the existing driveway spans the width of the northern overhead door of the proposed garage, this Code provision might not require pavement in front of the second overhead door if that side of the garage is used only to provide access for occasional-use vehicles or other household equipment. If the driveway is expanded to serve both overhead doors, the total impervious coverage would be required to remain under the 30% maximum; based on the aerial imagery and the proposed site plan, the impervious coverage limit does not seem to be a problem, but this would need to be verified on the site plan submitted for the required building permit.

5.6 All of the above Code requirements work together to allow the proposed structure, but this one building will utilize the maximum extent of such allowances and preclude the construction of any other accessory buildings on the property.

5.7 The CONDITIONAL USE process required for the approval of the proposed garage is partially intended to provide an opportunity to review the proposal to ensure that it wouldn't have significant adverse impacts on adjacent properties. Even though the proposed garage appears to be roughly in line with the garage on the neighboring property to the south, its 42-foot side wall is considerably longer than a wall that would be found on a garage that meets the Code's smaller, standard size. Planning Division staff recommends requiring the installation of at least two windows along the southern side wall to soften its visual impact.

5.8 Roseville's Development Review Committee, a body comprising staff from various City departments, met on July 15, 2010 to discuss the application and contributed the following comments:

- a. The construction of the proposed garage should not change the existing storm water drainage patterns in the area;
- b. Gutters and downspouts should be installed to direct rain water from the roof of the proposed garage northward, toward the interior of the property;
- c. The applicant should verify the location of the southern side property line (either by locating and exposing the iron markers in the corners of the property or by providing a survey) prior to issuance of the required building permit; and
- d. If any portion of the driveway/parking area: 1) remains after the removal of the existing garage and parking area behind the home; and 2) is not yet paved; it should be paved as part of this project.

5.9 REVIEW OF CONDITIONAL USE CRITERIA

Section 1013.01 (Conditional Uses) of the City Code requires the Planning Commission and City Council to consider the following criteria when reviewing a CONDITIONAL USE application:

- i. Impact on traffic;
 - ii. Impact on parks, streets, and other public facilities;
 - iii. Compatibility of the site plan, internal traffic circulation, landscaping, and structures with contiguous properties;
 - iv. Impact of the use on the market value of contiguous properties;
 - v. Impact on the general public health, safety, and welfare; and
 - vi. Compatibility with the City's Comprehensive Plan.
- a. **Impact on traffic:** The City Code prohibits any residential garage from being used for commercial purposes (whether as a commercial workshop or as a space for parking commercial vehicles or equipment). Since the proposed garage would continue to be used for the typical, daily and seasonal storage purposes on a residential property, Planning Division staff has determined that it would not have an adverse impact on the traffic in the area.
- b. **Impact on parks, streets and other public facilities:** The Planning Division has determined that the proposed accessory structure is unrelated to the City's parks, streets, and other facilities, and so will not have an adverse impact on them.

- c. **Compatibility ... with contiguous properties:** The proposed accessory structure would not change the circulation on the property since it is essentially replacing the previous garage. Although the proposed building is larger than those found on the contiguous properties it would be a residential-type structure nonetheless.
- d. **Impact of the use on the market value of contiguous properties:** Although the current proposal seeks CONDITIONAL USE approval to build the largest accessory structure allowed on a single-family residential property, the Planning Division has determined that the proposed building is unlikely to have an adverse impact on the value of contiguous properties if windows are installed along the south side to visually break up the longer-than-normal wall facing the adjacent property.
- e. **Impact on the general public health, safety, and welfare:** The Planning Division believes that the proposed accessory building will have no impact on the general public health, safety, and welfare.
- f. **Compatibility with the City's Comprehensive Plan:** An accessory structure is a permitted use (and the proposed accessory building is a *conditionally* permitted use) in the R-1 Single-Family Residence District and is compatible with the Comprehensive Plan land use designation of Low-Density Residential.

6.0 PUBLIC HEARING

- 6.1 The duly-noticed public hearing for the CONDITIONAL USE application was held by the Planning Commission on August 4, 2010; at the time this report was prepared, the minutes of the public hearing were not available for inclusion among the attachments. A few members of the public had called Planning Division staff prior to the public hearing to inquire about the proposal; while nobody expressed opposition to the proposed garage, one person indicated a general concern that a garage of the proposed size could lend itself to commercial uses, like cabinet making or auto repair, which are prohibited in residential districts and another person who used to live at the property in the late 1940s simply shared his knowledge of a 6-inch pit well that was/may be in the existing garage.
- 6.2 The property owner confirmed that the proposed garage would only be used for his private hobby of restoring certain older cars and that the garage would not be used for commercial purposes. No other members of the public were present at the public hearing to comment on the proposal. After closing the public hearing and discussing the application further, the Planning Commission voted unanimously (i.e., 5-0) to recommend approval of the proposed CONDITIONAL USE with the conditions identified below.

7.0 RECOMMENDATION

- Based on the comments and findings outlined in Sections 5 and 6 of this report, the Planning Division concurs with the unanimous recommendation of the Planning Commission to approve the proposed CONDITIONAL USE pursuant to §1004.015 and §1013.01 of the Roseville City Code, subject to the following conditions:
- a. The applicant shall work with Community Development staff to ensure that windows are adequately incorporated into the accessory structure to soften the visual impact on neighboring properties;

- 143 **b.** The construction of the proposed garage shall not change the existing storm water
144 drainage patterns in the area;
- 145 **c.** Gutters and downspouts shall be installed to direct rain water from the roof of the
146 proposed garage northward, toward the interior of the property;
- 147 **d.** The applicant shall verify the location of the southern side property line (either by
148 locating and exposing the iron markers in the corners of the property or by providing
149 a survey) prior to issuance of the required building permit;
- 150 **e.** The existing garage shall be removed, along with any driveway pavement necessary
151 to reduce overall impervious coverage to a maximum of 30% on the property, within
152 90 days of when the permit is issued for the proposed new garage;
- 153 **f.** If the driveway is to be expanded to serve both proposed overhead garage doors, the
154 additional paved area shall be shown on the site plan submitted with the building
155 permit application to verify that the overall impervious coverage on the property does
156 not exceed 30%; and
- 157 **g.** If any portion of the driveway/parking area: 1) remains after the removal of the
158 existing garage and parking area behind the home; and 2) is not yet paved; it shall be
159 paved as part of this project.

160 **8.0 SUGGESTED ACTION**

161 **Adopt a resolution approving the proposed 1,008-square-foot garage as a**

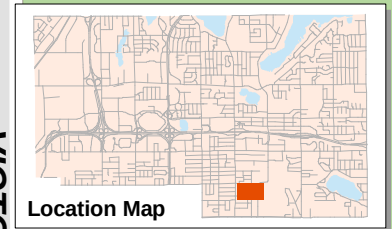
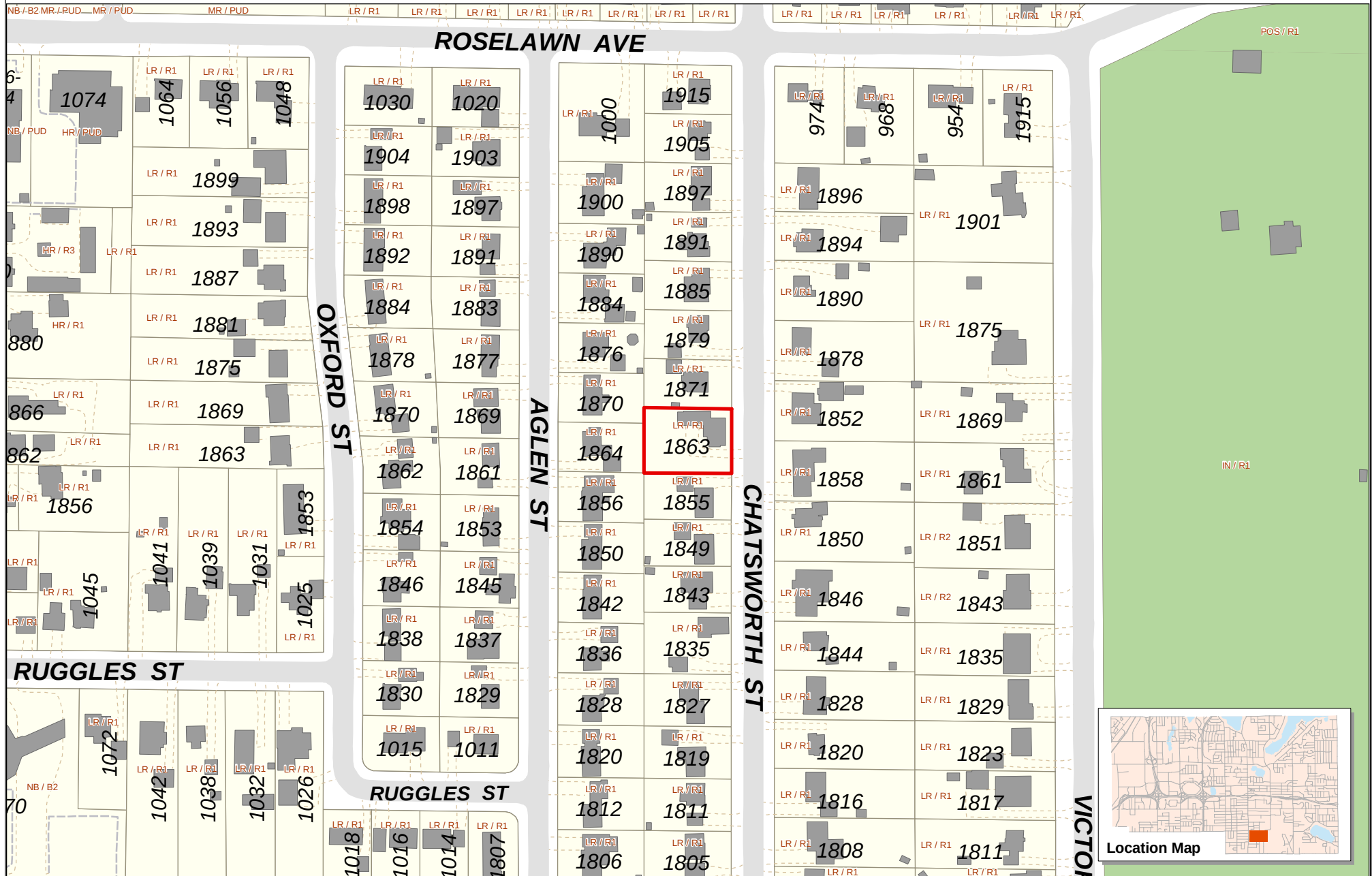
162 **CONDITIONAL USE** at 1863 Chatsworth Street, based on the comments and findings of

163 Sections 5 and 6 and the conditions of Section 7 of this staff report.

Prepared by: **Associate Planner Bryan Lloyd**

Attachments:	A: Area map	D: Proposed elevations
	B: Aerial photo	E: Draft resolution
	C: Proposed site plan	

Attachment A: Location Map for Planning File 10-016



Prepared by:
Community Development Department
Printed: June 8, 2010



Site Location

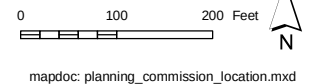
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (6/1/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development 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 exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. 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.



Attachment B: Aerial Map of Planning File 10-016



Prepared by:
Community Development Department
Printed: June 8, 2010

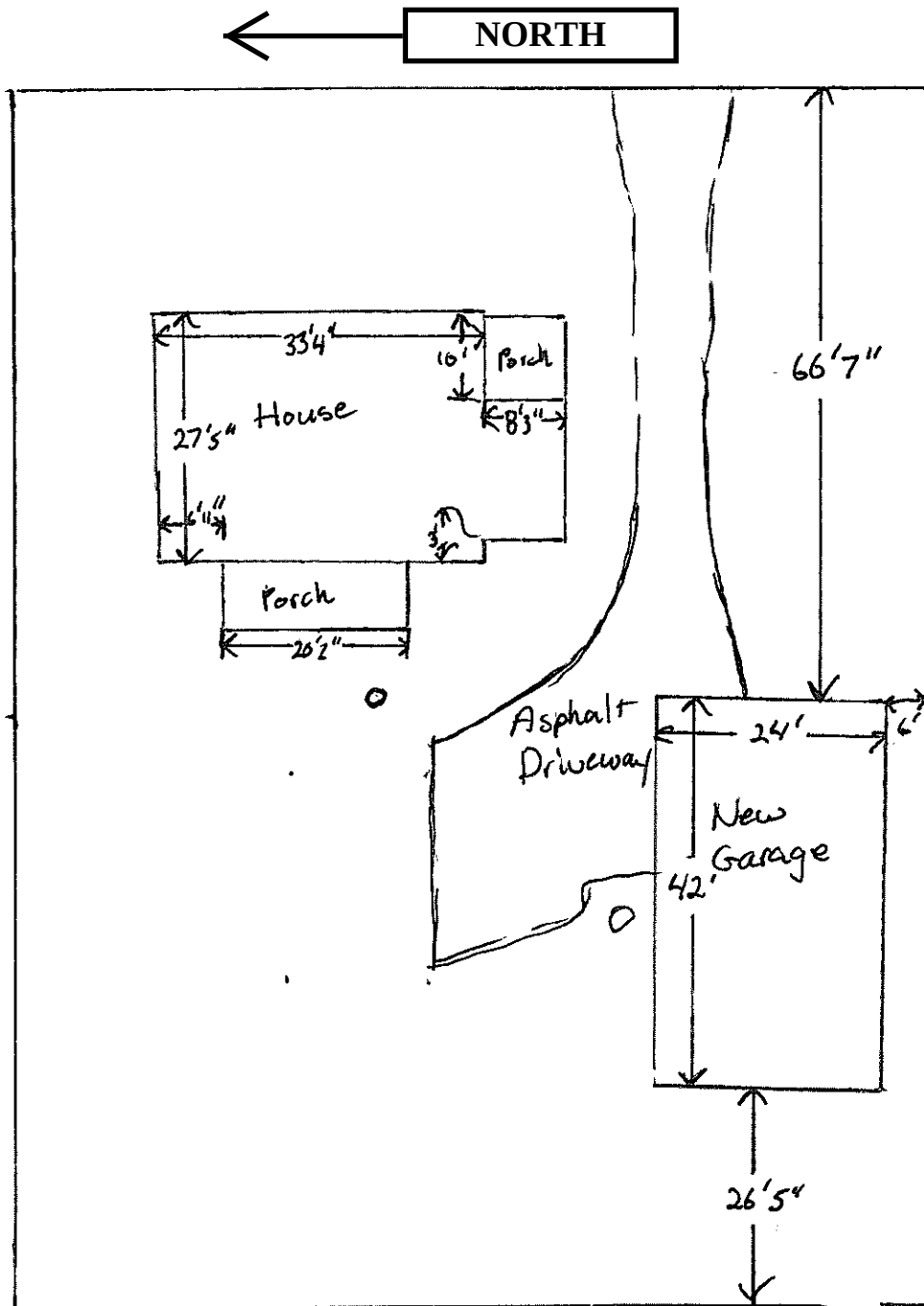


Site Location

Data Sources
* Ramsey County GIS Base Map (6/1/2010)
* Aerial Data: Kucera (4/2009)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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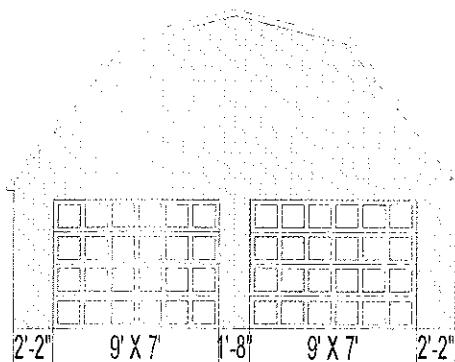




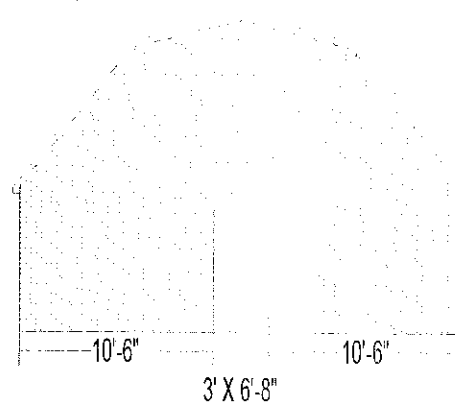
*** Here are the wall configurations for your design.

Illustration May Not Depict All Options Selected

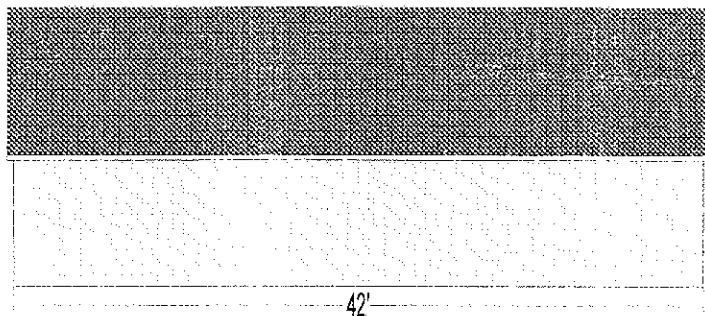
Attachment D



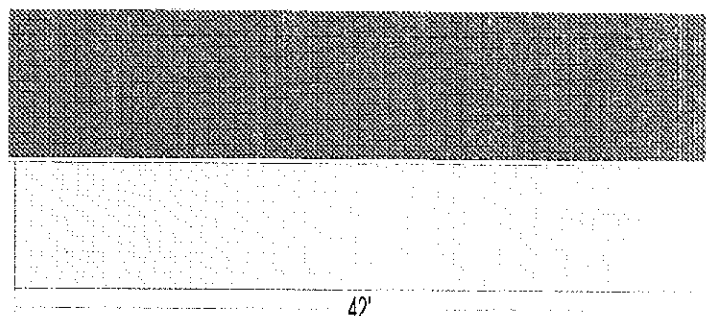
Gable Front View
(2) - 9X7 WHITE INSUL RAISED PNLZSETTORSN M4SV



Gable Back View
(1) - CP1 FLUSH STEEL DOOR PH 36X80 LH SB



Eave Front View



Eave Back View

Building Size: 24 feet wide X 42 feet long X 8 feet high

Approximate Peak Height: 18 feet 8 inches (224 inches)

Menards provided material estimates are intended as a general construction aid and have been calculated using typical construction methods. Because of the wide variable in codes and site restrictions, all final plans and material lists must be verified with your local zoning office, architect and/or builder for building design and code compliance. Menards is a supplier of construction materials and does not assume liability for design, engineering or the completeness of any material lists provided. Underground electrical, phone and gas lines should be located and marked before your building plans are finalized. Remember to use safety equipment including dust masks and sight and hearing protection during construction to ensure a positive building experience.

**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 16th day of August 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 APPROVING A 1,008-SQUARE-FOOT ACCESSORY STRUCTURE
AT 1863 CHATSWORTH STREET AS A CONDITIONAL USE IN ACCORDANCE
WITH §1014.01 OF THE ROSEVILLE CITY CODE (PF10-016)**

WHEREAS, the property at 1863 Chatsworth Street is owned by McAdam Majors.; and

WHEREAS, the subject property is zoned Single-Family Residence (R-1) District and is legally described as:

**Leier Park Lot 8 Block 1
PIN: 14-29-23-32-0008**

WHEREAS, Mr. Majors seeks to replace the existing accessory structure with a new structure equaling the maximum allowable accessory structure area on a property in the R-1 District; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CONDITIONAL USE on august 4, 2010, voting 5-0 to recommend approval of the use based on the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has found that approval of the proposed CONDITIONAL USE will not result in adverse impacts on the criteria considered in review of requests for CONDITIONAL USE approval;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed 1,008-square-foot accessory structure at 1863 Chatsworth Street as a CONDITIONAL USE in accordance with Section §1014.01 of the Roseville City Code with the following conditions:

- a. The applicant shall work with Community Development staff to ensure that windows are adequately incorporated into the accessory structure to soften the visual impact on neighboring properties;
- b. The construction of the proposed garage shall not change the existing storm water drainage patterns in the area;

- 34 **c.** Gutters and downspouts shall be installed to direct rain water from the roof of the
35 proposed garage northward, toward the interior of the property;
- 36 **d.** The applicant shall verify the location of the southern side property line (either by
37 locating and exposing the iron markers in the corners of the property or by providing
38 a survey) prior to issuance of the required building permit;
- 39 **e.** The existing garage shall be removed, along with any driveway pavement necessary
40 to reduce overall impervious coverage to a maximum of 30% on the property, within
41 90 days of when the permit is issued for the proposed new garage;
- 42 **f.** If the driveway is to be expanded to serve both proposed overhead garage doors, the
43 additional paved area shall be shown on the site plan submitted with the building
44 permit application to verify that the overall impervious coverage on the property does
45 not exceed 30%; and
- 46 **g.** If any portion of the driveway/parking area: 1) remains after the removal of the
47 existing garage and parking area behind the home; and 2) is not yet paved; it shall be
48 paved as part of this project.

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

52 WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 16th day of August 2010.

(SEAL)

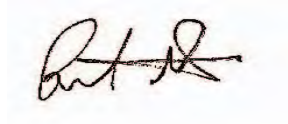
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/16/2010

Item No.: 7.d

Department Approval

City Manager Approval



Item Description: Accept Target Foundation Donation of McGruff Costume

BACKGROUND

In March of 2010, the police department was contacted by Target Foundation regarding available grant funds. The Department completed a grant application requesting funding to cover the cost of a new McGruff, (the crime dog) head.

For most events, the Department uses two McGruff's (McGruff is very popular with small children). One of the costume heads was at least ten years old and no longer would stay up. A McGruff head costs \$975.

On August 9, 2010, the Department received funding from Target Foundation in the amount of \$1,000 to cover the cost of a replacement McGruff head.

POLICY OBJECTIVE

Allow the police department to accept the funds donated by Target Foundation. The funds will be used to purchase a replacement McGruff head.

FINANCIAL IMPACTS

There is no cost to the city.

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

Request Council approval to accept the donation from Target Foundation.

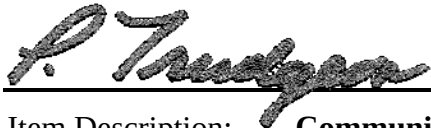
Prepared by: Karen Rubey
Attachments:

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8-16-10
Item No.: 12.a

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 885 County Road C-2 West.**

BACKGROUND

- The subject property is a single-family detached home.
- The current owner is Lee Tschida.
- Current violation includes:
 - Siding, trim and garage door deteriorated with peeling paint and damaged siding (a violation of City Code Sections 407.02.J & K).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repair siding and window; then repaint siding, trim and garage door:

Total: Approximately - \$1,000.00

In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated \$100,000 for abatement activities. The property owner will then be billed for actual and administrative costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be reported to Council following the abatement.

28 **STAFF RECOMMENDATION**

29 Staff recommends that the Council direct Community Development staff to abate the above referenced
30 public nuisance violations at 885 County Road C-2.

31 **REQUESTED COUNCIL ACTION**

32 Direct Community Development staff to abate public nuisance violations at 885 County Road C-2 by
33 hiring general contractors to repair siding and the window; then repaint siding, trim and garage door.

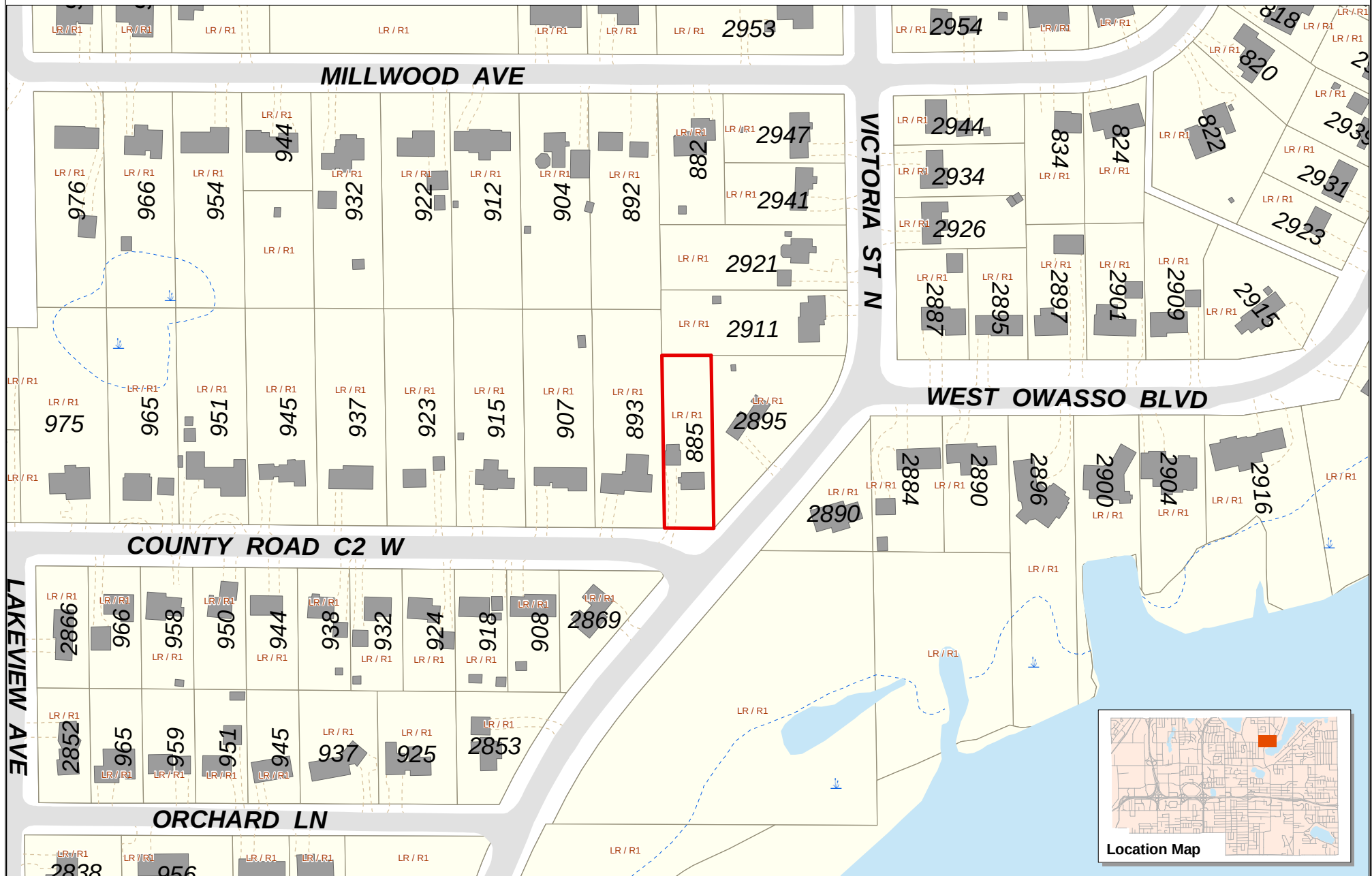
34 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
35 is to recover costs as specified in Section 407.07B.

36

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 885 County Road C-2.

885 County Road C2



Prepared by:
Community Development Department
Printed: July 26, 2010

Site Location

LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (7/1/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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mapdoc: planning_commission_location.mxd

REQUEST FOR COUNCIL ACTION

Date: 8/16/10
Item No.: 12 . b

Department Approval



City Manager Approval



Item Description: Consider Resolution Receiving Assessment Roll and Setting Assessment Hearing Date for the Project to be Assessed in 2010

BACKGROUND

At the August 9, 2010, regular City Council meeting, the Council ordered the preparation of the assessment roll for City Project P-ST-SW-09-02: Roselawn Avenue Reconstruction, between Hamline Avenue and Victoria Street. This project was constructed in 2009 and scheduled to be assessed in 2010.

The next step in the statutory assessment process is for the Council to adopt a resolution setting a hearing date for the assessments. It is recommended that assessment hearing be held at the regular meeting on Monday, September 20, 2010.

Following past Council policy, if questions come up regarding specific assessments or if amendments to the assessment rolls are necessary, hearings can be continued before final adoption.

POLICY OBJECTIVE

It is the City's policy to assess a portion of street reconstruction costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. The proposed assessment roll has been prepared in accordance with Roseville's assessment policy and is consistent with the recommendations in the feasibility report prepared for this project. Once the Preliminary Assessment Roll has been prepared, the next step in the process is to hold a public hearing.

After the Public Hearing, the City Council adopts the assessment roll making it final. The City allows for a 30-day pre-payment period after the roll adoption. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. The City will have the rolls certified by early November in order to allow the County enough time to add the assessments to property taxes.

FINANCIAL IMPACTS

Attachment A is an updated project financing summary detailing the feasibility report and final project costs for this improvement. Since the August 9, 2010 meeting, this attachment has been updated with actual final costs, the previous summary showed estimated final project costs. The actual costs were less than the estimated final costs, further reducing the assessment amount for this project. The final assessment roll reflects this reduced cost. This project was financed using assessments, Municipal State Aid funds, and utility funds.

The final assessment roll has been prepared in accordance with Roseville's assessment policy and as outlined in the project feasibility report. The preliminary assessment roll is attached and

33 will be presented in detail at the assessment hearing for this project.

34 **STAFF RECOMMENDATION**

35 Staff recommends that the City Council approve the attached resolution receiving the assessment
36 roll and setting the hearing date for September 20, 2010 for City Project P-ST-SW-09-02.

37 The 2010 assessment process is suggested to proceed according to the following schedule:

38

August 9	Approve Resolution declaring costs to be assessed, and ordering preparation of assessment roll
August 16	Approve Resolution receiving assessment rolls, setting hearing date.
August 31	Notice of hearing published in the <i>Roseville Review</i> Mail notices to affected property owners
September 20	Assessment hearing- adoption of assessment roll
Sept 21- Oct 22	Prepayment of assessments (30 days)
Oct 25-29	Tally of final assessment roll
November 2	Certification of assessment rolls to Ramsey County

39 **REQUESTED COUNCIL ACTION**

40 Approval of resolution receiving assessment roll and setting assessment hearing date for
41 September 20, 2010 for City Project P-ST-SW-09-02: Roselawn Avenue Reconstruction
42 Hamline Ave to Victoria Street.

Prepared by: Debra Bloom, City Engineer

Attachments: A: Project Financing Summary-08/11/10
B: Resolution
C: Preliminary Assessment Roll-08/11/10

**Project 09-02
Roselawn Avenue Reconstruction
Project Financing Summary**

Attachment A
8/11/2010

	Feasibility Report	Final Cost
Reconstruction	\$ 2,510,467.21	\$ 1,264,491.55
Engineering*	NA	\$ 257,614.77
Total Construction Cost	\$ 2,510,467.21	\$ 1,522,106.32

*Engineering cost estimates included in feasibility report totals

Summary of Non-assessable costs

Cost to build a 9 ton vs. 7 ton road	\$ 200,000.00	\$ 72,476.90
Storm Sewer	\$ 112,698.85	\$ 56,947.26
Sanitary Sewer	\$ 289,874.20	\$ 59,941.10
Watermain	\$ 393,961.70	\$ 248,143.41
Pathway Construction	\$ 166,392.60	\$ 94,160.94
Total Non- assessable costs	\$ 1,162,927.35	\$ 531,669.61

Summary of Assessment Calculations

Assessable Cost	\$ 1,347,539.86	\$ 990,436.71
Assessment Rate	\$ 48.06	\$ 35.33
Actual Total Frontage	7,009.32	7,009.32

Total Special Assessments

\$ 336,884.97	\$ 247,609.18
----------------------	----------------------

Project Financing Summary

General Fund (Engineering costs)	NA	\$ 193,211.08
Special Assessments Private property	\$ 336,884.97	\$ 247,609.18
Storm water drainage	NA	\$ 56,947.26
Watermain Enterprise Fund	\$ 393,961.70	\$ 248,143.41
Sanitary Sewer Enterprise Fund	\$ 289,874.20	\$ 59,941.10
Municipal State Aid	\$ 1,489,746.35	\$ 716,254.29
Total	\$ 2,510,467.22	\$ 1,522,106.32

NA = item was not broken out in Feasibility Report

**EXTRACT OF MINUTES OF MEETING
OF CITY COUNCIL
OF 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, Minnesota, was held in the City Hall in said City on Monday, August 16, 2010, at 6:00 o'clock p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION

**RESOLUTION RECEIVING PROPOSED SPECIAL ASSESSMENT ROLL FOR
P-09-02 ROSELAWN AVENUE RECONSTRUCTION PROJECT
AND PROVIDING FOR HEARINGS**

WHEREAS, by a resolution passed by the council on August 9, 2010, the City Manager was directed to prepare a proposed assessment of the cost for P-ST-SW-09-02 Roselawn Avenue Reconstruction Project, the reconstruction of Roselawn Avenue between Hamline Avenue and Victoria Street by the installation of concrete paving, concrete curb and gutter, pathway, watermain, sanitary sewer, drainage, and necessary appurtenances; and

WHEREAS, the City Manager has notified the council that such proposed assessment has been completed and filed in his office for public inspection,

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

1. A hearing shall be held on the 20th day of September, 2010 in the city hall at 6:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Manager is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Manager, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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

4
5 WHEREUPON said resolution was declared duly passed and adopted.
6

1 STATE OF MINNESOTA)
2) SS
3 COUNTY OF RAMSEY)
4

5 I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do
6 hereby certify that I have carefully compared the attached and foregoing extract of minutes of a
7 regular meeting of the City Council of said City held on the 16th day of August, 2010, with the
8 original thereof on file in my office, and the same is a full, true and complete transcript.
9

10 Adopted by the Council this 16th day of August, 2010.
11
12
13
14
15

16 (SEAL)
17
18

William J. Malinen, City Manager

09-02 Roselawn Avenue Reconstruction Project
Preliminary Assessment Roll
08/11/10

Attachment C

Total assessable project cost \$ 990,436.71
Total Frontage (feet) 7,009.32 feet
Assessment Rate (100%) \$ 141.30
Assessment Rate (25%) \$ 35.33

PIN	Property Address	FRONTAGE	Assessment	Sanitary Sewer	Total	NOTES
142923240051	941 ROSELAWN AVE W	100.00	\$ 3,533.00		\$ 3,533.00	
142923310030	954 ROSELAWN AVE W	106.11	\$ 3,748.87		\$ 3,748.87	
142923240052	955 ROSELAWN AVE W	127.00	\$ 4,486.91		\$ 4,486.91	
142923240021	965 ROSELAWN AVE W	59.69	\$ 2,108.85		\$ 2,108.85	
142923310029	968 ROSELAWN AVE W	106.11	\$ 3,748.87		\$ 3,748.87	
142923240020	969 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
142923310028	974 ROSELAWN AVE	106.11	\$ 3,748.87		\$ 3,748.87	Corner Lot- Short side
142923240019	975 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
142923230057	991 ROSELAWN AVE W	63.00	\$ 2,225.79		\$ 2,225.79	
142923230058	995 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
152923130109	0 ROSELAWN AVE W	40.00	\$ 1,413.20		\$ 1,413.20	
142923320111	1000 ROSELAWN AVE W	130.75	\$ 4,619.40		\$ 4,619.40	
142923230059	1001 ROSELAWN AVE W	71.00	\$ 2,508.43		\$ 2,508.43	
142923230060	1007 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
142923230061	1011 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
142923230062	1017 ROSELAWN AVE W	84.00	\$ 2,967.72		\$ 2,967.72	
142923320031	1020 ROSELAWN AVE W	13.37	\$ 472.43		\$ 472.43	
142923230063	1027 ROSELAWN AVE W	84.00	\$ 2,967.72		\$ 2,967.72	
142923320056	1030 W ROSELAWN AVE	13.35	\$ 471.66		\$ 471.66	
142923230064	1031 ROSELAWN AVE W	120.00	\$ 4,239.60		\$ 4,239.60	
142923320057	1048 ROSELAWN AVE W	93.34	\$ 3,297.70		\$ 3,297.70	
142923320058	1056 ROSELAWN AVE W	83.33	\$ 2,944.05		\$ 2,944.05	
142923320059	1064 ROSELAWN AVE W	88.33	\$ 3,120.70		\$ 3,120.70	
142923320103	1074 ROSELAWN AVE W	155.10	\$ 5,479.68		\$ 5,479.68	
142923230121	1048 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230104	1049 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230120	1050 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230105	1051 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230119	1056 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230108	1057 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230118	1058 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230109	1059 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230117	1064 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230110	1065 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230116	1066 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230111	1067 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230112	1073 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230113	1075 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230114	1081 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230115	1083 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
152923410001	1110 ROSELAWN AVE W	100.50	\$ 3,550.67		\$ 3,550.67	
152923410002	1116 ROSELAWN AVE W	84.23	\$ 2,975.85		\$ 2,975.85	
152923410003	1124 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140089	1125 ROSELAWN AVE W/ 1943 LEXINGTON AVE N	155.1	\$ 5,479.68		\$ 5,479.68	
152923140084	1129-1131 ROSELAWN AVE W	73.36	\$ 2,591.81		\$ 2,591.81	
152923410004	1132 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140083	1133 ROSELAWN AVE W	115.00	\$ 4,062.95		\$ 4,062.95	
152923410005	1140 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410006	1146 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410007	1154 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140082	1155 ROSELAWN AVE W	214.67	\$ 7,584.29		\$ 7,584.29	
152923410008	1160 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	

09-02 Roselawn Avenue Reconstruction Project
Preliminary Assessment Roll
08/11/10

Attachment C

Total assessable project cost \$ 990,436.71
Total Frontage (feet) 7,009.32 feet
Assessment Rate (100%) \$ 141.30
Assessment Rate (25%) \$ 35.33

PIN	Property Address	FRONTAGE	Assessment	Sanitary Sewer	Total	NOTES
152923410009	1168 ROSELAWN AVE W	77.00	\$ 2,720.41		\$ 2,720.41	
152923410010	1174 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410011	1182 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410012	1190 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
152923410013	1210 ROSELAWN AVE W	97.27	\$ 3,436.55		\$ 3,436.55	
152923410014	1214 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140093	1215 ROSELAWN AVE	487.66	\$ 17,229.03		\$ 17,229.03	Roseville Lutheran
152923130129	1225 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923420001	1230 ROSELAWN AVE W	106.76	\$ 3,771.83		\$ 3,771.83	
152923130128	1233 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130138	1235 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420002	1236 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420015	1244 ROSELAWN AVE W	88.00	\$ 3,109.04		\$ 3,109.04	
152923130126	1247 ROSELAWN AVE W	60.00	\$ 2,119.80		\$ 2,119.80	
152923130125	1253 ROSELAWN AVE W	60.00	\$ 2,119.80		\$ 2,119.80	
152923420016	1254 ROSELAWN AVE W	72.01	\$ 2,544.11		\$ 2,544.11	
152923130124	1261 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130123	1265 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130122	1275 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923130114	1285 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923130113	1289 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130112	1293 ROSELAWN AVE W	80.00	\$ 2,826.40	\$ 1,000.00	\$ 3,826.40	Replaced Sanitary Sewer Service
152923130111	1307 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130110	1311 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130108	1325 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420072	1910 DELLWOOD AVE N	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923410015	1910 FERNWOOD ST N	82.00	\$ 2,897.06		\$ 2,897.06	
152923420053	1910 HAMLINE AVE N	11.21	\$ 395.94		\$ 395.94	Corner Lot- 10% Long side
152923420054	1910 HURON AVE	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923420071	1911 DELLWOOD ST	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923420052	1911 HURON AVE	11.21	\$ 395.94		\$ 395.94	Corner Lot- 10% Long side
152923420090	1911 MERRILL ST	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
142923320104	1912 LEXINGTON AVE N	155.10	\$ 5,479.68		\$ 5,479.68	
142923320001	1915 CHATSWORTH ST N	13.35	\$ 471.66		\$ 471.66	Corner Lot- 10% Long side
142923310002	1915 VICTORIA ST N	106.11	\$ 3,748.87		\$ 3,748.87	
152923140092	1925 LEXINGTON AVE N	96.50	\$ 3,409.35		\$ 3,409.35	
152923130107	1928 HAMLINE AVE N	76.00	\$ 2,685.08		\$ 2,685.08	
142923230066	1930 LEXINGTON AVE N	150.00	\$ 5,299.50		\$ 5,299.50	Corner Lot Short side
152923140094	Bruce Russell Park	186.33	\$ 6,583.04		\$ 6,583.04	OL=((134+318.8+454.23)/2)/84506.4

Totals 7009.32 \$ 247,639.13

ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 8/16/2010
ITEM NO: 12.C

Division Approval:



City Manager Approval:



Item Description: Request by MN Irrigation Distribution Center to approve outdoor storage of irrigation equipment and supplies at 1450 Co. Rd. C as an INTERIM USE (PF10-014)

1.0 REQUESTED ACTION

Minnesota Irrigation Distribution Center (MIDC) is requesting approval of the outdoor storage of irrigation system supplies at 1450 County Road C, as an INTERIM USE, pursuant to §1013.09 (Interim Uses) of the City Code, in order to account for the existing nonconforming use.

Project Review History

- Application submitted: April 1; determined complete; April 15, 2010
- Extended review deadline: August 24, 2010
- Planning Commission recommendation (6-0 to approve): May 5, 2010
- Project report prepared: August 6, 2010
- Anticipated City Council action: August 16, 2010

2.0 SUMMARY OF RECOMMENDATION

The Planning Division concurs with the recommendation of the Planning Commission to approve the proposed INTERIM USE, subject to certain conditions; see Section 8 of this report for detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a resolution approving the proposed INTERIM USE, pursuant to §1013.09 (Interim Uses) of the City Code, subject to conditions; see Section 9 of this report for detailed action.

4.0 BACKGROUND

4.1 The subject property is zoned Light Industrial (I-1) District, and the recently-adopted Comprehensive Plan changed the land use designation of this property from Industrial to High Density Residential.

4.2 On July 15, 1963 the Village Council approved a Special Use Permit (SUP) for the property, allowing lumber to be stored on the property in a concrete shed and requiring the installation of an 8-foot tall screening fence 20 feet north from the property line shared with the abutting residential properties to the south. This appears to be the only formal approval for the property, since a subsequent application in 1996 for a Conditional Use Permit (CUP) pertaining to a truck rental business was withdrawn in part, it appears, because of the heightened screening requirements in the Planning Commission's recommendation to approve the request.

5.0 INTERIM USE APPLICATIONS

Section 1012.09 (Interim Uses) of the City Code establishes the regulations pertaining to INTERIM USES.

5.1 Section 1012.09A states: *The City Council may authorize an interim use of property. Interim uses may not be consistent with the land uses designated on the adopted Land Use Plan. They may also fail to meet all of the zoning standards established for the district within which it is located.*

5.2 Section 1012.09B states: *The City Council may attach conditions to Interim Use Permits [sic]. In reviewing [such] applications, the City will establish a specific date or event that will terminate the use on the property. The Council will also determine that the approval of the interim use would not result in adverse effects on the public health, safety, and general welfare, and that it will not impose additional costs on the public if it is necessary for the public to take the property in the future.*

5.3 An applicant seeking approval an INTERIM USE is required to hold an open house meeting to inform the surrounding property owners and other interested attendees of the proposal, to answer questions, and to solicit feedback. The open house was held on March 25, 2010; summaries of the open house meeting are included with this staff report as Attachment C.

6.0 STAFF COMMENTS

6.1 Despite the 1963 SUP which required the enclosure of the stored items and the fact that the zoning code has always prohibited outdoor storage in I-1 districts, materials have come to be stored outdoors on the property. It's likely that the transition from indoor to outdoor storage occurred gradually on this property and, over time, intensified to a point that prompted complaints from neighboring property owners. Since Roseville does not employ enough Code Enforcement Officers to actively seek out code violations and correct them as they begin, the City relies on complaints to bring attention to code violations; this arrangement is reasonably successful and comparatively inexpensive. The current case exposes a weakness of complaint-driven code enforcement, however; once the outdoor storage on this property had grown to a level that prompted complaints, the use had become a financially important component of the business. To simply require the

62 removal or cessation of the nonconforming use would effectively put the business owner
63 out of business.

64 6.2 At this point, the City is faced with the ongoing challenge of regulating a nonconforming
65 use which, by definition, is already outside of the City's regulations. Until this spring,
66 equipment and vehicles that were unrelated to MIDC's business were also being stored
67 on the property, and the applicant has cooperated with Roseville's Code Enforcement
68 staff to remove those materials from the property in preparation for this application;
69 current photographs of the property are included with this staff report as Attachment D.
70 Through the INTERIM USE approval process, the City and the property owner can
71 formalize the requirements and expectations on the property in a way that provides more
72 certainty for the property owners, more clarity for the neighbors, and a greater ability for
73 the City to enforce the approved provisions.

74 6.3 Interim uses typically represent departures from what is allowed by the normal zoning
75 requirements; in this case, the outdoor storage is inconsistent with the existing I-1 zoning
76 and the Comprehensive Plan land use designation. Temporary approval of the INTERIM
77 USE can ensure that the approval expires on a pre-determined date or when the use is
78 discontinued, whichever comes first. Since MIDC has occupied the property for a long
79 time and intends to remain for the foreseeable future, Planning Division staff
80 recommends approving the INTERIM USE with the maximum duration of 5 years. If the
81 respective owners of the business and of the property agree that the use should continue
82 beyond the 5-year limit, they may apply for renewed approval of the INTERIM USE.

83 6.4 The site plan illustrating the proposed arrangement of irrigation supplies and delivery
84 vehicles, included with this staff report as Attachment E, shows a 20-foot separation
85 between the existing fence and the proposed stacks of pipe material. Outdoor storage uses
86 in General Industrial (I-2) Districts are required to be screened to a height of at least 8
87 feet by opaque fences or walls. The existing fence meets that height standard and has the
88 20-foot setback from the rear property line required by the village Council in the 1963
89 SUP.

90 **7.0 PUBLIC HEARING**

91 7.1 The duly-noticed public hearing for this application was held by the Planning
92 Commission on May 5, 2010; minutes of the public hearing are included with this staff
93 report as Attachment G. The bulk of the conversation focused on the ongoing struggles of
94 screening and regulating the nonconforming outdoor storage use and determining how
95 best to provide adequate screening into the future. In addition to the public comment
96 provided at the public hearing, written communications received regarding this request
97 are included with this staff report as Attachment F.

98 7.2 The City Council considered the request on May 24, 2010. Residents from the
99 neighborhood to the south were present and raised concerns about the lack of adequate
100 screening. Subsequently, the City Council tabled action on the request for further
101 information about the proposed screening plan and the pending code enforcement action

102 **8.0 RECOMMENDATION**

103 8.1 Since the May 24th meeting, staff has met with the neighbors and the applicant to create a
104 mutually agreeable screening plan. Staff believes that an effective screening plan has

been arrived at with the applicant planting a total of 14 trees on the properties located at 1447, 1455 and 1463 Rose Place, the future replacement of trees within the buffer zone on the applicant's land, and the addition of a 12-inch lattice on top of the existing 8-foot screening fence. (See Attachment H). Staff is proposing that an approval of the request require that the applicant install the screening as described in Attachment I.

8.2 In regards to the pending code enforcement action, the City Council authorized the issuance of a court citation on January 25, 2010 for the property owner of 1450 County Road C for several violations of city codes, including outdoor storage of materials, parking of inoperative/unlicensed vehicles, and semi-trailers being used for storage. Since the issuance of the court citation, the owner has removed the inoperative/unlicensed vehicles, the semi-trailers used for storage, and all materials stored outside that were not related to the existing business (MIDC). Thus the applicant has complied with the original code enforcement action, with the exception of the outdoor storage of materials related to the MIDC's business. The property owner is requesting Interim Use approval to allow for MIDC's materials to continue to be stored on the property. If the INTERIM USE is approved, the applicant will be in compliance with regulations and the City will drop court action. The next court hearing is in November, 2010.

8.3 Therefore, based on the comments and findings outlined in Sections 4-7 of this report and previous testimony, the Planning Division recommends that the City Council approve the proposed INTERIM USE, allowing the continuation of the outdoor storage use, subject to the following conditions:

- a. Vehicles, equipment, and other materials stored outdoors shall be limited to items (like delivery vehicles, skid steer loaders, PVC pipe, coiled polyethylene pipe, valve control boxes, etc.) used in MIDC's business;
- b. Stacks of materials shall be neat and orderly, shall not exceed 6 feet in height, and shall be generally located as shown on the site plan reviewed with the INTERIM USE application;
- c. Sheds and other portable storage containers or trailers used for the same purpose shall not be allowed;
- d. The proposed cedar fence shown on the site plan along the northern boundary of the property shall be located at or behind the front building setback line;
- e. The property owner shall implement the screening plan as identified in Attachment I by November 1, 2010, which includes the applicant planting a total of 14 trees on the properties located at 1447, 1455 and 1463 Rose Place. The applicant shall warrant and replace as needed the trees on the residential properties for a period of two years following installation after which time, the trees are the sole responsibility of the residential property owners.
- f. As identified in Attachment I, the property owner shall be responsible for permanent maintenance and replacement of the screening (trees and fence) on his property within the existing 20-foot buffer zone and is required to put up a 12-inch lattice on top of the existing 8-foot screening fence; and

147 g. This approval shall expire on August 17, 2015 or upon the discontinuation of the
148 outdoor storage use or the departure of the present irrigation supply business,
149 whichever comes first. The outdoor storage use shall only be continued beyond
150 May 31, 2015 with renewed approval of the interim use; application for renewal
151 should be made by June 1, 2015 to ensure that a renewed approval may be
152 granted prior to August 17, 2015.

153 **9.0 SUGGESTED ACTION**

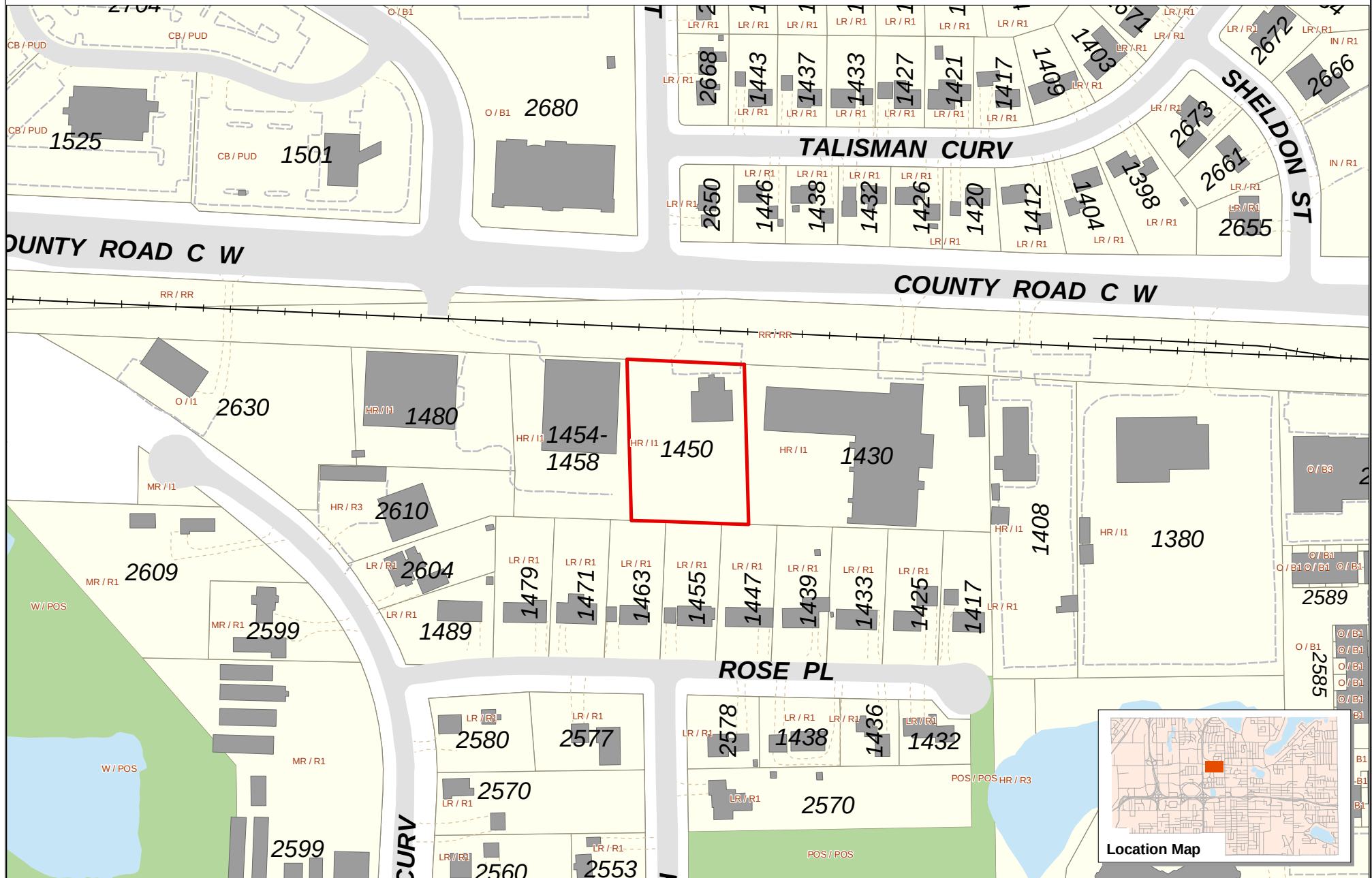
154 **Adopt a resolution approving the proposed INTERIM USE** for Minnesota Irrigation
155 Distribution Company to allow the outdoor storage of irrigation supplies at 1450 County
156 Road C, based on the comments and findings of Sections 4-7 and the conditions of
157 Section 8 of this report.

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

Community Development Director Patrick Trudgeon (651-792-7071)

Attachments:	A: Area map	E: Site plan
	B: Aerial photo	F: Public communications
	C: Open house meeting summaries	G: May5, 2010 Planning Commission public hearing minutes
	D: Site photos	H: May 24, 2010 City Council minutes
		I: Screening Plan dated August 2, 2010
		J: Draft resolution

Attachment A: Location Map for Planning File 10-014



Prepared by:
Community Development Department
Printed: April 23, 2010



Site Location

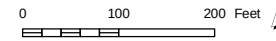
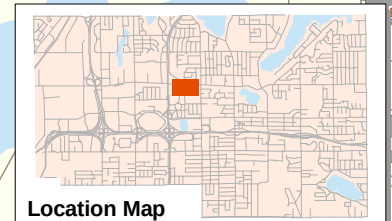
Comp Plan / Zoning
Designations
LR / R1

Data Sources

* Ramsey County GIS Base Map (3/30/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development 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 exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. 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.



mapdoc: planning_commission_location.mxd

Attachment B: Aerial Map of Planning File 10-014



Prepared by:
Community Development Department
Printed: April 27, 2010

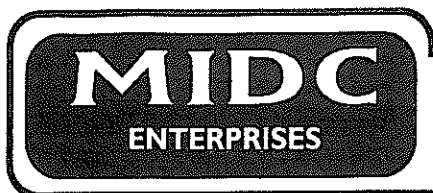


Site Location

Data Sources
* Ramsey County GIS Base Map (3/30/2009)
* Aerial Data: Kucera (4/2009)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
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FULL SERVICE WAREHOUSE: 1450 WEST COUNTY ROAD C • ROSEVILLE, MN 55113 • (651) 633-9416 • FAX (651) 633-1709
Website: www.midc-ent.com

March 29, 2010

Interim use permits for 1408 W. Co. Rd. C.

The Public Review Meeting Was Held On Thursday March 25th At The Roseville City Hall Aspen Room At 6:00pm.

Attendee's were as follows:

Marlene & Toney Meehan	1489 Rose Place, Roseville, MN
Norma cooper	1471 Rose Place, Roseville, MN
Molly Redmond & Steve Ring	1455 Rose Place, Roseville, MN
Larry Bittner	1439 Rose Place, Roseville, MN
Shirley M. Pelzer	2650 N Pascal St, Roseville, MN
Jan Anderson	1437 Talisman Curve, Roseville, MN
Linda Fearing	2578 N. Pascal Street, Roseville, MN
Scott Wicklund	1450 W. County Road C, Roseville, MN

The informal meeting seemed cordial, discussion ranged from the utilities along County Road C at Hamline to the trees that were killed by the ground hog behind 1450. Molly Redmond whose property abuts this area indicated she could see over the replacement trees and new ten foot cedar fence recently installed and requested a 15 foot fence. Molly was offered some planting for her yard which will offer more future protection to which the response was favorable. The informal meeting broke up approximately 7:15pm.

Respectfully,

Dwayne Albrecht



Meeting March 25, 2010
Summary submitted by Molly Redmond

Convened by Dwayne Albrecht--landowner 1450 W Cty Rd C, and Scott Wicklund, MIDC business owner at that site, following notice to property owners within 500 feet of the property.

Present: Tony & Marlene Johnson, Mrs. Cooper, Molly Redmond & Steve Ring, Linda Fearing, Larry Bittner, 2 residents from N. of Cty. Rd. C (I did not catch their names, but they did sign Scott's list.)

Permit Request Explained

Mr. Albrecht explained re the Qualified Special Use Permit he is applying for on the MIDC property. It would allow open outside storage, and that is the only exemption to the zoning code that is being requested...ie, noise regulations & setback & maintenance of the front of the property would still be complied with.

These permits are automatically reviewed by the City every 5 years, and can also be rescinded by the City before the 5 year review if the City determines there's a problem.

Mr. Albrecht was not aware of where in the City his permit application would go for review--ie, what standing Committee, or would it go right to City Council.

Problems mentioned by the neighborhood residents:

1. Residents north of County C were primarily concerned with how the property looked & is kept up on the front (ie, County Rd C) side--appearance of buildings, front of the lot, etc.
2. Residents south of the property were concerned about the problems of visual blight, which are made more complicated by the fact that their residences are built on a hill, and thus a standard 8-foot privacy fence is of minimal help for screening, as the slope's rise is higher than 8 feet, so they look OVER the fence, and see all the equipment being stored.

The screening problem is further complicated by the fact that the pine trees planted several years ago on the industry side for screening, as mandated by Roseville when the area was first developed, are dying off. None were replaced until Fall, 2009, when the 8-foot privacy fence was installed.

In addition, the landowners have cleared out a lot of brush over the years: though the landowner was improving his property, the brush had actually been providing fairly effective screening, especially for the 1455 Rose Place property directly behind MIDC.

Screening issues are especially important for the 3 contiguous properties (Redmond/Ring, Nickelsen, Sorenson) with impact on the Bittner property, also. There is a large gap in the area behind Redmond/Ring (1455 Rose Pl) in which the tall evergreens have died, and they look directly into the western 40% or so of the MIDC yard. (Because neighbors Sorenson and Nickelsen weren't able to attend the meeting, their sightlines should also be reviewed.)

In addition, neighbors did not rule out the idea of fencing-type screening near the stored items, rather than the Code-required roofed buildings.

3. One resident made the point that the area has not been in compliance with the screening/visibility issue since the previous owner (Hale?) had sold Mr. Albrecht the property. This has led to concern of the neighborhood re follow-through regarding solutions.

4. Property values are of very high concern to the residents. There is a history of some of the properties appealing their assessments to Ramsey County during a previous dispute re industry compliance with City codes and having the assessor agree with them and having their property taxes lowered. Although this was not the now-Albrecht property, it was the property to its immediate east--which is why there is high concern.

Suggested Solutions

Three possibilities were discussed, which could possibly be looked at in some combination:

1. Vegetation--trees/shrubs on the residential properties to form a living screen. Mr. Albrecht said that his landscape business could provide the trees. This has the advantage of replacing trees still alive, but in decline, and is an investment in preventing future problems with the sightlines, too.

2. Fence screening. Currently the 8' privacy fence is right up against an 8' cyclone-type fence. Could either fence be higher, or have additional height added that might be woven with strips to provide more screening to the residences on the slope above it? Mr. Albrecht's conversations with the City seem to indicate a fence over 8' would not be approved.

3. Management of where different items are stored on the property. Perhaps there is a way for Mr. Wicklund to review where on his lot different equipment is stored, with an eye to which ones might be less disruptive to a sightline, and still not inconvenience or complicate his access to them.

Questions to be answered by the City:

1. Can approval of the Permit request actually be based upon contingencies/actions written into the permit that attempt to solve problems noted above?
2. What kinds of trees/shrub combinations might give the best short-term and long-term solutions for screening?
3. Would the City approve a higher fence if that seemed a good partial solution?
4. Where does the permit go once Mr. Albrecht submits it—Committees, etc?
5. What, then, is the process/timetable for review, comments, and decision making?

Next Steps:

- Meeting participants were amenable to working together towards solutions.
- Residents are quite firm re wanting a detailed plan for solutions put together before they would agree not to fight the zoning exemption.
- We need information from the City, per above list of questions.
- We need to schedule a time with Mr. Albrecht & Mr. Wicklund for looking at the sightlines from each other's properties to see if we get some other ideas for problem solving that way.

Photos within the property



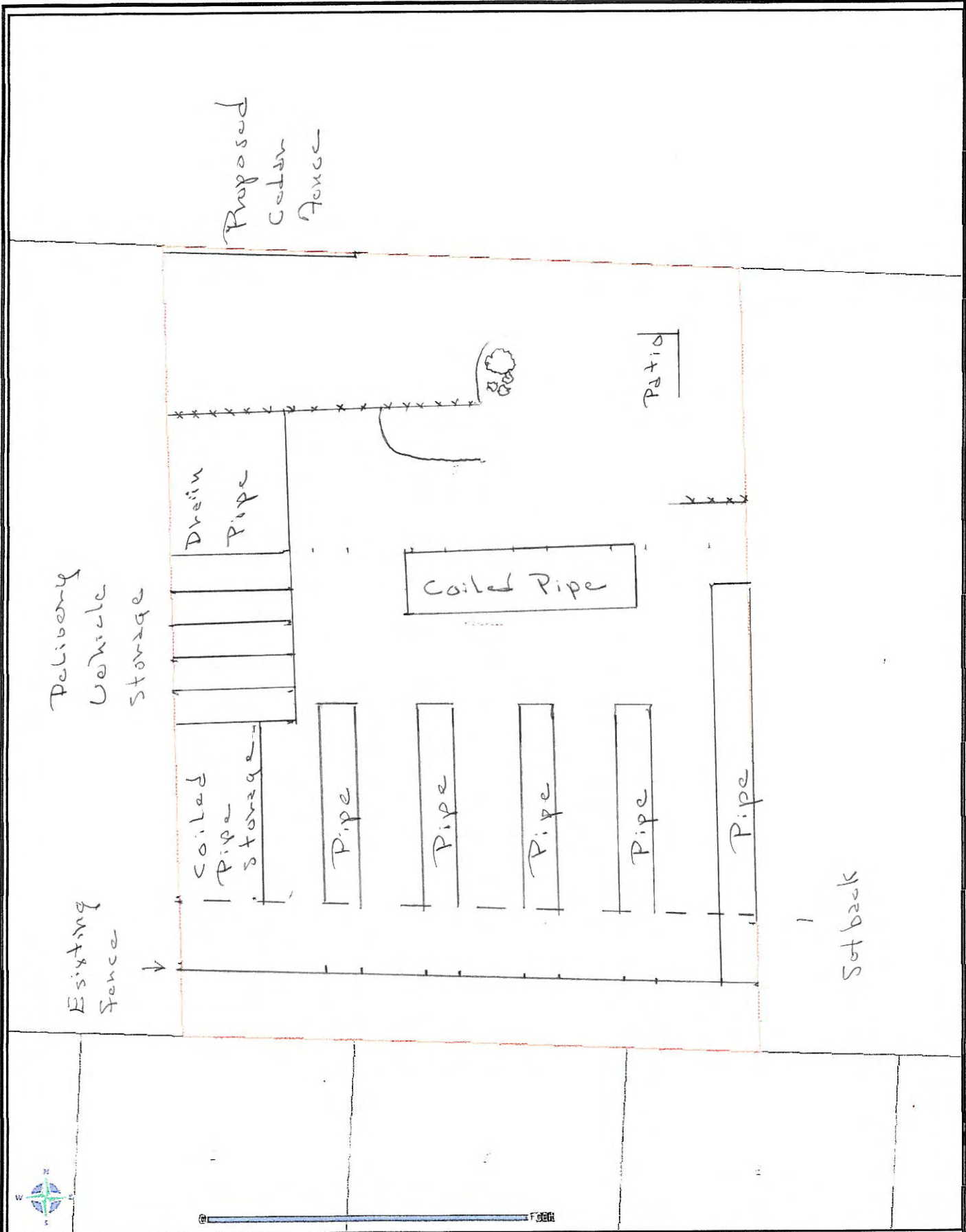


Photos from the residential property to the south

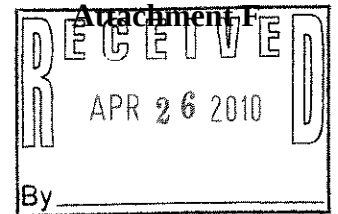




1450 W. Co. Rd. C



Please Note: I can provide the online version of this letter if it would be helpful.
Molly Redmond 651-633-2743 certhia1@gmail.com



To: The Roseville Planning Commission
From: Steven Ring and Margaret (Molly) Redmond home owners, 1455 Rose Place
re: Request from MN Irrigation Distribution Center for Interim Use Permit for outdoor storage of equipment
April 26, 2010

Of the 4 properties directly affected by this permit request, ours is the most affected, as our total northern boundary borders the MIDC property. We are extremely concerned that this deviation from City Code 1007.015 prohibiting open storage bordering residential areas has the potential to seriously reduce our property values.

1. SPECIAL CIRCUMSTANCE

Our house--as are about 4 others-- is on a slope--probably about 12-14 feet elevation difference from the level of the MIDC property. Thus, the 8-foot privacy fence installed by industry Fall, 2009, does NOT provide the screening needed. We look over most of it.

The history noted briefly below has made many of us extremely skeptical about this request, and, as noted, worried that our property value will plummet.

We still believe mitigation efforts can be worked out--in advance-- that will not compromise Mr. Wicklund's business.

Thus, in order to support the Interim Permit Variance Request, we would like to see some concrete requirements written into the permit.

2. SPECIFIC MITIGATION MEASURES REQUESTED

Specifically, we would like to see:

- A. A height increase in the privacy fence of 2 feet.
- B. Mr. Albrecht suggested that he could provide trees for the residence owners on our side of the boundary. We would like to have (on our side of the line) 6-to-7 foot evergreens--probably spruces, especially in the "holes" that exist in the current line of evergreens. For Redmond/Ring, we'd want at least 2 of these. (Nicholsen's also would be helped by two.) We would like these trees "guaranteed" to live & grow for 5 years. We would certainly commit to watering them.
These should be installed by August 1, 2010
- C. In fall, 2009, Mr. Albrecht installed a few evergreens on his property, south of the fence. We would like to see those trees "guaranteed" and, if necessary, maintained, ie, watered. If they die, they should be replaced within a season. We would consider doing the watering, but want clarity here.
- D. As the older evergreens in the original visual barrier required by the City decline, Mr. Albrecht should be replacing them in a timely manner--ie, within a season.

Other:

- A. The Roseville City Forester has suggested a hedge-type evergreen planting of Canadian Hemlock, Summer Snow variety cultivar--which grows to 15-20 feet, as being a possible solution or part thereof. This has not yet been explored.

B. Also not explored: are there some patterns of materials storage on the actual site which might work equally well for Mr. Wicklund, and present less visual impact to the residences?

3. BRIEF HISTORY

There is a very long history of problems with this property meeting City Codes, dating from the Albrecht acquisition. Prior owner did not have stored equipment visible to the residential area, due to (1) visual barrier of evergreens required by Roseville. This was a City prerequisite to protect residential integrity when the area was originally developed from fields to light industry; (2) the use of stockade-type fencing to screen the storage, which was primarily right near the building; (3) a substantial amount of shrubs and bushes, most of which appeared to have popped up in a random, unplanned way, but were very effective screening.

When the Albrechts acquired the property, they removed the stockade-style fencing, removed the brush, and did not replace the original evergreens, which were starting to die or be blown over. In addition, they installed a cyclone-type fence 15 feet north of the property line, for which they trimmed the evergreens to about 9 feet up, thus removing more screening.

Plus, they stored substantial amounts of materials right up against their fence.

Periodic approaches to the City to ameliorate this problem of what we see from our houses have been ineffective, despite the City planning at various stages for a berm, plantings, requests that the City enforce the "no storage" 40 foot residential/industry interface. Plus, over the years, and through several different City officials, we have never received any coherent answer as to why the City does not enforce its own code re these interfaces, as in City Code 1007.015.

Property values are of very high concern to the residents--especially given the current decline in residential property values. There is a history of some of the residents successfully appealing their assessments to Ramsey County during a previous dispute re industry compliance with City codes. (Although that industry was not the now-Albrecht property, it was the property to its immediate east--which is why there is high concern.)

We can provide the Planning Commission with an extensive historical perspective, including many photos from the past 20 years or so, if requested, regarding situations of non-compliance with City codes.

4. CONCLUSION

We would like to see a workable agreement. However, in order for us to feel granting this variance is compatible with our residential quality and value, we need to see specific performance requirements built in, with commitments from the owner. We'd like to feel that the City has the ability to enforce this, too.

Subject: M & D C

Dear Brian,

I am writing in regard to M & D C's request for more out-side storage. I believe that it would be much more of an eye-sore than now!

The branches of the ever-green tree branches, were trimmed up when the new fence was put up. Also branches were trimmed behind my fence! We now have a clear-view of the white warehouse, and of M & D C's storage (outside)!

I am afraid that the value of our property will decrease because of these things!

I urge you to get on this, to improve these conditions!

Larry Bitter

5/19
cc Pat T
Mark G.
Council

May 18, 2010

Dear Mayor Klausing,

Attached is a note from my spouse, Steve Ring, and me, regarding a pending matter for the May City Council meeting. We are quite concerned about the effect on our property value—which is, as it is for most people, our primary asset.

We do believe an accommodation can be reached, but don't believe that City staff have looked carefully enough at possible mitigation measures, and have some specific requests enclosed.

Sorry the summary is kind of long. This residential/light industry interface has a lot of troubled history.

We can be reached at 651-633-2743. We will not be home Friday 5/21 until Sunday evening, 5/23. We will, however, be checking our voice mail.

Thank you for your consideration of our problem.

Sincerely,



Molly Redmond & Steve Ring
1455 Rose Place
Roseville
651-633-2743

To: The Roseville City Council

From: Steven Ring and Margaret (Molly) Redmond home owners, 1455 Rose Place

re: Request from MN Irrigation Distribution Center for Interim Use Permit for outdoor storage of equipment

At the Planning Commission Meeting May 5, the Commission recommended passing the request for a 5-year interim use permit, with specific additions regarding timing and performance added to the original staff report--which had contained no metrics for implementation nor target dates.

Before this is approved by the City Council, we would like to make a complaint, and 3 specific requests. Our interest is: of the 4 properties directly affected by this request, ours is the most affected, as our total northern boundary borders the MIDC property. We are extremely concerned that this deviation from City Code 1007.015 prohibiting open storage bordering residential areas has the potential to seriously reduce our property values.

We have no desire to compromise Mr. Wicklund's business. Thus, in order to support the Interim Permit Use Request, we would like to see some concrete mitigation requirements written into the permit, plus have further consideration on how the requirements will be arrived at.

SPECIAL CIRCUMSTANCE

Our house--as are about 4 others-- is on a slope--probably about 12-14 feet elevation difference from the level of the MIDC property. Thus, the 8-foot privacy fence installed by industry Fall, 2009, does NOT provide the screening needed. We look over most of it.

Most of the real screening is provided by a 15-foot "buffer" strip of evergreen trees along the MIDC property's south boundary. This area of alternating spruces and jack pines was mandated by the City in (we believe) the 1960's, when adjacent properties were granted permission to develop from pastureland. This vegetative screen is in decline: many trees have died, and gaps are prominent and increasing.

THE COMPLAINT

We don't feel the current recommendation is strong enough to protect our property values. This is partly because the recommendation from City Planning comes without Mr. Lloyd or Mr. Paschke viewing the industrial property from our side of the boundary--ie, from the hill--from both the back yard and our north windows. As stakeholders in the outcome of the MIDC request, we find this very, very troubling. And, frankly, it makes us suspicious that there is no real City commitment to follow-through, or oversight.

I give more detail on our specific issues--especially the current request--at this at the end of this letter. Frankly, much of our concern comes from our neighborhood's long history of our efforts to get the City to enforce the letter and/or the spirit of its own codes--which supposedly protect residential properties.

For the purposes of summarizing the history, for 25 years this Rose Place neighborhood has dealt with the City and been filing complaints re violations about noise, visual blight, odors, huge piles of snow brought in from elsewhere and flooding our yards (photos available), vibrations from 24-hour metal stamping (ie, heavy industry operations), and failure to maintain the vegetative screening. Residents abutting the industries who have complained to the City over the years include Redmond/Ring, Wadnal, Nickelsen, Bittner, Koehler/Muldar, Walter, Lee, McLeod, and others (plus neighbors who have signed petitions due to their concerns about the neighborhood as a whole).

Before we purchased our property in 1982, we checked the City codes re this residential/light industry interface. We talked with City staff, who assured us that these codes were enforced. After 28 years, and working with many City staff (Beseth, Jopke, Waldron, Sarkozy, Falk, Strand, Lloyd, etc), we conclude that our neighborhood and its residential values are, in reality, of much lower priority than the City claims.

REQUESTS

As noted above, we feel we can reach an accommodation which will allow Mr. Wicklund to continue his outdoor storage, and bear him no ill will.

1. However, we would like the City to require that any mitigation plans be looked at from the residential property as well as the business property. It seems like an obvious part of planning & recommendations, especially with the hill involved, but has not happened yet.
2. We would like to be able to be part of the group considering vegetative screening, per the Planning Commissions directive. Perhaps that way a more balanced picture of the needs and options can be presented. In addition, Mr. Lloyd said he did not know much about different types of vegetation possibilities. Molly has some background in this.
3. We would like the possibility of the addition of 2 feet to the new 8 foot privacy fence along our northern boundary revisited--by someone from the City who actually looks at it from our property, and someone who has the engineering credentials to evaluate that feasibility.

SPECIFICS OF COMPLAINT/SOME HISTORY

Regarding the Conditional Use Permit Request--here are some current and past reasons for our high level of concern.

A. OMISSION IN CURRENT REPORT: The City staff's report to the Planning Commission does not even mention that our residence, and 4 others, are on a hill about 12 feet above the MIDC property. There is ample record of this hill in our communications with the City over the last 20+ years. We find it inexplicable that this was not considered, nor mentioned.

B. RECENT PRIVACY FENCE, AUTUMN 2009: At the instigation of the City, an 8-foot privacy fence was installed in Fall, 2009, along the south margin of industry interface with the neighborhood. This fence was installed without notification of the homeowners. Again, we believe it was installed without City Staff actually visiting the homes on the hill.

This is important because, when Molly asked Mr. Lloyd in a meeting on May 4, whether a mitigation measure might be to extend the height of the fence behind us to 10 feet, he said the City had just ordered the 8 foot fence, and it didn't seem right to ask the industry to make a change.

Well, it does not seem right to us that the City did not do its homework by visiting the neighborhood and taking the hill into consideration, and then just assuming the residents should take the consequences for the City's omission.

C. MARGINAL GOOD FAITH FROM INDUSTRY RE TREE SCREENING: The existing vegetative screen is/was made up of spruce and jackpine, mentioned above. It has deteriorated substantially, due to tree loss from wind, disease, etc. Repeated requests to the City to have the vegetative barrier kept up have gone nowhere. There are now some serious gaps in the screening--though we've planted some spruces on our side (seen in 2010 photo).

In 1996, there was another Variance Request from the MIDC property. At that point, the request was granted, contingent on strong mitigation measures to protect the neighborhood via use parameters and screening. This included strong vegetation planning, plus a possible berm. MIDC later withdrew its request.

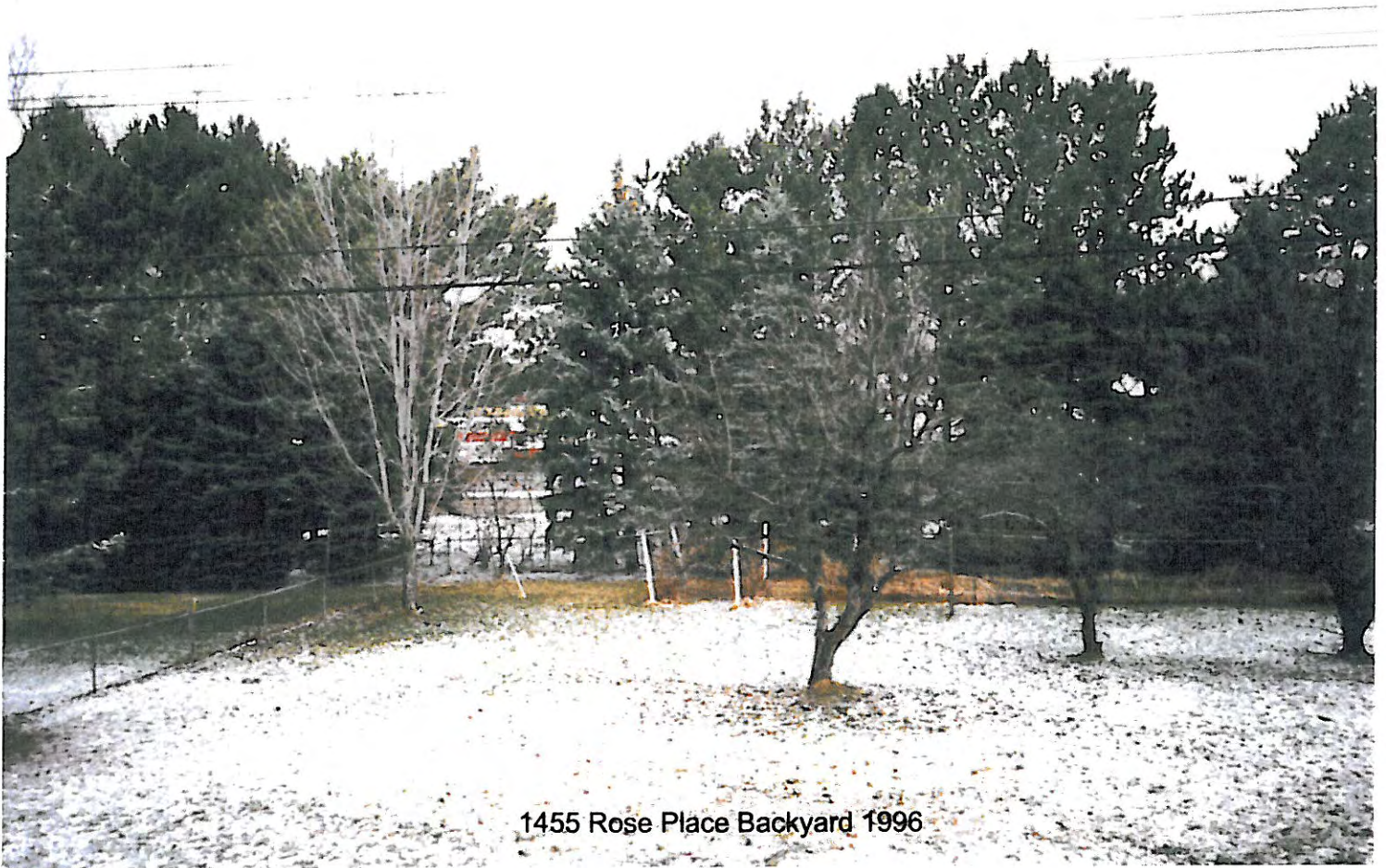
Enclosed are 2 pictures of MIDC from property...One is from 1996, and one from 2010. You can just see one of the 3 pines that Mr. Albrecht planted in 2009 (the small one in the gap)...it will be years before they achieve screening height. And, in the 14 years, the gap has gotten worse. Those 3 trees are the only plantings on the industry side in 14 years...

It seems to me that this says a lot about the City's lack of commitment to its residents.

D. IGNORING THE STAKEHOLDERS: Another mark of the City's inability to listen to its stakeholders: Mr. Albrecht had specifically suggested at his information meeting in April that he could help with plantings on the residential property. This offer was ignored by City staff. In fact, their original Staff report would mandate that all screening be to the north of the industry fence. When questioned about this in the Planning Meeting, City staff repeatedly said that, basically, the residents could not be counted on to maintain them (on their own properties)--this after Molly told the Committee that she has been watering the industry's trees (in the 15-foot buffer) faithfully for 20-plus years, and had offered (in writing) to do the same for the 2 new trees Mr. Albrecht installed in 2009.

How does the City not see that it is in the economic self-interest of the residents to work with the industry? How does the City have such great trust in the industry--and none at all in the good sense of the residents?

E. REAL EVIDENCE OF FINANCIAL HARM: At one point--1991, in one of the code disputes with the City, 2 families decided to see if we could get our County Property Taxes lowered. We did this to see if an outside agency would validate that the City's lack of enforcement had an economic impact. We succeeded in having our taxes lowered. It's probably time to re-file a similar request.



1455 Rose Place Backyard 1996



1455 Rose Place Backyard 2010

Request by Minnesota Irrigation Distribution Center (MIDC) to approve outdoor storage of irrigation equipment and supplies at 1450 County Road C as an INTERIM USE

Chair Doherty opened the Public Hearing for Planning File 10-014 at 6:37 p.m.

Associate Planner Bryan Lloyd reviewed staff's analysis of the request by MIDC for outdoor storage of irrigation system supplies as an INTERIM USE in order to account for the existing nonconforming use.

Mr. Lloyd advised that an INTERIM USE approval would allow better regulation and enforcement of those items currently being stored outdoors on this site; address long-term and ongoing complaints of adjacent residential property owners; and provide the City's Code Enforcement staff to address continuing non compliance challenges on this site.

Staff recommended approval of the requested INTERIM USE for MIDC to allow the outdoor storage of irrigation supplies at 1450 County Road C, based on the comments and findings of Sections 4-6 and the conditions of Section 7 of the Request for Planning Commission Action dated May 5, 2010.

Mr. Lloyd advised that the language of Condition E of Section 7 of the requested action was left intentionally broad to provide staff to work with the property owner for creation and implementation of a screening plan, but intended for completion this summer or early fall, and would be refined further prior to the action moving forward to the City Council.

Discussion included specific location of fences in relationship to storage of materials; type of materials being stored; setback requirements related to the fences and storage materials; height of fence and/or vegetation and trees to adequately screen the commercial property from residential properties; rationale for staff's recommended Condition C related to excluding sheds and other portable storage containers and preference for a building addition to accommodate indoor storage requirements; and confirmation that the trucks and trailers were not being stored on this property.

Mr. Lloyd displayed photos of the site taken on May 4, 2010, showing Albrecht materials and equipment, noting that the boat stored on site had since been removed.

Further discussion included complications with the fence and maintenance of vegetative screening; condition of mature evergreen trees helping to screen the property; past maintenance by the property owner and/or adjacent residents; and the inability of the City to require the cooperation of adjacent property owners in maintaining the property of the applicant.

Member Wozniak noted that the applicant's business was as an irrigation company, and that utilizing their expertise in maintaining vegetation screening their property seemed apropos.

Applicant Representatives:

Dwayne Albrecht (husband of property owner), 1408 West County Road C

Discussion among Mr. Albrecht and Commissioners included specific materials, equipment and vehicles on site; difficulty in determining which property was under discussion and impacted by this land use request

Mr. Albrecht stated that there was now less equipment than indicated in those pictures included in the staff report; that the boat had been removed, as well as extra cyclone fence rolls; and the original involvement of MIDC in modular retaining wall installations, but their current marketing of those remaining materials with the current economy, and their refocus on pipe and irrigate supplies. Mr. Albrecht alleged that some captions on the pictures were inaccurate; and that City staff interviewed a short-term employee on site who was unclear as to what materials belonged to whom and where. Mr. Albrecht advised that the pipe supply shown along the west fence was purchased by Albrecht from MIDC in truckload quantity, and paid for over time and

Attachment G

as used, but that their commitment was to purchase an entire truckload for cost efficiencies, similar to other vendors utilized by the firm (i.e., John Deere and fuel vendors) to ensure better prices on larger quantities.

Scott Wicklund, 1450 W County Road C, Proprietor of MIDC Enterprises/ Distributors of Professional Irrigation & Landscape Supplies (Full Service Warehouse)

At the request of Member Wozniak, Mr. Wicklund confirmed that the proposed storage diagram provided by the applicant and part of the report was a fairly accurate depiction and was typical of on site storage. Mr. Wicklund advised that the materials stored were mostly PVC pipe; green and black coiled pipe; and corrugated “poly” drain tile, with the quantity shown also typical, but dependent on the type of year, and may include a limited number of valve boxes as well.

Member Wozniak expressed concern in the applicant complying with the height of stacked materials not exceeding six feet (6’).

Mr. Wicklund noted that the staff report indicated a limit of six feet (6’), but the bulk of the outdoor storage was at or below that level; and if critical, they could comply, with some coiled plastic pipe possibly exceeding that height, but that it was not crucial that it be higher than 6 feet.

Member Gottfried suggested that the efforts of tonight’s requested action was to have less product in less space; and questioned the possibility of retaining a twenty foot (20’) setback and cedar fence and maintaining the plantings, with the property owner taking responsibility for maintaining the vegetation and fence, recognizing that maintenance efforts were limited with no available gate access.

Mr. Wicklund stated that it made sense for him to take responsibility; however, noted the difficulty in doing so with the location of the fence. Mr. Wicklund noted that, in past discussions with the residential neighbors, they had been cooperative and sought an ultimate solution; and concurred that with the residential property having a southern exposure, it may be best to plant on the south side of the barrier; with residents expressing some interest in watering those plantings. Mr. Wicklund noted that it was in everyone’s best interests if the plant materials thrived; and opined that he couldn’t see why the situation couldn’t be overcome.

When Member Gottfried reiterated previous Commissioner observations that it seemed rational for an irrigation business to provide long-term maintenance for the plantings, Mr. Wicklund stated that such an option could be explored.

Public Comment

Written comments were included in the agenda materials; as well as summaries of the open house meeting held on March 25, 2010.

Molly Redmond, 1455 Rose Place (total northern property boundary against applicant’s property)

Ms. Redmond provided written comments, included as Attachment C to the staff report. Ms. Redmond reviewed those items addressed in her written comments, including, their water bills for watering the trees on the property line over the last twenty-plus (20+) years; the willingness of the neighbors to work with the property owner for resolution of this visual blight while not impacting Mr. Wicklund’s small business; topography of the neighboring residential property and impacts with the height of the screening materials and/or fencing; a history of the development of the property and original mandate of the City of Roseville for the evergreen tree barrier between the commercial and residential parcels; current status and condition of those plantings; and concerns in maintaining their residential property values.

Ms. Redmond reiterated the desire to implement the tightest plan possible to remediate this ongoing issue that they've dealt with over the last fourteen (14) years, while ensuring that Mr. Wicklund's business remained vital.

Ms. Redmond invited Commissioners to view the Albrecht parcel from the inside of their home to have a better concept of their view; noting that one residential property was currently for sale, with comments received by the realtor expressing concerns about adjacent commercial uses.

Discussion among staff, Commissioners and the applicant included location of vegetation on the north or south side of the fence; gaps in the current privacy fence; review of the proposed screening plan from the perspective of the commercial property as well as residential properties.

Steve Ring (Molly's husband), 1455 Rose Place

Mr. Ring concurred with previous comments; however, he expressed additional concern that the proposed INTERIM USE would continue the long-term visual pollution the residents had been experiencing that was well beyond City Code acceptance and application; impacting the value of their homes. Mr. Ring noted the recent efforts of Mr. Albrecht and Mr. Wicklund in cleaning up the property prior to this requested action; however, he expressed concern that this may not be a long term effort; and requested that the City ensure residential property owners that, in the future, they would move to enforce all other City Code related to this property; and noted that Mr. Albrecht has a commercial business several parcels down from this parcel.

Mr. Ring expressed concern with the physical location and height of his property at 1455 Rose Place; and suggested another two feet (2') added to the height of the existing fence to better shield their property. Mr. Ring sought to reach an accommodation with the property owner and lessee; and suggested that the offer proposed by Mr. Albrecht at the open house to plant trees on residential properties may be a better screening solution.

Tony Mickelsen, 1463 Rose Place

Mr. Mickelsen expressed frustration in over eight (8) years of attempting to work with Roseville Code Enforcement staff on areas of concern, including issues of rubbish and noise; declining property values; inconsistencies of this property owner to comply with City Code; and the inability of staff to find resolution, and appearing to be more pro-business than pro-residential properties. Mr. Mickelsen expressed his resentment and disappointment with such appearances. Mr. Mickelsen stated that he wished to work with the property owner and lessee, and was supportive of small businesses in the community and their impact to the City's tax base; however, he asked that if they were consistently not in compliance with City Code, they eventually brought property values down. Mr. Mickelsen concluded by stating that the codes were already on the books, and asked that the City enforce them.

Chair Doherty closed the Public Hearing at 7:25 p.m.

Discussion among Commissioners and staff included fence setbacks of twenty feet (20') and setbacks of storage at twenty feet (20') from that fence for commercial areas; proposed existing fence location part of the legacy of the property; past application of Comprehensive Plan amendment geared toward this stretch of property along County Road C and adjacent residential properties south of that industrial property and ongoing challenges to maintain vegetative screening; and proposed rear yard setback respective to outdoor storage on a property zoned to not allow such outdoor storage and requirements for buildings set back one hundred feet (100') from residential and abutting property lines for Light Industrial uses, with parking required to be forty feet (40') from that property line and screened from residential properties.

Further discussion included the ongoing code compliance issues with this property and inability to enforce them based on current code, and rationale for this INTERIM USE process to establish

Attachment G

certain requirements and a remedy to revoke the approval if noncompliant, while attempting to retain the small business use; submission of the property owner's site plan for verification of the intent of the INTERIM USE; and rationale for the five-year provision based on the natural expiration for approval or removal of outdoor storage before that point, but providing the applicant with the ability to benefit from their capital improvements on the site.

Additional discussion included the INTERIM USE specifically tied to the user, not the property; engineering complications in requiring a two-foot extension to the existing fence; lack of fence height limitations in industrial areas, with a minimum of eight feet (8') or whatever is necessary to screen outdoor storage on site; type of materials of existing fence; and suggestions for revised language of several conditions and impacts of those revisions.

At the request of Member Gottfried for the record and for the benefit of the applicant, Mr. Lloyd clarified the repercussions or consequences of revocation if conditions of the approved Interim Use were not met; with any resulting court action costs borne by the owner.

Further discussion included language of Condition E for location of the proposed vegetative screening; history of the property owner not maintaining vegetation; staff determination, with an arborist and/or landscape planner and the applicant, for the best location for the vegetative plantings; and a preferred date for completion of its installation; and determination that Condition A addressed materials related to the business, not other vehicle storage.

MOTION

Member Wozniak moved, seconded by Member Doherty to RECOMMEND APPROVAL of the outdoor storage of irrigation supplies at 1450 County Road C as an INTERIM USE for MIDC, based on the comments and findings of Sections 4-6 and the conditions of Section 7 of the Request for Planning Commission Action o May 5, 2010; amended as follows:

- ***Condition A: language revised to limit outdoor storage to business-appropriate vehicles, equipment and materials;***
- ***Condition E – modify to read: “The property owner shall work with City staff to develop and implement a vegetative screen planting plan for the area between the southern property line and the proposed storage area; with City staff to determine a reasonable date for development of a timeline for completion prior to this action coming before the City Council.”***
- ***Add an additional Condition:***
 - ***“The property owner shall be responsible for permanent maintenance of the vegetative screening.”***

Member Wozniak moved to extend the height of the existing privacy fence nearest the property line from the existing eight feet (8') to a height of ten feet (10') to protect residential property owners; with the motion dying due to the lack of a second; and ultimately withdrawn by the maker of the motion.

Chair Doherty spoke in opposition to such a motion based on engineering requirements for raising the fence without having to install a new fence.

Member Cook spoke in opposition to the proposed fence-height amendment, while sympathizing with the landowners, and opined that he would prefer to see the money put into plantings that would sufficient screen the commercial property from adjacent residential properties.

179 **Ayes: 6**
180 **Nays: 0**
181 **Motion carried.**

May 24, 2010 Roseville City Council Minutes

12. Business Items (Action Items)

a. Adopt a Resolution Approving the proposed INTERIM USE for Minnesota Irrigation Distribution Company to allow the Outdoor Storage of Irrigation Supplies at 1450 County Road C (PF10-014)

Associate Planner Bryan Lloyd reviewed the request of Minnesota Irrigation Distribution Center (MIDC) for outdoor storage of irrigation system supplies, pursuant to Roseville City Code, Section 1013.09 (Interim Use) in order to account for existing nonconforming use, as detailed in the report Request for Council Action (RCA) dated May 24, 2010

Mr. Lloyd reviewed the ongoing screening issue between this commercial property owner and adjacent residential property owners along the south side, and results of staff and the property owner working together on a resolution, and submission by the applicant of a site plan. Mr. Lloyd advised that progress was being made; reported on the Public Hearing process held at the Planning Commission level and recommended conditions of staff and the Commission; screening objectives; planting of Evergreen trees and other plantings, with ultimate review by the City's landscape architect and arborist, with proposed vegetation installed before year-end, with the applicant required to have those desirable planting materials on hand before fall to ensure they will be available for planting at that time.

Discussion included the flexibility of a vegetation screen planting plan at the staff level rather than at the City Council level for approval; stipulations and enforceable actions between the City and the applicant, not any private agreements between the adjacent residential property owners and the applicant; possible addition of a condition that such a formal agreement be in place, similar to a shared parking agreement; and noting that the current use is outside City Code, with litigation pending on other code compliance issues.

Mr. Lloyd noted that the other option, if not an Interim Use, was that this business was no longer able to operate; but that, given the lack of documentation of past records and/or actions, the more feasible legally sound option appeared to be the Interim Use, allowing the City to have the conditions on record and fully enforceable from this date forward.

Community Development Director Patrick Trudgeon reviewed past discussion between the property owner and staff to seek mutual resolution and reasonable accommodation without relying on court determination, given that the property has not been in compliance with City Code for decades, but no apparent City action has been taken during that time. Mr. Trudgeon advised that there had been significant improvement on the property, along with those other properties owned along this corridor by the applicant; with the Interim Use allowing the City to more properly regulate any future violations.

Further discussion included assurances that the applicant would not clean up the one site at 1450 County Road C and simply relocate items to their other properties; lack of clarification on the status of the court case and potential impacts on the end results; and a review of the sixty-day review period (ending June 7, 2010).

By consensus, Councilmembers sought further information on the pending court enforcement action; follow-up on City Code for open storage in Industrial 1 Districts; and rationale for not enforcing existing code and impacts to this business.

Public Comment

Steven Ring & Molly Redmond, 1455 Rose Place (property owners directly south, their property entirely bordered by property in question)

Mr. Ring reviewed and provided photos of the topography and elevation of their home; the previous vegetative border and its current condition. Mr. Ring opined that more plantings were needed to shield the commercial property from residential properties on the south.

Ms. Redmond advised that the old trees, originally planted by Mr. Albrecht, had formed a nice shield for many years, but now needed replacement to maintain that Evergreen buffer zone of 15'. Ms. Redmond noted the historical and anecdotal information available from residential property owners regarding the history of the screening before and after purchase of the property by Mr. Albrecht. Ms. Redmond further opined that Mr. Scott Wicklund was a good neighbor, and it was not the intent of the neighbors to no longer have him operate his business; however, as residential stakeholders in the community, they needed to be given ample consideration as well. Ms. Redmond repeated her invitation for Councilmembers and/or staff to view the property from inside their home for a more clear perspective on the topography issues.

Mr. Ring, speaking on behalf of the property owner at 1447 Rose Place, who was unable to attend tonight, provided additional photos from that specific property. Mr. Ring advised that this property was currently for sale, and comments from potential buyers and realtors were their concern with the view from the backyard.

Mr. Ring concluded by saying that the neighbors have continued to support Mr. Wicklund and his business ventures; however, part of the previous agreement was to provide sufficient screening and buffers between the properties. Mr. Ring requested that any mitigation plans be reviewed from the residential perspective, as well as the commercial perspective; and that residents be included in those discussions to ensure a good solution was found for all parties.

Klausing moved, Johnson seconded, TABLING this matter until staff returns with additional information on litigation; and requesting staff to administratively extend the 60-day review period to consider outdoor storage

of irrigation equipment and materials at 1450 County Road C as an INTERIM USE in Accordance with Roseville City Code, Section1013.09 (PF10-014).

Roll Call

Ayes: Pust; Roe; Ihlan; Johnson; and Klausing.

Nays: None.



August 2, 2010

Ms. Molly Redmond
Mr. Steve Ring
1455 Rose Place
Roseville, MN 55113

Dear Molly and Steve:

I am writing to inform you of the proposed screening plan for the interim use request for outdoor storage at 1450 County Road C (Minnesota Irrigation Distribution Center or MIDC). As you know, Mr. Duane Albrecht is requesting for permission to continue to store material for MIDC operations. At previous public meetings regarding this request, there were concerns raised by the neighborhood regarding the inadequate screening of the site from the residential properties along Rose Place.

Steve Nicholson of S and S Tree Service has assisted the city in coming up with a screening plan that is intended to provide year round screening of the business from your property. Below are the details of the plan:

- Mr. Albrecht will plant 14 evergreen trees at or near the locations marked by flags at 1447, 1455, and 1463 Rose Place. This includes:
 - Three white pines in the backyard of 1463 Rose Place.
 - Two white pines and two balsam firs in the backyard of 1455 Rose Place. (Presently there are two small firs growing in the northwest corner of 1455 Rose Place. These can either be moved then replaced with the new balsam fir or the marked location of the new fir may need to be altered slightly to prevent competition).
 - Five balsam firs and two white pines in the backyard of 1447 Rose Place.
- Trees planted on the Rose Place properties will be warranted by Mr. Albrecht for two growing seasons and replaced as needed during that time period. The homeowners are responsible for watering the trees. All planting stock shall be between five and six feet in height. Planting stock shall be either Balled and Burlaped or container grown. Trees shall not be wild trees.
- Trees shall be planted so that the first order roots are at or just below grade. B & B stock shall have as much of the burlap, twine and wire basket removed as possible. Root-bound containerized stock shall be scored or cut to promote new root growth. Newly planted trees shall be mulched immediately after planting.

- The existing non-deciduous trees in the buffer zone at 1450 County Road C will remain. As these trees die and/or are damaged, they will be replaced with either white pine, balsam fir or other evergreen species tolerant of shady environments and approved by the City.
- Mr. Albrecht will remove competing deciduous vegetation between the two fences. (i.e. the box elder tree behind 1455 Rose Place).
- Mr. Albrecht will maintain the area between the two fences relatively free of competing woody vegetation. If herbicides are to be used, all Federal, State and local law shall be followed.
- Mr. Albrecht will install a 12 inch lattice to the existing 8-foot fence to provide for additional screening.

Enclosed is an aerial showing the approximate location of the proposed plantings.

The City Council will be considering the proposed interim use, including this proposed screening plant at its regular meeting of August 16, 2010 starting at 6 pm. I urge you to attend and voice your opinion on the application. In the meantime, if you have any questions about the proposed screening plan, please feel free to contact me at (651) 792-7071 or at pat.trudgeon@ci.roseville.mn.us

Respectfully,

CITY OF ROSEVILLE

Patrick Trudgeon
Community Development Director

C: Dwayne Albrecht

Tree Species

- Balsam fir
- White pine

Mature pines to be replace at future date with pine or balsam fir
as needed

1447

1455

1463

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 16th day of August 2010 at 6:00 p.m.

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

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

RESOLUTION NO. _____ A RESOLUTION APPROVING OUTDOOR STORAGE OF IRRIGATION EQUIPMENT AND MATERIALS AT 1450 COUNTY ROAD C AS AN INTERIM USE IN ACCORDANCE WITH §1013.09 OF THE ROSEVILLE CITY CODE (PF10-014)

WHEREAS, Joy Albrecht owns the property at 1450 County Road C and supports the application by Minnesota Irrigation Distribution Center, Inc (MIDC). for approval of the proposed INTERIM USE; and

WHEREAS, the subject property is legally described as:

**Registered Land Survey 070, the E 180 feet of the W 360 feet of Tract D
PIN: 10-29-23-21-0037**

WHEREAS, the applicant seek approval of the outdoor storage of irrigation supplies and equipment as an INTERIM USE; and

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed INTERIM USE on May 5, 2010, voting 6-0 to recommend approval of the use based on the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that approval of the proposed INTERIM USE will not result in adverse effects on the public health, safety, and general welfare, and that it will not impose additional costs on the public if it is necessary for the public to take the property in the future;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed outdoor storage as an INTERIM USE in accordance with Section §1013.09 of the Roseville City Code, subject to the following conditions:

- a. Vehicles, equipment, and other materials stored outdoors shall be limited to items (like delivery vehicles, skid steer loaders, PVC pipe, coiled polyethylene pipe, valve control boxes, etc.) used in MIDC's business;

- b. Stacks of materials shall be neat and orderly, shall not exceed 6 feet in height, and shall be generally located as shown on the site plan reviewed with the INTERIM USE application;
- c. Sheds and other portable storage containers or trailers used for the same purpose shall not be allowed;
- d. The proposed cedar fence shown on the site plan along the northern boundary of the property shall be located at or behind the front building setback line;
- e. The property owner shall implement the screening plan as identified in Attachment A of this resolution by November 1, 2010, which includes the applicant planting a total of 14 trees on the properties located at 1447, 1455 and 1463 Rose Place. The applicant shall warrant and replace as needed the trees on the residential properties for a period of two years following installation after which time, the trees are the sole responsibility of the residential property owners.
- f. As identified in Attachment A of this resolution, the property owner shall be responsible for permanent maintenance and replacement of the screening (trees and fence) on his property within the existing 20-foot buffer zone and is required to put up a 12-inch lattice on top of the existing 8-foot screening fence; and
- g. This approval shall expire on August 17, 2015 or upon the discontinuation of the outdoor storage use or the departure of the present irrigation supply business, whichever comes first. The outdoor storage use shall only be continued beyond May 31, 2015 with renewed approval of the interim use; application for renewal should be made by June 1, 2015 to ensure that a renewed approval may be granted prior to August 17, 2015.

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 – Albrecht/Minnesota Irrigation Distribution Center (PF10-014)

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 16th day of August 2010 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 16th day of August 2010.

William J. Malinen, City Manager

(SEAL)



August 2, 2010

Ms. Molly Redmond
Mr. Steve Ring
1455 Rose Place
Roseville, MN 55113

Dear Molly and Steve:

I am writing to inform you of the proposed screening plan for the interim use request for outdoor storage at 1450 County Road C (Minnesota Irrigation Distribution Center or MIDC). As you know, Mr. Duane Albrecht is requesting for permission to continue to store material for MIDC operations. At previous public meetings regarding this request, there were concerns raised by the neighborhood regarding the inadequate screening of the site from the residential properties along Rose Place.

Steve Nicholson of S and S Tree Service has assisted the city in coming up with a screening plan that is intended to provide year round screening of the business from your property. Below are the details of the plan:

- Mr. Albrecht will plant 14 evergreen trees at or near the locations marked by flags at 1447, 1455, and 1463 Rose Place. This includes:
 - Three white pines in the backyard of 1463 Rose Place.
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- Trees shall be planted so that the first order roots are at or just below grade. B & B stock shall have as much of the burlap, twine and wire basket removed as possible. Root-bound containerized stock shall be scored or cut to promote new root growth. Newly planted trees shall be mulched immediately after planting.

- The existing non-deciduous trees in the buffer zone at 1450 County Road C will remain. As these trees die and/or are damaged, they will be replaced with either white pine, balsam fir or other evergreen species tolerant of shady environments and approved by the City.
- Mr. Albrecht will remove competing deciduous vegetation between the two fences. (i.e. the box elder tree behind 1455 Rose Place).
- Mr. Albrecht will maintain the area between the two fences relatively free of competing woody vegetation. If herbicides are to be used, all Federal, State and local law shall be followed.
- Mr. Albrecht will install a 12 inch lattice to the existing 8-foot fence to provide for additional screening.

Enclosed is an aerial showing the approximate location of the proposed plantings.

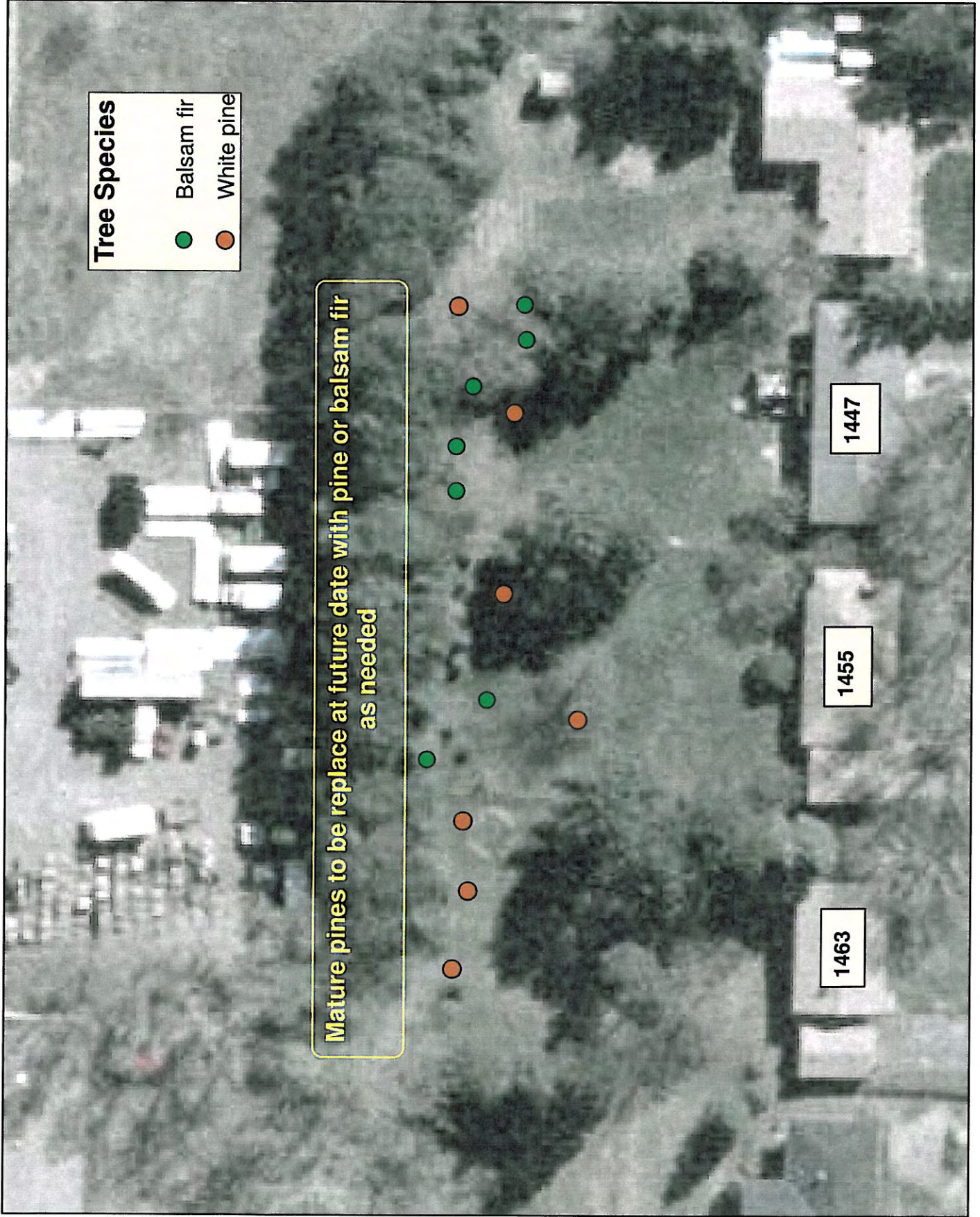
The City Council will be considering the proposed interim use, including this proposed screening plant at its regular meeting of August 16, 2010 starting at 6 pm. I urge you to attend and voice your opinion on the application. In the meantime, if you have any questions about the proposed screening plan, please feel free to contact me at (651) 792-7071 or at pat.trudgeon@ci.roseville.mn.us

Respectfully,

CITY OF ROSEVILLE

Patrick Trudgeon
Community Development Director

C: Dwayne Albrecht



Tree Species

- Balsam fir
- White pine

Mature pines to be replace at future date with pine or balsam fir
as needed

1447

1455

1463

REQUEST FOR COUNCIL DISCUSSION

Date: 08/16/2010
Item No.: 13 . a

Department Approval



City Manager Approval



Item Description: Consider Adoption of Repeat Nuisance Calls Ordinance

BACKGROUND

City staff (Roseville HRA, Community Development and Police Department) have been working on creating an ordinance that addresses properties that have repeated issues and violations that require the use of city resources. Under this ordinance, the City would be able to impose and collect fees from the owner or occupant or both of property where the City must repeatedly respond to complaints.

Under the ordinance, a “nuisance service call” is defined as response to any violation of city code and certain state statutes. These violations include, but are not limited to public nuisances (including code enforcement violations), prostitution, gambling, controlled substances, firearms, and disorderly conduct. The City can impose a fee when the City has to respond to a violation three or more times within a period of 365 days. Staff would propose that the fine would be \$250 or more based upon the actual cost of the city response, up to \$2,000 for each separate call. In case of non-payment by a property owner, the fees will be placed on the property taxes pursuant to state statutes. In the case of a fee charged to an occupant of a problem property, non-payment will lead the city to pursue a judgment against the person. In addition, if a property has outstanding fees and require a license from the City to operate, the City will not grant the license until the fees are paid.

The ordinance requires that the City gives notice after the second call for service and exempts calls for medical emergencies and calls for domestic incidents. Additionally, owners of rental property may be exempted from a service fees if they commence an eviction proceeding against the tenant and enter into and comply with memorandum of understanding with regard to security with the Roseville Police Department. Similarly, large public accommodations, (i.e. bars, hotels, malls) may have fees waived if the property owner has entered into and complied with a memorandum of understanding with the Roseville Police Department.

The property owner or occupant has the right to appeal the imposition of the fee by requesting a hearing within 10 business days. The hearing will be conducted by a hearing officer appointed by the City Manager.

Staff is supportive of this ordinance as it is another tool in the “tool box” that the City can use to deal with problem areas of the City. By itself, the ordinance will not resolve all of the issues the City faces in certain areas, but it will send a message to property owners and occupants that creating or allowing unlawful activities on their property will not only have them dealing with the criminal justice system but it will also cost them financially.

35
36 The Roseville HRA reviewed the proposed ordinance at its May 18th meeting and unanimously
37 recommended that the City Council approve the ordinance.

38 **POLICY OBJECTIVE**

39 Adoption of a repeat nuisance ordinance will help implement several major goals identified in the
40 Imagine Roseville 2025 visioning process, namely making “Roseville a desirable place to live, work,
41 and play”, making “Roseville a safe community”, and ensuring that “Roseville housing meets
42 community needs”. The repeat nuisance ordinance is also consistent with previous City Council
43 emphasis and direction with the City’s code enforcement efforts.

44 **FINANCIAL IMPACTS**

45 There will be additional staff time to administer the ordinance that will be incorporated into the normal
46 course of job duties. There will be new revenue coming into the City as a result of this ordinance, but
47 at this point, staff cannot be certain on the amount.

48 **STAFF RECOMMENDATION**

49 Staff recommends approval of the proposed ordinance. Representatives from the Police Department
50 and the Community Development Department will be available at the meeting to answer any questions

51 **REQUESTED COUNCIL ACTION**

52 Staff requests that the City Council review and provide input to staff about the draft ordinance. Staff
53 will bring the draft ordinance forward at a future meeting for final consideration.

54
Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071

Attachments: A: Draft Repeat Nuisance Calls Ordinance

City of Roseville
ORDINANCE NO. _____

AN ORDINANCE ADDING CHAPTER 511 ESTABLISHING A REPEAT NUISANCE
SERVICE CALL FEE AND ADDING A REPEAT NUISANCE SERVICE CALL FEE TO
SECTION 314.05.

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Chapter 511 is hereby added to the Roseville City Code:

511.01: Purpose and Application

511.02: Definition of Nuisance Service Call

511.03: Repeat Nuisance Service Call Fee

511.04: Notice

511.05: Delinquent Payment and Fee Recovery

511.06: Enforcement

511.07: Right to Appeal

511.08: Legal Remedies Nonexclusive

511.09: Exceptions and Affirmative Defenses

511.01: PURPOSE AND APPLICATION

The purpose of this Chapter is to protect the public safety, health and welfare and to prevent and abate repeat service response calls by the City to the same property or location for nuisance service calls, as defined herein, which may prevent police, public safety, or other city services from reaching other residents of the City.

It is the intent of the City, by the adoption of this Chapter, to impose and collect service call fees from the owner or occupant, or both, of property to which City officials must repeatedly respond for any repeat nuisance event or activity that generates extraordinary costs to the City. The repeat nuisance service call fee is intended to cover cost over and above the cost of providing normal law or code enforcement services and police protection.

This Chapter shall apply to all owners and occupants of private property which is the subject or location of the repeat nuisance service call by the City.

This Chapter shall apply to any repeat nuisance service calls as set forth herein made by a City of Roseville employee, including a police officer, community service officer, firefighter, and/or code enforcement employee.

511.02: DEFINITION OF NUISANCE CONDUCT

For purposes of this Chapter, the term "nuisance conduct" means any activity, conduct or condition occurring within the City that unreasonably annoys, injures or endangers the safety,

health, morals, comfort or repose of any member of the public, or will tend to alarm, anger or disturb others. Nuisance conduct includes but is not limited to a response to the following:

1. Any activity, conduct, or condition deemed as a public nuisance under any provision of the City Code or Minnesota State laws;
2. Any activity, conduct, or condition in violation of any provision of the City Code;
3. Any conduct, activity or condition constituting a violation of Minnesota state laws prohibiting or regulating prostitution, gambling, controlled substances, use of firearms; and/or
4. Any conduct, activity, or condition constituting disorderly conduct as stated under Chapter 609 of Minnesota Statutes.

511.03: REPEAT NUISANCE SERVICE CALL FEE

The City may impose a repeat nuisance service call fee upon the owner or occupant of private property if the City has rendered services or responded to the property on three or more occasions within a period of (365) days in response to or for the abatement of nuisance conduct. The repeat nuisance service call fee shall be as established by the City Fee Schedule in Section 314.052 of the City Code.

511.04: NOTICE

No repeat nuisance service call fee may be imposed against an owner or occupant of property without first providing such owner or occupant with written notice of the previous nuisance service calls prior to the latest nuisance service call rendered by the City upon which the fee is imposed. The written notice shall:

1. Identify the nuisance conduct that has occurred on the property, and the dates of the nuisance conduct activity or condition;
2. State that the owner or occupant may be subject to a repeat nuisance service call service fee if a third nuisance call is rendered to the property for any further nuisance conduct;
3. State that the City has the right to seek other legal remedies or actions for abatement of the nuisance conduct; and
4. Be served by certified letter upon such owner or occupant at the last known address of such person.

511.05: DELINQUENT PAYMENT AND FEE RECOVERY

If a repeat service call fee is not paid within thirty (30) days after a billing statement is sent by the City to the owner or occupant of the property responsible for the payment of the fee at such persons last known address, it will be deemed delinquent and a ten percent (10%) penalty shall be added to the repeat nuisance service call fee. If the repeat nuisance service call fee becomes delinquent, the City shall have, in addition to all other remedies available at law or in equity for the collection of such fee, the following remedies:

1. Seek a monetary judgment and collection thereof from such owner and/or occupant,
or
2. Assess the property which was the subject of the nuisance conduct pursuant to Minn.
Stat. § 429.101.

Failure of a person to pay a repeat nuisance service call fee shall be grounds for the denial of a license which is related to the nuisance conduct for which the repeat nuisance service call fee was imposed.

511.06: ENFORCEMENT

The City Council authorizes the Police Chief (or his or her designee), Fire Chief (or his or her designee), or the Community Development Director (or his or her designee), to administer and enforce this Chapter.

511.07: RIGHT TO APPEAL

When the City mails the billing statement for the repeat nuisance service call fee, the City will inform the owner or occupant of their right to request a hearing.

The owner or occupant upon whom the fee is imposed must request a hearing within ten (10) business days of the mailing of the billing statement, excluding the day the statement is mailed. The request for a hearing must be in writing and delivered to the City Manager's Office. The hearing will occur within fourteen (14) days of the date of the request. If the owner or occupant fails to request a hearing within the time and in the manner required under this Section, the right to a hearing is waived.

The hearing shall be conducted by a hearing officer selected by the City Manager in an informal manner and the Minnesota Rules of Civil Procedure and Rules of Evidence shall not be strictly applied. After considering all evidence submitted, the hearing officer shall make written Findings of Fact and Conclusions regarding the nuisance conduct and the imposition of the repeat nuisance service call fee. The findings and conclusions shall be served upon the owner or occupant by certified letter within ten (10) days of the notice of hearing.

If the owner or occupant fails to appear at the scheduled hearing date, the right to a hearing is waived. Upon waiver of the right to a hearing, or upon the hearing officer's written findings of fact and conclusions that the repeat nuisances service call service fee is warranted hereunder, the owner or occupant shall immediately pay the fee imposed.

511.08: LEGAL REMEDIES NONEXCLUSIVE

Nothing in this Chapter will be construed to limit the City's other available legal remedies, including criminal, civil, injunctive or others, for any violation of the law which may constitute nuisance conduct.

511.09: EXCEPTIONS AND AFFIRMATIVE DEFENSES

MEDICAL EMERGENCIES: Repeat nuisance service call fees shall not be imposed for any medical-related emergency response except for medical-related emergencies that are violations of Minn. Stat. Section 609.78 Subd. 4 (Misuse of 911)

DOMESTIC INCIDENTS: Repeat nuisance service call fees shall not be imposed against the victim for a response to circumstances involving domestic assault incidents or order for protection violations.

RENTAL PROPERTIES: At the discretion of City officials, repeat nuisance service call fees may be waived against property owner who has:

1. Commenced eviction proceedings against the tenant or tenants responsible for the nuisance conduct, conditions or characteristics, or
2. Entered into and complied with a memorandum of understanding with the Roseville Police Department that addresses the underlying causes for the nuisance conduct and provides a course of action to alleviate the nuisance conduct.

LARGE PUBLIC ACCOMMODATIONS: At discretion of City officials, repeat nuisance service call fees may be waived against a property owner who has entered into and complied with a memorandum of understanding with the Roseville Police Department that address the underlying causes for the nuisance conduct and provides a course of action to alleviate the nuisance conduct.

SECTION 2: The following is hereby added to Section 314.052 of the Roseville City Code:

Fee/Charge Description	City Code	Amount
Third call to property for nuisance conduct within a 365 day period	511	\$250.00
Each call after third call to property for nuisance conduct within a 365 day period	511	\$250.00 plus the cost of enforcement response (which shall be determined by multiplying the staff hourly rate times 1.9 times the number of hours expended in making the call, for all employees involved in responding to the violation), the total of which fee shall not exceed \$2,000.00 per call.

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

Passed by the City Council of the City of Roseville this _____ day of _____, 20_____.

Ordinance Adding Chapter 511 Establishing a nuisance call fee resulting from nuisance conduct and adding a nuisance service call fee to section 314.05

(SEAL)

CITY OF ROSEVILLE

BY: _____
Craig D. Klausung, Mayor

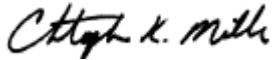
ATTEST:

William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: 8/16/10
Item No.: 13 . b

Department Approval



City Manager Approval



Item Description: Consider Holiday Inn Express violations of City Code Chapter 312: Local Lodging Taxes

BACKGROUND

City Code Chapter 312 establishes a 3% local lodging tax on Roseville hotel room rentals. Over the past year, the Holiday Inn Express hotel has repeatedly violated the requirement under this Code to remit their lodging taxes by the 25th of each month. In addition, they have failed to pay requested penalties and interest on all delinquencies which is also prescribed under the Code.

The Council is asked to consider what steps to take against the Holiday Inn Express for these repeated violations. City Staff believes that the City has exhausted all diplomatic efforts to persuade the local hotel management to change their business practices.

Based on casual conversations with the management of the Holiday Inn Express and the timing of when local lodging taxes are eventually remitted, it seems evident that the hotel is having cash flow problems and is perhaps having difficulty meeting day-to-day obligations. It is also apparent that the hotel is commingling lodging taxes with other operating funds. In other words, they are collecting the tax at the time of checkout and instead of remitting it to the City; they are using those funds for other purposes.

After discussing the matter with the City Attorney, the most plausible next step to collect any unpaid amounts is through the legal system. The City Council could also consider temporarily waiving some of the requirements under the Code for the Holiday Inn Express. However, this could be construed as precedent setting, and it raises fairness and equity issues with all other Roseville hotels who have been remitting their lodging taxes on time.

Alternatively, the Council could request that the Roseville Visitors Association exclude the hotel from any sales referrals, advertising or promotional listings. This exclusion may be more effective than seeking recourse through the legal system.

POLICY OBJECTIVE

Failure to remit local lodging taxes when due is a violation of City Code. As such, the City Council should consider the appropriate action to take against the Holiday Inn Express.

30 **FINANCIAL IMPACTS**

31 Monies derived from the local lodging tax are remitted to the Roseville Visitors Association for the
32 purposes of promoting the local hotel and hospitality industry as well as local events. The absence of
33 expected local lodging taxes diminishes the RVA's ability to fulfill these purposes.

34 **STAFF RECOMMENDATION**

35 Not applicable.

36 **REQUESTED COUNCIL ACTION**

37 City Staff is asking the Council to consider appropriate actions against Holiday Inn Express' continued
38 violation of City Code Chapter 312.

39 Prepared by: Chris Miller, Finance Director
Attachments: A: July 2nd, 2010 and February 4th, 2010 correspondence to the Holiday Inn Express
40



July 2, 2010

Holiday Inn Express
Attn: Kathy Tomlinson
2715 Long Lake Road
Roseville, MN 55113

Dear Ms. Tomlinson,

In my letter dated February 4, 2010 (copy enclosed) you were informed of the penalties associated with any late payments of the local lodging tax. In that same letter, I outlined the City's willingness to forgo the imposition of any penalties for previous late payments in the interest of maintaining a good working relationship. It is apparent that the Holiday Inn Express does not share that same sentiment.

According to our records, on May 3, 2010 we received your February payment in the amount of \$2,926.50, and your March payment in the amount of \$3,529.59. Both of these payments were late as specified under City Code Chapter 312.10. As a result we are imposing a 10% penalty on the amount remitted as well as a 10% annual interest cost for the time period in which it was late. 10% annual interest amounts to a daily rate of 0.0274%. The penalties are calculated as follows:

February Payment

10% penalty: $\$2,926.50 \times .10 = \292.65

Late period (due March 25th): 38 days

Interest (0.0274% per day): $38 \times 0.0274\% = 1.041\%$

Interest penalty: $\$2,926.50 \times .01041 = \41.32

Total penalties and interest for February = \$333.97

March Payment

10% penalty: $\$3,529.59 \times .10 = \352.96

Late period (due April 25th): 7 days

Interest (0.0274% per day): $7 \times 0.0274\% = .192\%$

Interest penalty: $\$3,529.59 \times .00192 = \6.77

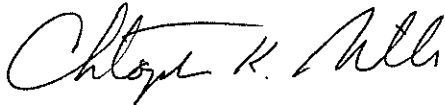
Total penalties and interest for March = \$359.73

With this letter we are requesting that you remit these penalties and interest with your next submission of your lodging tax. I will also take this time to remind you that the City has not received your lodging tax for April or May. Both payments are delinquent, and we will be imposing penalties and interest on those as well.

Finally, as a result of your repeated violations of City Code Chapter 312, this matter will be brought to the attention of the City Attorney and the Roseville City Council.

If you have any questions or concerns regarding the City's Lodging Tax or the imposition of these penalties and interest, please contact me at: chris.miller@ci.roseville.mn.us, or by phone at: 651-792-7031.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher K. Miller". The signature is fluid and cursive, with the first name "Christopher" being more prominent than the last name "Miller".

Christopher K. Miller
Finance Director



February 4, 2010

Holiday Inn Express
Attn: Kathy Tomlinson
2715 Long Lake Road
Roseville, MN 55113

Dear Ms. Tomlinson,

As you know, the City of Roseville imposes a 3% Lodging Tax that is set forth in City Code, Chapter 312. These taxes are used to promote area events and available lodging accommodations including your hotel. Lodging taxes are due by the 25th of each month based on the previous month's room rental charges. It has come to my attention that during the past year your hotel was delinquent in remitting these taxes on several occasions.

Please be aware, that City Code Chapter 312.03 reads as follows:

312.03: COLLECTIONS:

Each operator shall collect the tax imposed by this chapter at the time rent is paid. The tax collections shall be held in trust by the operator for the city. The amount of tax shall be separately stated from the rent charged for the lodging. (Ord. 1200, 3-23-1998)

In short, the lodging tax monies you receive should not be comingled with other hotel funds or used to pay for any operational costs – however temporary that may be. Inasmuch as the customer pays the tax when they check out, there is no reason that your hotel should ever be late in remitting the tax to the City.

I will also bring to your attention, City Code Chapter 312.10 which reads as follows:

312.10: PENALTIES:

If any tax imposed by this chapter is not paid within the time herein specified for the payment, or an extension thereof, there shall be added thereto a specific penalty equal to 10% of the amount remaining unpaid. The amount of tax not timely paid, together with any penalty provided by this section, shall bear interest at the rate of 10% per annum from the time such tax should have been paid until it is paid. Any interest and penalty shall be added to the tax and be collected as part thereof. (Ord. 1200, 3-23-1998)

Failure to pay the lodging tax on time will result in a 10% penalty of any unpaid amounts. This penalty along with any other unpaid lodging taxes will accrue interest at the rate of 10%

annually. I will also add that to date, the City has waived this penalty in the interest of maintaining a good working relationship. However, we are not inclined to continue doing so.

Furthermore, if you fail to remit any delinquent lodging taxes, penalties, or interest in a timely fashion, you will be in violation of this local ordinance and could be found guilty of a misdemeanor. This is spelled out in City Code, Chapter 312.13 which reads:

312.13: VIOLATIONS:

Any person who shall willfully fail to make a return required by this chapter; or who shall fail to pay the tax after written demand for payment; or who shall fail to remit the taxes collected or any penalty or interest imposed by this chapter, after written demand for such payment; or who shall refuse to permit the city to examine the books, records and papers under his or her control; or who shall willfully make any incomplete, false or fraudulent return shall be guilty of a misdemeanor. (Ord. 1200, 3-23-1998)

We sincerely hope that previous delays in remitting your lodging taxes resulted from extenuating circumstances and are not indicative of your hotel's future actions in this matter.

If you have any questions or concerns regarding the City's Lodging Tax, please feel free to contact me at: chris.miller@ci.roseville.mn.us, or by phone at: 651-792-7031.

Sincerely,

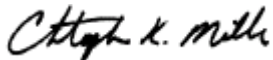
A handwritten signature in cursive script that reads "Christopher K. Miller".

Christopher K. Miller
Finance Director

REQUEST FOR COUNCIL ACTION

Date: 8/16/2010
Item No.: 13 . C

Department Approval



City Manager Approval



Item Description: Continue Discussion on the 2011 Priority-Based Budgeting Process

BACKGROUND

Over the past several months, the City Council has held nearly a dozen separate discussions on the 2011 Budget. This has included discussions on alternative revenues, the 10-year Capital Improvement Plan (CIP), the concept and work-flow involving a priority-based budgeting process, and finally the 2011 Budget itself.

At the September 13, 2010 Council meeting, the Council will be asked to adopt a preliminary, not-to-exceed tax levy and budget. In the interest of communicating the Council's budget objectives to the citizens and community, it is suggested that the Council provide direction on program priorities and establish spending targets. City Staff can then present a recommended preliminary budget based on these objectives.

At the August 9, 2010 Council Meeting the Council made a number of inquiries regarding the preliminary 2011 Budget. They included:

- ❖ Discussion on funding for Community Development activities
- ❖ List of employee position vacancies for 2011
- ❖ List of proposed capital equipment purchases

Each of these items is addressed below.

Community Development Funding

A separate presentation on the funding challenges within the Community Development function will be made at the Council meeting.

Employee Position Vacancies

For 2011 there is one (1) additional full-time position that is proposed to remain vacant – the Assistant Fire Chief position. This staffing reduction is in addition to the nine (9) full-time positions that have been eliminated since 2003 in the core service areas of police, parks & recreation, streets, administration, and finance. Altogether, this represents about a 10% decline in staffing levels in those areas.

The 2011 additional vacancy savings is approximately \$130,000.

35 2011 Capital Equipment Items

36 For 2011, Staff proposes to replace \$236,375 in general capital items. They include:

- 37
- 38 ❖ \$64,000 for street light replacement
- 39 ❖ \$57,000 for additional pathway and parking lot repairs
- 40 ❖ \$9,000 Police Officer sidearms
- 41 ❖ \$15,000 Squad car conversion costs
- 42 ❖ \$3,000 Long gun parts for squads
- 43 ❖ \$15,000 SWAT team bullet-resistant vests
- 44 ❖ \$2,500 Police tactical gear
- 45 ❖ \$2,000 Outdoor warning siren repairs
- 46 ❖ \$5,000 Computer replacements
- 47 ❖ \$2,375 Police lobby furniture, fixtures, etc.
- 48 ❖ \$18,500 Fuel system leak detection device
- 49 ❖ \$43,000 for Skating Center (OVAL lobby and locker room flooring, exterior painting)
- 50

51 In comparison, the CIP identified an equipment replacement need of \$440,125 for 2011. In addition, Staff
52 is proposing to freeze vehicle replacement funding at 2010 levels despite the fact that this is \$450,000 less
53 than what is needed each year to sustain the current fleet.

54

55 2011 Tax-Supported Budget Summary

56 Included in *Attachment A* is a list of the property tax-supported programs and priorities and estimated 2011
57 costs. *Attachment B* contains a list of all City programs that are funded without property taxes, including
58 Community Development programs. These programs have not yet been prioritized by the Council. For
59 background purposes, a copy of the previously agreed upon ranking methodology is included in *Attachment*
60 *C*, along with program descriptions in *Attachment D*.

61

62 The program costs depicted in *Attachment A* total \$18,931,869. This represents the preliminary tax-
63 supported program costs necessary to maintain current service levels. This represents a net increase of
64 \$513,355 from 2010. Detailed information is presented below.

65

66 2011 Budget Reductions

67 For 2011, the City can expect budget reductions in the following areas:

- 68 1) \$490,000 in reduced debt service
- 69 2) \$78,000 in reduced Fire Relief Pension obligation
- 70
- 71

72 These spending reductions total \$568,000

73

74

75 2011 Budget Increases

76 For 2011, preliminary budget projections call for an increase of \$1,081,355. This increase can be generally
77 categorized as follows:

- 79 ❖ \$100,000 - New program: Emerald Ash Borer
- 80 ❖ \$165,000 – New program: Code Enforcement (previously funded with building permits)
- 81 ❖ \$62,000 – Contractual obligations
- 82 ❖ \$236,375 – capital improvements and equipment purchases
- 83 ❖ \$195,910 - 1% employee COLA and step increases
- 84 ❖ \$213,200 – PERA and Healthcare increases
- 85 ❖ \$36,000 – Temporary/seasonal wages
- 86 ❖ \$37,000 – Supplies & materials
- 87 ❖ \$35,870 – contract maintenance, professional services, telephone, etc.

88
89 As noted above, the net increase in new spending for 2011 is \$513,355.

90
91 Tax Levy Impact

92 In addition to a preliminary net spending increase of \$513,355, the City also expects to realize reduced
93 revenues in the amount of \$243,660. This includes reductions in interest earnings, fire state aid, court fines,
94 and additional loss of market value homestead credit. As a result, the 2011 required tax levy would be
95 \$15,039,419; an increase of \$757,015 (\$513,355 + \$243,660) or 5.3%. The proposed levy increase is
96 within the City's projected 2011 levy limits.

97
98 For a median-valued home of \$223,900 that experiences a projected 5% decline in assessed market value,
99 the 2011 city taxes will be \$640, an annual increase of \$24 or \$2 per month. In exchange, residents will
100 receive round-the-clock police and fire protection, well-maintained streets and parks, and continued
101 emphasis on enforcement of the City's Housing Code. In addition, a larger investment will be made to
102 replace the City's aging infrastructure. Finally, the City will take the responsible measure of setting aside
103 monies for the potential infestation of the Emerald Ash Borer or other contingencies.

104
105 Budget impacts for non-tax supported programs can be addressed as needed during the discussion. The
106 Council is reminded that the tax-supported programs are the most time-sensitive given that the Council will
107 be required to adopt a preliminary tax levy at the September 13th meeting.

108 **POLICY OBJECTIVE**

109 Establishing a budget process that aligns resources with desired outcomes is consistent with governmental
110 best practices, provides greater transparency of program costs, and ensures that budget dollars are allocated
111 in the manner that creates the greatest value.

112 **FINANCIAL IMPACTS**

113 See above.

114 **STAFF RECOMMENDATION**

115 Staff recommends that the Council continue evaluating the program rankings and consider the 2011
116 preliminary, not-to-exceed tax levy and budget.

118 **REQUESTED COUNCIL ACTION**

119 Continue setting budget priorities and establish target spending limits for the 2011 Budget.

120
Prepared by: Chris Miller, Finance Director
Attachments: A: 2011 City Council Tax-Supported Program rankings and Preliminary Budget
B: 2011 City Council Other Program rankings and Preliminary Budget
C: Ranking methodology
D: Program descriptions

City of Roseville
Priority-Based Budgeting
Tax-Supported Programs
2011

Attachment A

		8/9/2010							
		2011	Composite						
<u>Department / Division</u>	<u>Program / Function</u>	<u>Program Cost</u>	<u>Council</u>	<u>Klausing</u>	<u>Ihlan</u>	<u>Pust</u>	<u>Roe</u>	<u>Johnson</u>	<u>Diff.</u>
		<u>Current</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>Rank</u>	<u>+ / -</u>
Administration	Council Support	120,252	-	-	-	-	-	-	-
Administration	Records Management/Data Practices	23,852	-	-	-	-	-	-	-
Administration	Human Resources	108,216	-	-	-	-	-	-	-
Administration	Organizational Management	125,113	-	-	-	-	-	-	-
Code Enforcement	Code Enforcement	165,000	-	-	-	-	-	-	-
Elections	Elections	80,655	-	-	-	-	-	-	-
Finance	Accounts Payable	34,970	-	-	-	-	-	-	-
Finance	Gen. Ledger, fixed assets, financial reporting	149,908	-	-	-	-	-	-	-
Finance	Payroll	74,405	-	-	-	-	-	-	-
Finance	Risk Management	32,122	-	-	-	-	-	-	-
Finance	Cash Receipts	52,204	-	-	-	-	-	-	-
Finance	Lawful Gambling (partial cost)	4,359	-	-	-	-	-	-	-
Finance	Business Licenses	8,719	-	-	-	-	-	-	-
Finance	Workers Compensation Admin.	48,183	-	-	-	-	-	-	-
General Insurance	General Insurance	84,000	-	-	-	-	-	-	-
Fire Relief	Fire Relief	355,000	-	-	-	-	-	-	-
Police Patrol	Dispatch	292,078	-	-	-	-	-	-	-
PW Administration	Storm Water Management	36,424	-	-	-	-	-	-	-
PW Administration	Permitting	49,421	-	-	-	-	-	-	-
Recreation Maint.	Natural Resources	139,601	-	-	-	-	-	-	-
Streets	Traffic Management & Control	99,456	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Streets	310,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - City Hall, PW Bldg.	825,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Arena	355,000	-	-	-	-	-	-	-
** All items listed above are categorized as MANDATORY programs **									
1 Police Patrol	24 x 7 x 365 First Responder	2,256,492	4.80	5.00	5.00	5.00	5.00	4.00	1.00
2 Police Investigations	Criminal Prosecutions	665,395	4.80	5.00	5.00	5.00	5.00	4.00	1.00
3 Fire Fighting / EMS	Emergency Medical Services	666,036	4.80	5.00	5.00	5.00	5.00	4.00	1.00
4 Fire Prevention	Fire Prevention	181,038	4.80	5.00	5.00	5.00	5.00	4.00	1.00
5 Fire Fighting / EMS	Fire Suppression / Operations	415,400	4.80	5.00	5.00	5.00	5.00	4.00	1.00
6 Firefighter Training	Firefighter Training	100,355	4.80	5.00	5.00	5.00	5.00	4.00	1.00
7 Police Investigations	Crime Scene Processing	44,013	4.40	3.00	5.00	5.00	5.00	4.00	2.00
8 Fire Administration	Emergency Management	371	4.40	5.00	3.00	5.00	5.00	4.00	2.00
9 Police Emerg. Mgmt	Police Emergency Management	10,185	4.40	5.00	2.00	5.00	5.00	5.00	3.00
10 Streets	Pavement Maintenance	562,881	4.20	4.00	4.00	5.00	4.00	4.00	1.00
11 Streets	Pathways & Parking Lots	187,242	4.00	4.00	3.00	5.00	4.00	4.00	2.00
12 Police Lake Patrol	Police Lake Patrol	1,900	4.00	5.00	3.00	5.00	3.00	4.00	2.00
13 Legal	Prosecuting Attorney	138,925	4.00	3.00	5.00	4.00	5.00	3.00	2.00
14 PW Administration	Street Lighting	219,447	4.00	3.00	3.00	5.00	5.00	4.00	2.00
15 Central Garage	Vehicle Repair	136,821	4.00	4.00	4.00	4.00	4.00	4.00	-
16 Streets	Winter Road Maintenance	222,237	4.00	3.00	3.00	5.00	5.00	4.00	2.00
17 Police Patrol	Animal Control	200,477	3.80	3.00	3.00	4.00	5.00	4.00	2.00
18 Finance	Budgeting / Financial Planning	77,995	3.80	3.00	4.00	3.00	4.00	5.00	2.00
19 Recreation Maint.	Facility Maintenance	329,779	3.80	4.00	3.00	5.00	4.00	3.00	2.00
20 PW Administration	Project Delivery	352,877	3.80	4.00	3.00	5.00	3.00	4.00	2.00
21 Police Investigations	Response to Public Requests	10,802	3.80	3.00	3.00	5.00	3.00	5.00	2.00
22 Street Lighting	Street Lighting capital items	64,000	3.80	3.00	4.00	4.00	4.00	4.00	1.00
23 Finance	Banking & Investment Management	11,012	3.60	4.00	4.00	3.00	4.00	3.00	1.00
24 Police Administration	Community Liaison	161,338	3.60	3.00	3.00	5.00	3.00	4.00	2.00
25 Miscellaneous	Emerald Ash Borer	100,000	3.60	4.00	3.00	3.00	3.00	5.00	2.00
26 Police Administration	Response to Public Requests	225,245	3.60	3.00	3.00	3.00	5.00	4.00	2.00
27 Recreation Programs	Volunteer Management	83,631	3.60	4.00	2.00	3.00	4.00	5.00	3.00
28 Skating Center	Arena	493,320	3.40	3.00	3.00	4.00	3.00	4.00	1.00
29 Skating Center	Banquet Area	135,998	3.40	3.00	3.00	4.00	3.00	4.00	1.00
30 Police Comm Services	Community Services	65,955	3.40	3.00	3.00	5.00	3.00	3.00	2.00
31 Rec Administration	Financial Management	58,814	3.40	3.00	2.00	5.00	3.00	4.00	3.00
32 Fire Administration	Fire Administration & Planning	166,325	3.40	4.00	2.00	5.00	2.00	4.00	3.00
33 Fire Prevention	Fire Administration & Planning	10,197	3.40	4.00	2.00	5.00	2.00	4.00	3.00
34 Skating Center	OVAL	407,038	3.40	3.00	3.00	4.00	3.00	4.00	1.00
35 Police Administration	Police Records / Reports	217,766	3.40	3.00	2.00	5.00	3.00	4.00	3.00
36 Police Patrol	Police Reports (by officer)	562,260	3.40	3.00	2.00	5.00	3.00	4.00	3.00
37 Rec Administration	Community Services	253,549	3.20	3.00	3.00	3.00	3.00	4.00	1.00
38 Fire Fighting / EMS	Fire Administration & Planning	107,294	3.20	3.00	2.00	5.00	2.00	4.00	3.00
39 PW Administration	General Engineering/Customer Service	132,157	3.20	3.00	3.00	3.00	3.00	4.00	1.00
40 Police Administration	Organizational Management	330,236	3.20	3.00	2.00	5.00	2.00	4.00	3.00
41 Police Patrol	Organizational Management	408,474	3.20	3.00	2.00	5.00	2.00	4.00	3.00
42 Police Investigations	Organizational Management	43,207	3.20	3.00	2.00	5.00	2.00	4.00	3.00
43 Fire Administration	Organizational Management	39,159	3.20	3.00	2.00	5.00	2.00	4.00	3.00
44 PW Administration	Organizational Management	112,143	3.20	3.00	2.00	5.00	2.00	4.00	3.00
45 Streets	Organizational Management	41,501	3.20	3.00	2.00	5.00	2.00	4.00	3.00
46 Recreation Programs	Personnel Management	67,734	3.20	3.00	2.00	5.00	2.00	4.00	3.00

Attachment A

		8/9/2010							
		2011	Composite						
<u>Department / Division</u>	<u>Program / Function</u>	<u>Program Cost</u> <u>Current</u>	<u>Council</u> <u>Rank</u>	<u>Klausing</u> <u>Rank</u>	<u>Ihlan</u> <u>Rank</u>	<u>Pust</u> <u>Rank</u>	<u>Roe</u> <u>Rank</u>	<u>Johnson</u> <u>Rank</u>	<u>Diff.</u> <u>+ / -</u>
47 Police Patrol	Public Safety Promo / Community Interaction	604,924	3.20	3.00	1.00	4.00	3.00	5.00	4.00
48 Police Investigations	Public Safety Promo / Community Interaction	125,603	3.20	3.00	1.00	5.00	3.00	4.00	4.00
49 Streets	Streetscape & ROW Maintenance	275,093	3.20	3.00	3.00	3.00	3.00	4.00	1.00
50 Miscellaneous	Building Replacement	25,000	3.00	4.00	3.00	-	4.00	4.00	4.00
51 Finance	Contract Administration	7,799	3.00	4.00	2.00	3.00	3.00	3.00	2.00
52 Administration	Customer Service	38,590	3.00	3.00	3.00	3.00	3.00	3.00	-
53 Recreation Programs	Facility Management	237,591	3.00	3.00	2.00	4.00	3.00	3.00	2.00
54 Administration	General Communications	64,732	3.00	3.00	3.00	3.00	3.00	3.00	-
55 Recreation Maint.	Grounds Maintenance	326,279	3.00	2.00	3.00	3.00	3.00	4.00	2.00
56 Advisory Comm.	Human Rights Commission	2,250	3.00	3.00	3.00	3.00	3.00	3.00	-
57 Central Garage	Organizational Management	54,222	3.00	3.00	2.00	5.00	2.00	3.00	3.00
58 Recreation Programs	Organizational Management	64,345	3.00	3.00	2.00	5.00	2.00	3.00	3.00
59 Miscellaneous	Park Improvement Program	185,000	3.00	3.00	3.00	-	4.00	5.00	5.00
60 Rec Administration	Planning & Development	78,051	3.00	3.00	2.00	3.00	3.00	4.00	2.00
61 Recreation Programs	Program Management	787,975	3.00	3.00	2.00	3.00	3.00	4.00	2.00
62 Finance	Utility Billing (partial cost)	7,572	3.00	4.00	4.00	-	4.00	3.00	4.00
63 City Council	Business Meetings	79,810	2.80	3.00	2.00	3.00	3.00	3.00	1.00
64 Rec Administration	City-wide Support	28,365	2.80	3.00	2.00	3.00	2.00	4.00	2.00
65 Legal	Civil Attorney	154,500	2.80	3.00	2.00	4.00	2.00	3.00	2.00
66 City Council	Community Support / Grants	62,490	2.80	4.00	3.00	1.00	3.00	3.00	3.00
67 Skating Center	Department-wide Support	42,986	2.80	3.00	2.00	2.00	3.00	4.00	2.00
68 Recreation Maint.	Department-wide Support	116,543	2.80	3.00	2.00	3.00	3.00	3.00	1.00
69 Advisory Comm.	Ethics Commission	2,500	2.80	3.00	3.00	3.00	2.00	3.00	1.00
70 Rec Administration	Organizational Management	31,515	2.80	3.00	2.00	3.00	2.00	4.00	2.00
71 City Council	Recording Secretary	12,000	2.80	2.00	2.00	5.00	2.00	3.00	3.00
72 Recreation Maint.	City-wide Support	52,403	2.60	3.00	2.00	3.00	2.00	3.00	1.00
73 Finance	Debt Management	7,799	2.60	3.00	4.00	3.00	-	3.00	4.00
74 Finance	Economic Development	7,799	2.60	4.00	1.00	2.00	3.00	3.00	3.00
75 Miscellaneous	Equipment Replacement	50,000	2.60	4.00	2.00	-	4.00	3.00	4.00
76 Bldg Maintenance	Organizational Management	28,688	2.60	3.00	2.00	3.00	2.00	3.00	1.00
77 Rec Administration	Personnel Management	90,357	2.60	3.00	1.00	3.00	2.00	4.00	3.00
78 Finance	Receptionist Desk	36,482	2.60	2.00	3.00	3.00	2.00	3.00	1.00
79 Legal	Special Services	-	2.60	3.00	2.00	3.00	2.00	3.00	1.00
80 Bldg Maintenance	General Maintenance	358,955	2.40	1.00	4.00	3.00	2.00	2.00	3.00
81 Central Services	Central Services	73,500	2.20	3.00	2.00	1.00	2.00	3.00	2.00
82 Finance	Contractual Services (RVA, Cable)	9,519	2.20	3.00	2.00	1.00	2.00	3.00	2.00
83 Finance	Organizational Management	29,823	2.20	3.00	2.00	1.00	2.00	3.00	2.00
84 City Council	Intergovernmental Affairs / Memberships	29,490	2.00	3.00	1.00	1.00	2.00	3.00	2.00
85 Bldg Maintenance	Custodial Services	88,360	1.60	1.00	1.00	3.00	1.00	2.00	2.00
		\$ 18,931,869							

City of Roseville
Priority-Based Budgeting
Summary of Non-Tax Programs
2011

Attachment B

8/16/2010
2011
Program Cost
Current

<u>Department / Division</u>	<u>Program / Function</u>			
Planning	Planning - Current	300,235		
Planning	Planning - Long Range	59,842		
Planning	Zoning Code Enforcement	23,702		
Planning	Organizational Management	23,554		
Econ. Development	Economic Development and Redevelopment	104,869		
Econ. Development	Organizational Management	7,744		
Code Enforcement	Building Codes Review and Permits	408,335		
Code Enforcement	Nuisance Code Enforcement	33,981		
Code Enforcement	Organizational Management	64,501		
GIS	GIS	65,679		
GIS	Organizational Management	4,882	----->	1,097,324 Total Community Development
Communications	Newsletter / News Reporting	143,552		
Communications	Audio / Visual	69,274		
Communications	Internet / Website	48,154		
Communications	NSCC Member Dues	84,500	----->	345,480 Total Communications
Info Technology	Enterprise Applications	288,538		
Info Technology	Network Services	60,683		
Info Technology	PDA/Mobile Devices	13,219		
Info Technology	Server Management	49,087		
Info Technology	Telephone/Radio Systems	82,937		
Info Technology	Computer/End User Support	551,331		
Info Technology	User Administration	77,684		
Info Technology	Internet Connectivity	33,688		
Info Technology	Facility Security Systems	2,718		
Info Technology	Organizational Management	3,705	----->	1,163,590 Total Information. Technology
License Center	Pasport Issuance	108,069		
License Center	Motor Vehicle Transactions	479,071		
License Center	Identity Applications	144,418		
License Center	DNR Transactions	28,512		
License Center	Daily Sales Reporting & Cash Reconciliation	143,748		
License Center	Inventory and Supplies	16,565		
License Center	Customer Communications/Problem Solving	134,044		
License Center	Bad Check Recording & Recovery	10,989		
License Center	Organizational Management	79,308	----->	1,144,724 Total License Center
Lawful Gambling	Gambling Licenses & Reports	50,660		
Lawful Gambling	Community Donations	80,000	----->	130,660 Total Lawful Gambling
Water	Infrastructure Maintenance & Repair	749,891		
Water	System Monitoring & Regulation	138,272		
Water	Customer Response	112,099		
Water	GIS	25,106		
Water	Utility Billing	189,891		
Water	Metering	442,786		
Water	Wholesale Water Purchase from St. Paul	4,400,000		
Water	System Depreciation	250,000		
Water	Admin Service Charge	350,000		
Water	Organizational Management	412,770	----->	7,070,815 Total Water
Sewer	Infrastructure Maintenance & Repair	846,840		
Sewer	Customer Response	63,415		
Sewer	GIS	34,298		
Sewer	Sewage Treatment Costs	2,750,000		
Sewer	System Depreciation	190,000		
Sewer	Admin Service Charge	275,000		
Sewer	Organizational Management	254,045	----->	4,413,598 Total Sewer
Storm Sewer	Infrastructure Maintenance & Repair	882,267		
Storm Sewer	Street Sweeping	279,513		
Storm Sewer	Leaf Collection / Compost Maintenance	263,938		
Storm Sewer	System Depreciation	210,000		
Storm Sewer	Admin Service Charge	78,000		
Storm Sewer	Organizational Management	68,626	----->	1,782,344 Total Storm Sewer
Recycling	Program Administration	21,077		
Recycling	Communications	16,061		
Recycling	Data Reporting / Outreach efforts	9,442		
Recycling	Recycling Pickup Contractor	435,000		
Recycling	Admin Service Charge	10,000	----->	491,580 Total Recycling
Golf	Clubhouse Operations	181,154		
Golf	Grounds Maintenance	127,486		
Golf	Department-Wide Support	51,310	----->	359,950 Total Golf
		<u>\$ 18,000,065</u>		

2011 Budget Ranking Methodology

5 - Items in this category, if not funded, are those that could potentially compromise the physical well-being of individuals or property. Examples are the inability of police or fire to respond to calls.

4 - Items in this category, if not funded, are those that could result in substantial increases in the financial burden on the community in subsequent years. Examples of this would be a failure to repair a street or replace a capital asset.

3 - Items in this category, if not funded, are those that could impede the city's ability to provide the type of services that contribute to the quality of life. Examples of this would be funding for the cultural or social events.

2 - Items in this category, if not funded, are those that wouldn't likely affect individuals in the community, but would impede the ability of the city to fulfill its mission. An example of this would be reduced office maintenance.

1 - Items in this category, if not funded, are those that would have little or no impact either on the community, or the city's ability to fulfill its mission. An example of this would be deferred mowing.

City Council

City Council: Business Meetings - City Council salaries and cost of City audit.

City Council: Community Support/Grants - Annual Grants to NWFYS and Roseville Senior Program.

City Council: Intergovernmental Affairs / Memberships - Annual memberships: League of Minnesota Cities; Ramsey County League of Local Governments, Suburban Rate Authority; and National League of Cities

City Council: Recording Secretary – Contract for recording and preparation of city council meeting minutes.

Advisory Commissions

Human Rights Commission – Expenses related to hosting a forum, member training, essay contest member conference attendance and other misc expenses

Ethics Commission - Expenses related to annual Ethics Training and other misc expenses.

Administration

Administration: Customer Service - Time spent responding to phone, email and in person inquiries.

Administration: Council Support - Time spent preparing City Council packets; preparing official documents; Codification of Ordinances; and Administrative support of Ethics and Human Rights Commissions.

Administration: Records Management/Data Practices - Administration of city-wide electronic Records Management system to collect, archive, and retrieve records. Administration of city-wide Data Practices procedures to assure privacy of certain data and appropriate dissemination of public information.

Administration: General Communications - Provide public information via *Roseville City News*; website; news releases, and other materials. Educate the public via tapes/dvds and special events.

Administration: Human Resources - Administration of human capital; benefits and wellness; compensation; employee/labor bargaining and relations; employee training and development; communications; and, legal compliance and record keeping.

Administration: Organizational Management - Time spent planning, leading, and organizing the City and department; participating in general training or meetings, conducting performance evaluations, etc.

190 **Elections**

191

192 Elections - Administration and clerical support for the education, recruitment and training of judges and
193 staff; absentee and Election Day voter support; and precinct preparation. Election Day supplies and annual
194 maintenance fees.

195

196 **Legal**

197

198 Civil Attorney – Annual retainer plus out-of-pocket expenses.

199

200 Prosecuting Attorney – Annual retainer plus out-of-pocket expenses.

201

202 Special Services - Contingency amount budgeted for legal suits and/or other actions.

203

204 **Finance, Central Services, Insurance**

205

206 Banking & Investment Management - Manage the City's investment portfolio and banking relationships
207 including buying and selling investments, transferring cash among city accounts.

208

209 Budgeting / Financial Planning – Coordinate the City's Budget and capital planning function including; the
210 preparation of the annual budget and CIP, and regular preparation of materials for the City Council, City
211 Manager, and Department Heads.

212

213 Business Licenses - Process all tasks related to the issuance of business licenses including; application
214 review and submittals to the City Council.

215

216 Cash Receipts - Process all tasks related to the cash receipts function including; entering cash receipts,
217 balancing the cash drawer, etc.

218

219 Contract Administration - Assist in the coordination of IT JPA's, wireless lease agreements and License
220 Center lease.

221

222 Contractual Services (RVA, Cable) - Provide contractual accounting-related services to the Roseville
223 Visitor's Association, and Cable Commission.

224

225 Debt Management - Coordinate the City's debt management function including the issuance of all debt
226 including conduit financing offerings.

227

228 Economic Development - Assist in the City's Economic Development function.

229

230 Accounts Payable - Process all tasks related to the accounts payable function including; processing
231 invoices, issuing 1099's and sales tax filings.

232

233 Gen. Ledger, Fixed Assets, Financial Reporting - Process all tasks related to the general accounting and
234 financial reporting functions including; journal entries, financial statement preparation, bank reconciliation,
235 etc.

236

237

238 Lawful Gambling - Process all tasks related to the issuance of lawful gambling licenses including;
239 application review and submittals to the City Council.

240
241 Payroll - Process all tasks related to the payroll function including; entering timesheets, managing benefit
242 withholdings, general processing, federal and state reporting, etc.

243
244 Reception Desk - Process all tasks related to the receptionist function including; answering phones,
245 directing lobby traffic, issuing pet licenses, etc.

246
247 Risk Management - Coordinate the City's risk management function including; property/liability, serving as
248 Chair of the Safety Committee, and serving as the City's Agent of Record.

249
250 Utility Billing - Process all tasks related to the utility billing function including; entering meter reads,
251 processing invoices, and servicing accounts.

252
253 Workers Compensation Administration - Administer the City's workers compensation program including
254 managing First Report of Injury forms, and claims administration.

255
256 Organizational Management – Time spent planning, leading, and organizing the department; participating
257 in general training or meetings, conducting performance evaluations, etc.

258
259 Central Services – Includes all general City Hall copier supplies (paper, toner, etc.), letterhead and
260 envelopes, and postage machine lease payments.

261
262 General Insurance - The General Fund's share of the City's workers compensation and property/casualty
263 insurance costs.

264 265 **Police**

266
267 Admin: Response to Public Requests - The foremost function of the police department is to serve and
268 protect the public. Background checks through the Minnesota Bureau of Criminal of Apprehension (BCA)
269 for new hires, gun purchase permits, clearance letters, investigations, business licensing; performed by front
270 office staff trained by the BCA. Copies of police reports are available to the public upon request. The police
271 counter front window is covered Monday-Friday, 8:00 to 4:30 to serve the public. There is also a 24 x 7 x
272 365 entry available to the public.

273
274 Admin: Police Records / Reports - Approximately 25,000 police reports are written by Patrol annually.
275 Record Technicians review and code all reports and then enter the reports into the records management
276 system. Staff scans any media pertaining to the reports and files a hard copy of 25,000 reports. Copies of
277 police reports are available to the public upon request. Police reports are also forwarded to the City/County
278 Attorneys and the Court.

279
280 Admin: Community Liaison - National & Family Night Out, Citizens Academy, Neighborhood Block
281 Watch, volunteer Citizens Park Patrol, Shop with a Cop, Senior Safety Camp, Bike Rodeos, Crime Free
282 Multi-Housing, crime alerts, business/residential premise safety reviews, and statistical crime reporting.

285 Admin: Organizational Management - Personnel supervision, strategic planning, budget
286 planning/management, grant procurement/management, internal investigations, compliance with data
287 practices and state statutes, web site maintenance, policy and procedure development, union deliberation,
288 tactile planning (SWAT) and training.

289
290 Patrol: 24x7x365 First Responder - 24 hour day/seven days week patrol entire City; first responder on the
291 scene of all 911 calls.

292
293 Patrol: Public Safety Promo/Community Interaction - Volunteer Reserve Officer unit, volunteer Citizen's
294 Emergency Response Team (CERT), Explorer's, Officer Friendly, Bike Rodeos, Citizens Academy, Shop
295 with a Cop, and participation in many community events. Patrol by district to become familiar to residents.

296
297 Patrol: Dispatch - Dispatch through Ramsey County Sheriff's Office – 24 x 7 x 365 days/year; billed by
298 number of calls for service.

299
300 Patrol: Police Reports (by Officers) - Approximately 25,000 police reports are written by Patrol annually.
301 All reports are reviewed by a sergeant and then the records technicians for thoroughness and accuracy. A
302 good percentage of incidents require all officers involved write a report on the incident—the first officer on
303 the scene generates the original report and other officers called to the scene generate a supplemental report
304 under the same case number.

305
306 Patrol: Animal Control - The Patrol Division holds the primary responsibility for animal control in the City
307 unless a part-time Community Service Officer is available.

308
309 Patrol: Organizational Management - Personnel supervision, training, compliance with ordinances and
310 statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency;
311 define/establish/attain overall goals and objectives. Sworn officers are mandated by the state to attend
312 several trainings on a regularly scheduled basis—many civil judgments across county (deliberate
313 indifference), constitutional violations.

314
315 Investigations: Crime Scene Processing - On scene collection of evidence; secured filing of evidence in
316 police department; submission of evidence to BCA and courts. May include the writing of search warrants,
317 getting judicial approval of warrant and then execution of said warrant (may include SWAT).

318
319 Investigations: Public Safety Promo/Community Interaction - Officer Friendly, Bike Rodeos, Citizens
320 Academy, Shop With A Cop, "lemonade stand," focused Rosedale surveillance, and participation in many
321 community events. Assist with crime alerts to notify community of criminal activity. Investigation of all
322 major cases that continues until the case is closed. Under contract, the school district pays 2/3 salary of a
323 detective to act as school liaison officer at RAHS during the school year.

324
325 Investigations: Response to Public Requests - To function efficiently the police department needs to see
326 active and continual collaboration with the public, the State, County, other city departments, other law
327 enforcement agencies, the courts, local businesses, the schools, vendors, and unions. Investigation of all
328 major cases (incidents) by the department's detectives that occur in the City of Roseville; investigation
329 continues until case is cleared.

330
331 Investigations: Criminal Prosecutions - Present and forward cases to City/County Attorney, Probation,

332 Child Protection, and other law enforcement/public safety agencies.
333 Investigations: Organizational Management - Personnel supervision, training, compliance with ordinances
334 and statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency;
335 define/establish/attain overall goals and objectives. Reviewing cases to determine which cases require
336 follow-up or review by detectives based on solvability and case load. Coordination and supervision of
337 major investigations and crime scenes.

338
339 Community Services: Community Services – Salary of two part-time temporary CSO’s and annual
340 community service officer budget that includes the cost of the City’s contract with Brighton Vet Clinic—
341 takes in strays and attempts to find owner, also disposes of dead animals.

342
343 Emergency Management: Emergency Management - City-wide emergency siren maintenance, cost of
344 training for designated emergency manager, and cost to support the Department’s volunteer reserve officer
345 program.

346
347 Lake Patrol – Lake Patrol - Ramsey County Sheriff’s Office to patrol Lake Owasso (water issues only).
348

349 **Fire**

350
351 Admin: Fire Administration and Planning - Administrative staff time related to department operations,
352 planning, payroll processing, budgets, meeting, state, local, and federal requirements.

353
354 Admin: Emergency Management - Fire Department staff time for planning and operations related to City
355 wide emergency management.

356
357 Admin: Organizational Management - Fire Department staff time related to daily department operations.

358
359 Prevention: Fire Administration and Planning - Full-time administrative and prevention personnel time for
360 daily operations, personnel management, and planning.

361
362 Prevention: Fire Prevention - Prevention staff to perform prevention, plan review, inspections, fire
363 investigations.

364
365 Fire Fighting/EMS: Fire Administration and Planning - Full-time administrative and operational personnel
366 time for daily operations, personnel management, and planning.

367
368 Fire Fighting/EMS: Fire Suppression/Operations - On-duty staffing available to provide fire related
369 response- General supplies, and equipment- Firefighter uniforms- Vehicle replacement.

370
371 Fire Fighting/EMS: Emergency Medical - On-duty staffing available to provide EMS response- General
372 supplies, and equipment- Firefighter uniforms- Vehicle replacement.

373
374 Fire Fighter Training: Training - Firefighting, EMS, HAZ MAT, OSHA, leadership, rescue, vehicle
375 operations, vehicle driving, equipment operations, report writing, new hire training, all areas of department
376 training.

377

378

Public Works

Admin: Project Delivery – Planning, designing, organizing & managing engineering resources to ensure successful completion 2.5-4.0 million of projects. Construction staking, administration, and inspection of the construction process.

Admin: Street Lighting – Maintain 1300+ street lights & traffic signals, electrical costs for lighting. Manage contract maintenance.

Admin: Permitting – Issue ROW & erosion permits, review plans, inspection, coordinate with applicants. Take corrective action, as needed. Planning & building permit review.

Admin: General Engineering/Customer Service – Assist customers (phone, walk-up, online) with inquiries regarding public utilities, property lines, past & future projects, city services. Design, maintain, and update the City's organized collection of maps using computer hardware, software, geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information

Admin: Storm Water Management – Customer service, engineering, review, and management/coordination of stormwater issues and outside agencies involved in Storm Water Management.

Admin: Organizational Management – Supervise PW Staff, develop and manage the budget. General oversight & planning of the department. Prepare for, participate in, and follow up to Council & Commission meetings.

Streets: Pavement Maintenance – Preventative maintenance & repair of all City pavement to achieve an average condition rating of 75-80. Crackseal and sealcoat on a regular schedule to ensure safe & adequate transportation and to extend life of the pavement in the most cost effective manner.

Streets: Winter Road Maintenance – Keeping roads and streets accessible through the winter is a priority for the City. Full plow after 2 or more inches, ice control as needed to keep roads safe.

Streets: Traffic Management & Control – Design, fabrication, installation and maintenance of City traffic control signs for City streets and parking lots. Street & parking lot striping, including crosswalks, arrows, lane markings, school & parking lots to ensure compliance.

Streets: Streetscape and ROW Maintenance – Regular tree-trimming program to ensure visibility and clearance for safety. Mowing, watering, weeding, picking trash, tree maintenance in all streetscape areas. Mowing & weeding ROW areas.

Streets: Pathways & Parking Lots – Maintain pathways & parking lots to ensure safety to all users and achieve an average pavement condition of 75-80. Sustain an aesthetically pleasing appearance through repairs & various types of sealants. Repair quickly to avoid higher costs or injury.

Streets: Organizational Management – Supervise/oversee street staff, street purchases, manage budget, departmental planning of street division to maintain services.

Street Lighting: Street Lighting – Maintain /replace as needed.

Bldg Maintenance: Custodial services – Provide cleaning of City buildings & contract maintenance to medium level, order supplies, resolve issues to ensure buildings are kept clean and acceptable.

Bldg Maintenance: General Maintenance – Oversee two-person contract custodial staff, HVAC management & monitoring, maintenance, manage summer seasonals.

Bldg Maintenance: Organizational Management – Supervision, budgetary control, planning, leading, and organizing.

Central Garage: Vehicle Repair - Maintenance & repair of City fleet to maintain safe, working condition minimize downtime, and regular scheduled maintenance and repairs.

Central Garage: Organizational Management - Budgetary control, supervision, and organizing workplan for fleet maintenance division.

Sanitary Sewer: Infrastructure Maintenance & Repair - Preventative maintenance & repair of 145 miles sanitary sewer lines and 3,116 sewer manholes. Operate, monitor, maintain & repair lift stations to meet operational standards and necessary reliability.

Sanitary Sewer: Customer Response - Respond to customer inquiries and provide assistance for approximately 10,500 sewer customers. Issues, such as sewer backups are investigated and repaired/resolved 24/7.

Sanitary Sewer: Capital Improvement - Maintain/replace as needed.

Sanitary Sewer: Organizational Management - Supervise/oversee utility staff, organize training, sewer purchases, manage budget, departmental planning of sewer utility to maintain services.

Water: Infrastructure Maintenance & Repair – Preventative maintenance & repair of the water utility infrastructure, including 160 miles of watermain and 1,711 fire hydrants. Monitor, maintain & repair pump station and water tower.

Water: System Monitoring & Regulation - Monitor the water infrastructure and operations for continuous supply, and respond as necessary to ensure continuous service. Test sample as required by regulatory agencies.

Water: Customer Response - Respond to daily customer calls and inquiries, investigate and repair, and educate the customer.

Water: Metering - Reading of approximately of 3,000 water meters per month, plus re-reads and transfer reads. Repair, replace, and inspect water meters as necessary. Maintain all City meters and curb stops (approximately 10,300 each).

Water: Capital Improvement - Rehabilitate or replace water utility infrastructure as needed.

Water: Organizational Management - Supervise/oversee water utility staff, organize training, water purchases, budgetary control, planning, leading, and organizing.

Stormwater: Infrastructure Maintenance & Repair - Preventative maintenance and repair of 135 miles storm sewer mainline. Maintain, inspect and repair 3,500 catch basins and storm water lift stations.

Stormwater: Street Sweeping - Bi-Annual sweeping of city streets and as needed sweeping of streets to keep neighborhoods clean and livable and to protect our ponds, lakes, and wetlands.

Stormwater: Leaf Collection - Annual leaf collection program to remove leaves, clean streets to help keep leaves out of storm sewers and ponds. Maintain the compost site to minimize odors and efficiently compost material, deliver compost and wood chips.

Stormwater: Organizational Management - Supervise/oversee storm utility staff, training, storm purchases; manage budget, departmental planning of storm utility to maintain services.

Parks & Recreation

Admin: Personnel Management – Personnel Management includes direct staffing costs to process and track bi-weekly payroll for 25 FTE employees and over 300 part-time seasonal staff. Personnel Management is responsible for the training and development of 25 FTE employees. Personnel Management includes promoting employment opportunities, recruiting qualified candidates, processing needed personnel paperwork, training to insure high level of delivery and responsibility, supervising to assure quality experiences and services and policy and procedure adherence and evaluating to manage professional and community expectations.

Admin: Financial Management – preparing, executing and monitoring all aspects of the department budgets including revenues and expenses whereby more than 50% is generated through non-tax dollar revenue. Include: planning and coordinating outside funding, administer financial matters on a continual bases. Financial Management involves intensive monitoring of 68 program budgets, 11 facility budgets and 8 event budgets. Financial Management includes the costs to supervise both expense and revenue budgets, to develop annual budgets and to report budget outcomes. Financial Management also includes staffing costs to process, track and report daily cash receipts and credit transactions.

Admin: Planning & Development – Includes: reporting for information and decision making, research, policy development and execution, short term and long term planning, best practice/accreditation maintenance, and special and routine projects and committees. Develop goals and activities, conduct program research and development, legal and legislative work, analyze and plan for program and facility needs, prepare for capital improvements, etc. Planning and Development expenses are connected to department wide and community based policy relations, research and reporting and project management. Often times these projects are at the request of Council, Commission or Administration or involve improved department operations.

Admin: Community Services – includes department customer service, make presentations to local groups, participate with and support more than 20 affiliated groups, resident communications of offerings, special event support and guidance, incorporating technology into operations including website updates and timely e-mail responses. Community Services covers a range of community wide benefits from staff involvement with community organizations and agencies to providing excellent customer service, to offering a wide range of community events to producing communication materials that promote recreational opportunities and facilities and educate and inform the community to serving the community using current technology based tools for registration and communication.

Admin: Citywide Support – Includes projects, tasks, time spent not directly related to parks and recreation, i.e. department head meetings, city council meetings, community presentations, commission support, attending meetings and serving on city committees, coordinating with other city departments, etc. City-Wide Support includes personnel costs for staff involved in inter-department meetings and projects and community programs and events that involve multi city operations.

Skating Center: OVAL – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The OVAL portion reflects the cost of building maintenance, ice and equipment maintenance, personnel management and building and grounds maintenance. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the OVAL for the winter ice season and summer skate park.

Skating Center: Arena – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Indoor Arena portion reflects the cost of building maintenance, ice and equipment maintenance and personnel management. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the year round operation of the Arena.

Skating Center: Banquet Area – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Banquet Area portion reflects the cost of personnel management, program/event management and financial management. The amount reflected in the Banquet portion includes the cost of equipment and building maintenance for the estimated 50,000 users of the banquet facility at the Skating Center. Also included in this budget are the costs of personnel, equipment and supplies and overall facility management to host weddings, class reunions and hundreds of community group meetings and events.

Skating Center: Department wide Support – The amount in this portion of the Skating Center budget reflects the time spent by Skating Center staff working in other areas of the Parks and Recreation Department, i.e. parks and grounds, golf course, recreation, etc.

Programs: Program Management - Recreation Program Management involves all direct costs necessary to provide Roseville with 1850 recreation programs, events and opportunities annually. Program Management services all sectors of the community from the very young to older adults; provides opportunities in the arts, athletics, enrichment, wellness and leisure; and involves individuals, families and groups. Recreation Program Management includes all development, implementation and evaluation responsibilities including planning, communications and promotions, supervision and post program evaluations and reporting.

566 Programs: Personnel Management - Personnel Management is responsible for the training and development
567 of part-time seasonal staff. Over 300 part-time seasonal employees deliver front line recreation services as
568 activity leaders, customer service representatives and facility managers. Personnel Management includes
569 promoting employment opportunities, recruiting qualified candidates, processing needed personnel
570 paperwork, training to insure high level of delivery and responsibility and supervising to assure quality
571 experiences and recreation services.

572
573 Programs: Facility Management - Includes the costs to facilitate current community programming at the
574 following facilities: Brimhall and Central Park Community Gymnasiums, Gymnastic Center, Fairview
575 Community Center, Harriet Alexander Nature Center, ballfields, picnic shelters and the Muriel Sahlin
576 Arboretum. Facility Management provides oversight and direct management for eleven community
577 resources. Facility Management includes direct costs for: scheduling usage, part-time seasonal staffing to
578 supervise facility use, provides needed resources to maintain clean, safe and desirable community facilities.

579
580 Programs: Volunteer Management - The cost to recruit, train, supervise, communicate and recognize the
581 current level of volunteers. Volunteer Management is responsible for recruitment, training and development
582 of parks and recreation volunteer team. Over 3,000 volunteer experiences annually account for 30,000
583 hours of community service as sport coaches, park maintenance, facility support, event support, activity
584 leaders, advisors and advocates. Volunteer Management encompasses all aspects of the volunteer
585 experience from promotion and communication to recruitment and training to supervision and support to
586 recognition and appreciation.

587
588 Programs: Organizational Management - Includes a compilation of program liability insurance and credit
589 card/on-line fees, direct costs for providing credit card use, online services and insurance coverage for
590 recreation programs, facilities, events and services.

591
592 Maintenance: Grounds Maintenance - Grounds maintenance activities include all maintenance and
593 management of activities performed on all City parkland areas, i.e. mowing/trimming, landscape
594 repair/maintenance and construction, pathways maintenance, etc.. This does not include athletic field areas,
595 Muriel Sahlin Arboretum, Harriet Alexander Nature Center, Cedarholm GC and the Roseville Skating
596 Center.

597
598 Maintenance: Facility Maintenance - Facility and Equipment Maintenance includes all maintenance and
599 management of activities performed on all City park facilities, i.e. play equipment, athletic fields, hard
600 surface courts, Muriel Sahlin Arboretum, HANC, park shelters, park ice rinks, wading pool, etc. This does
601 not include the Roseville Skating Center and Cedarholm Golf Course.

602
603 Maintenance: Natural Resources Maintenance - Natural Resources activities include implementation and
604 management of the City Diseased and Hazard Tree program and all natural resource implementation and
605 management activities.

606
607 Maintenance: Department wide support Maintenance - Department-wide support is maintenance for
608 recreation and includes all direct activities and management of those activities to support 1850 Roseville
609 Parks and Recreation Programs and activities and numerous affiliated group efforts.

610
611

612 Maintenance: City wide Support - City-Wide Support includes all activities and management for city-wide
613 events the Parks and Recreation Department Planning and Maintenance Division supports such as National
614 Night Out, Election Support, Roseville Home and Garden Fair, etc. This also includes support for various
615 City committees such as The Development Review Committee, Safety Committee, etc.

Community Development

616 Planning: Current – Receive and review all land use applications (Plats, conditional uses, variances, etc),
617 and guides the application through the approval process.

618 Planning: Long Range – Conducts studies and projects as required by state law (Comprehensive Plan and
619 Zoning code updates) as well as special studies and projects as needed (i.e. lot split study, rental licensing
620 study).

621 Zoning Code Enforcement – Investigation of violations of the City zoning code regarding land use,
622 setbacks, sign codes and enforcing the correction of said violations.

623 Organizational Management – Oversee the implementation of all department functions

624 Economic Development – Works on the creation and the administration of TIF Districts. Conduct business
625 retention and recruitment activities. Apply for economic development grant and loan funds to be used for
626 projects.

627 Building Codes / Permits – Review plans for all residential and commercial improvements in City, issue the
628 required permits and conduct inspections of improvements to ensure compliance with state and local codes.

629 Nuisance Code Enforcement – Investigation of all nuisance complaints (junk, property maintenance, tall
630 grass) and enforcing the correction of said violations. Also conduct the Neighborhood Enhancement
631 Program.

632 GIS – Create and maintain electronic property data base for City staff and public use. Create mailing list
633 for public hearing notices. Maintain online mapping system and city website. Serve as Department
634 Coordinator for electronic archiving of files.