



City Council Agenda

Monday, June 13, 2011

6:00 p.m.

City Council Chambers

(Times are Approximate)

- | | |
|-----------|--|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order June: Johnson, Pust, Willmus,
McGehee, Roe |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| | 4. Council Communications, Reports and Announcements |
| | 5. Recognitions, Donations and Communications |
| 6:10 p.m. | 6. Approve Minutes
a. Approve Minutes of May 23, 2011 Meeting |
| 6:15 p.m. | 7. Approve Consent Agenda
a. Approve Payments
b. Approve Business Licenses
c. Approve General Purchases and Sale of Surplus items in
excess of \$5000
d. Set Deadline for Applications for Human Rights
Commission
e. Set Deadline for Applications for Housing and
Redevelopment Authority
f. Adopt a Resolution Approving a Drive-through as a
Conditional Use at 2750 Snelling Avenue
g. Accept the Office of Traffic Safety Grant Award of one
Panasonic Arbitrator 360 In-squad Camera |
| 6:25 p.m. | 8. Consider Items Removed from Consent |
| | 9. General Ordinances for Adoption |
| 6:30 p.m. | a. Consider an Ordinance Adding Chapter 410 to Title Four |

of the Roseville City Code Regulating the Use Of Coal
Tar Based Sealer Products

- 6:35 p.m. b. Consider an Ordinance Amending Title 7 Chapter 706,
Forestation Control (new Urban Forest Management) and
Title 2 Chapter 203.04 O, Duties and Functions of the
Parks and Recreation Commission Amending Forestation
Control

- 6:40 p.m. c. Consider an Ordinance Amending Zoning Text in Chapter
1004 and 1006 of the Roseville City Code Pertaining to
Front Porch and Covered Entries in the LDR-1 District,
and Parking Setbacks in Employment

10. Presentations

- 6:45 p.m. a. Joint Meeting with the Public Works, Environment and
Transportation Commission

11. Public Hearings

- 7:35 p.m. a. Conduct a Public Hearing for a Variance to the Noise
Ordinance to Extend Construction Activity Hours at the
Rosedale Square Shopping Center

- 7:40 p.m. b. Conduct a Public Hearing and regarding an Amendment to
TIF District #18 Plan and Development District #1

12. Business Items (Action Items)

- 7:55 p.m. a. Consider Request for a Variance to the Noise Ordinance to
Extend Construction Activity Hours at the Rosedale
Square Shopping Center

- 8:00 p.m. b. Consider a Resolution Approving Amendment to TIF
District #18 Plan and Development District #1

- 8:05 p.m. c. Consider Accepting a Livable Housing Incentives Account
Grant for Sienna Green II and enter into a Memorandum
of Understanding with AEON

- 8:10 p.m. d. Consider Appointing City Council Representative to
Northwest Youth and Family Service

- 8:15 p.m. e. Consider Appointing City Council Representative to
Arterial Transitway Corridors Study Stakeholder
Workshop

- 8:20 p.m. f. Review 2011 City Manager Goals

13. Business Items – Presentations/Discussions

- 8:25 p.m. a. Partial Capital Funding Plan and Preliminary Subcommittee Report
- 8:40 p.m. b. Continue Discussions on a Preliminary 2012 Tax Levy
- 9:00 p.m. c. Discuss Request For Proposal (RFP) for Construction Management Services
- 9:10 p.m. d. Discuss Changing Future Part-time Firefighters from Fire Relief to PERA
- 9:20 p.m. e. Discuss Twin Lakes Regulating Map
- 9:50 p.m. **14. City Manager Future Agenda Review**
- 9:55 p.m. **15. Councilmember Initiated Items for Future Meetings**
- 10:00 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Jun 14	6:30 p.m.	Human Rights Commission
Monday	Jun 20	6:00 p.m.	City Council Meeting
Tuesday	Jun 21	6:00 p.m.	Housing & Redevelopment Authority
Tuesday	Jun 21	6:30 p.m.	P&R Commission – Special Meeting regarding Master Plan
Monday	Jun 27	-	Rosefest Parade
Tuesday	Jun 28	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Jul 6	6:30 p.m.	Planning Commission
Monday	Jul 11	6:00 p.m.	City Council Meeting
Monday	Jul 18	6:00 p.m.	City Council Meeting

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

Date: June 13, 2011

Item: 6.a

Approve Minutes of
May 23, 2011 Meeting

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 6/13/2011
Item No.: 7 . a

Department Approval

Chris Miller

Acting City Manager Approval

Chris Miller

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	\$153,939.31
62551-62853	\$682,024.51
Total	\$835,963.82

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

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

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

Accounts Payable

Checks for Approval

User: mary.jenson
Printed: 6/7/2011 - 9:17 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/17/2011	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Field Coil	216.66
0	05/17/2011	General Fund	Vehicle Supplies	Total Tool	Wheels	48.51
0	05/17/2011	General Fund	Vehicle Supplies	Total Tool	Wheels	142.85
0	05/17/2011	P & R Contract Maintenance	Transportation	Jeff Evenson	Mileage Reimbursement	180.54
0	05/17/2011	Recreation Fund	Printing	Roseville Area Schools	Printing Service	784.68
0	05/17/2011	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director- April 2011	250.00
0	05/17/2011	Recreation Fund	Professional Services	Daniel Kuch	Community Band Director Jan-March	500.00
0	05/17/2011	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-300227	Payroll Deduction for 5/17 Payroll	5,111.83
0	05/17/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	855.37
0	05/17/2011	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction for May Payroll	1,314.36
0	05/17/2011	License Center	Rental	Gaughan Properties	License Center Rent	4,719.12
0	05/17/2011	Telecommunications	Printing	Greenhaven Printing	Newsletter Printing	6,030.84
0	05/17/2011	Golf Course	Printing	Greenhaven Printing	Newsletter Printing	45.00
0	05/17/2011	Telecommunications	Use Tax Payable	Greenhaven Printing	Sales/Use Tax	-390.84
0	05/17/2011	Recreation Fund	Operating Supplies	Brock White Co	Hit HY150 Max	47.55
0	05/17/2011	General Fund	Operating Supplies	Integrand Solutions, Inc	Envelopes	264.52
0	05/17/2011	General Fund	209001 - Use Tax Payable	Integrand Solutions, Inc	Sales/Use Tax	-17.02
0	05/17/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Battery	70.45
0	05/17/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Battery	70.45
0	05/17/2011	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Diamond Back Lamps	404.32
0	05/17/2011	General Fund	Vehicle Supplies	MacQueen Equipment	Fender Replacement Kit	949.18
0	05/17/2011	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	623.31
0	05/17/2011	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	553.30
0	05/17/2011	License Center	Office Supplies	Uline	Envelopes	103.20
0	05/17/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Battery	79.88
0	05/17/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Shock Absorber	109.85
0	05/17/2011	Golf Course	Clothing	Spartan Promotional Group, Inc.	Shirts	87.70
0	05/17/2011	General Fund	Motor Fuel	Yocum Oil	Fuel	10,864.40
0	05/17/2011	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-April 2011	6,383.89
0	05/17/2011	Recreation Improvements	Acorn Shelter Demo	Muska Electric Co	Victoria Fields Lighting Repair	3,208.02
0	05/17/2011	Recreation Improvements	CP Dale Street Playground	Muska Electric Co	Victoria Fields Lighting Repair	1,695.13
0	05/17/2011	Recreation Fund	Operating Supplies	Grainger Inc	Lamps	47.71
0	05/17/2011	Recreation Fund	Operating Supplies	Grainger Inc	Cable Ties	99.36
0	05/17/2011	Recreation Fund	Operating Supplies	Grainger Inc	Duct Tape	21.71

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/17/2011	Recreation Fund	Operating Supplies	Grainger Inc	Extension Cords	24.64
0	05/17/2011	General Fund	Operating Supplies City Garage	Eagle Clan, Inc	Latex Gloves, Roll Towels	322.56
0	05/17/2011	Golf Course	Operating Supplies	Davis Equipment Corp	Agitator, Swivel	311.46
0	05/17/2011	General Fund	Vehicle Supplies	Fastenal Company Inc.	2011 Blanket PO for Vehicle Repairs	222.46
Check Total:						46,356.95
0	05/26/2011	General Fund	Vehicle Supplies	Discount Steel Inc	Credit	-3.23
0	05/26/2011	Golf Course	Operating Supplies	Discount Steel Inc	Metal	85.50
0	05/26/2011	P & R Contract Maintenance	Operating Supplies	Goodin Corp.	Coil Tube	443.23
0	05/26/2011	P & R Contract Maintenance	Operating Supplies	Goodin Corp.	Repair Kit	81.54
0	05/26/2011	P & R Contract Maintenance	Operating Supplies	Hirshfield's Inc.	Field Marking Paint	752.67
0	05/26/2011	General Fund	Contract Maintenance	DPMS Firearms, LLC	Rifle, Case	1,162.27
0	05/26/2011	TIF District #17-Twin Lakes	Professional Services	Ratwik, Roszak & Maloney, PA	Legal Services Twin Lakes Condemn:	403.00
0	05/26/2011	Recreation Fund	Professional Services	Mari Marks	Assistant Dance Instructor	31.50
0	05/26/2011	Community Development	Training	Jan Rosemeyer	Mileage Reimbursement	5.10
0	05/26/2011	General Fund	Transportation	Tim Pratt	Conference Expenses Reimbursement	39.00
0	05/26/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	100.76
0	05/26/2011	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director	250.00
0	05/26/2011	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	672.98
0	05/26/2011	License Center	Transportation	Jill Theisen	Mileage Reimbursement	190.74
0	05/26/2011	Recreation Fund	Transportation	Rick Schultz	Mileage Reimbursement	104.81
0	05/26/2011	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	150.00
0	05/26/2011	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	05/26/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	309.66
0	05/26/2011	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,640.00
0	05/26/2011	TIF District #17-Twin Lakes	P-SS-ST-W-10-17 Contractor Pay	WSB & Associates, Inc.	Money Owed on Invoice #10	18.00
0	05/26/2011	Recreation Fund	Printing	Star Tribune	Arts at the Oval Ad	516.00
0	05/26/2011	Recreation Fund	Printing	Greenhaven Printing	Summer Performance in the Park Flyer	1,672.59
0	05/26/2011	Recreation Fund	Use Tax Payable	Greenhaven Printing	Sales/Use Tax	-107.59
0	05/26/2011	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	1st Quarter Webstreaming	900.00
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	38.40
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	38.40
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	25.60
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	211.53
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	32.00
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	38.40
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	32.02
0	05/26/2011	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	219.60
0	05/26/2011	General Fund	Professional Services	City of St. Paul	Wireless and RMS Service-May 2011	2,773.05
0	05/26/2011	General Fund	Professional Services	City of St. Paul	Wireless and RMS Service-May 2011	-85.10
0	05/26/2011	General Fund	Contract Maintenance	City of St. Paul	Wireless and RMS Service-April 2011	48.75
0	05/26/2011	General Fund	Operating Supplies	City of St. Paul	Asphalt Mix	270.65
0	05/26/2011	P & R Contract Maintenance	Vehicle Supplies	Cushman Motor Co Inc	DBL Pitch Link	38.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/26/2011	General Fund	Contract Maintenance Vehicles	Advanced Graphix Inc	Squad Car Graphics	122.91
0	05/26/2011	General Fund	Other Improvements	Advanced Graphix Inc	Squad Car Graphics	4,295.00
0	05/26/2011	General Fund	Contract Maintenance Vehicles	Advanced Graphix Inc	Squad Car Graphics	128.25
0	05/26/2011	P & R Contract Maintenance	Operating Supplies	AmSan Brissman-Kennedy, Inc.	Soap	136.74
0	05/26/2011	Boulevard Landscaping	Operating Supplies	Bachmans Inc	Trees, Shrubs	4,795.42
0	05/26/2011	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	365.32
0	05/26/2011	P & R Contract Maintenance	Operating Supplies	Factory Motor Parts, Co.	Portable Grease Pump	623.94
0	05/26/2011	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Legal Services-Vehicle Forfeiture	1,085.00
0	05/26/2011	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music-May 2011	146.63
0	05/26/2011	General Fund	Utilities	Xcel Energy	Civil Defense	67.67
0	05/26/2011	Golf Course	Utilities	Xcel Energy	Golf	509.97
0	05/26/2011	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	6,265.60
0	05/26/2011	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	3,469.71
0	05/26/2011	General Fund	Utilities	Xcel Energy	Fire Station #1	2,242.62
0	05/26/2011	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	2,628.90
0	05/26/2011	Sanitary Sewer	Utilities	Xcel Energy	Sewer	119.06
0	05/26/2011	Recreation Fund	Utilities	Xcel Energy	Skating	12,291.91
0	05/26/2011	General Fund	Utilities	Xcel Energy	Traffic Signal & Street Lights	4,079.46
0	05/26/2011	Storm Drainage	Utilities	Xcel Energy	Aron Lift Station	15.89
0	05/26/2011	Water Fund	Utilities	Xcel Energy	2501 Fairview/Water Tower	3,575.69
0	05/26/2011	General Fund	Utilities	Xcel Energy	Street Light	12,976.05
0	05/26/2011	General Fund	Contract Maintenance	Total Tool	C&H Annual Inspection	112.22
0	05/26/2011	General Fund	Contract Maint. - City Garage	Total Tool	C&H Annual Inspection	149.63
0	05/26/2011	P & R Contract Maintenance	Contract Maintenance	Total Tool	C&H Annual Inspection	112.22
0	05/26/2011	P & R Contract Maintenance	Contract Maintenance	MTI Distributing, Inc.	Rotary Seal, Oil, O-Ring	419.88
0	05/26/2011	Recreation Fund	Operating Supplies	Eagle Clan, Inc	Toilet Tissue, Roll Towels	422.16
0	05/26/2011	Recreation Fund	Contract Maintenance	Green View Inc.	Oval Cleaning	2,260.90
0	05/26/2011	Information Technology	Operating Supplies	SHI International Corp	Microsoft Upgrade Licenses	254.36
0	05/26/2011	General Fund	Clothing	Streicher's	Level 3A Vest	1,279.98
0	05/26/2011	General Fund	Training	Streicher's	.223 Cal Tactical	683.57
0	05/26/2011	General Fund	Training	Streicher's	.223 Cal Tactical	713.49
0	05/26/2011	P & R Contract Maintenance	Clothing	North Image Apparel, Inc.	Sweatshirts	171.75
0	05/26/2011	Recreation Fund	Clothing	North Image Apparel, Inc.	Sweatshirts	38.25
0	05/26/2011	Golf Course	Operating Supplies	Tessman Seed Co - St. Paul	Grass Seed	324.91
Check Total:						80,177.26
0	05/26/2011	Sanitary Sewer	Miscellaneous Expense	Menards-ACH	Reclass missing receipt to 100-01-23	-10.74
0	05/26/2011	General Fund	Operating Supplies City Garage	Menards-ACH	Reclass missing receipts from 600-05	10.74
Check Total:						0.00
0	06/01/2011	Community Development	Operating Supplies	International Code Council, Inc.	Regional Training-Trooin	28.70
0	06/01/2011	Community Development	Training	International Code Council, Inc.	Regional Training-Trooin	390.00
0	06/01/2011	Housing & Redevelopment Agency	Office Supplies	Jeanne Kelsey	Supplies Reimbursement	9.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/01/2011	Housing & Redevelopment Agency	Office Supplies	Jeanne Kelsey	Supplies Reimbursement	3.20
0	06/01/2011	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	68.63
0	06/01/2011	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	38.40
0	06/01/2011	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Parking Reimbursement	13.00
0	06/01/2011	Community Development	Training	Thomas Paschke	Lunch During Training Class Reimbu	13.68
0	06/01/2011	General Fund	Vehicle Supplies	Midway Ford Co	Shock Absorbers	102.43
0	06/01/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	87.17
0	06/01/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	4.99
0	06/01/2011	General Fund	Vehicle Supplies	Napa Auto Parts		10.93
0	06/01/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	29.25
0	06/01/2011	General Fund	Vehicle Supplies	Napa Auto Parts	Vehicle Supplies	57.04
0	06/01/2011	Pathway Maintenance Fund	Operating Supplies	Certified Laboratories, Inc.	Sur-Smooth	506.16
0	06/01/2011	Storm Drainage	Operating Supplies	Certified Laboratories, Inc.	Sur-Smooth	506.18
0	06/01/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Vehicle Supplies	123.74
0	06/01/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Vehicle Supplies	170.66
0	06/01/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Vehicle Supplies	48.85
0	06/01/2011	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	Vehicle Supplies	78.05
0	06/01/2011	Sanitary Sewer	Vehicles / Equipment	Ziegler Inc	2011 CIP Empire Sand Bucket & Pins	2,547.19
0	06/01/2011	Storm Drainage	Vehicles / Equipment	Ziegler Inc	2011 CIP Empire Sand Bucket & Pins	2,547.18
0	06/01/2011	Water Fund	Vehicles / Equipment	Ziegler Inc	2011 CIP Empire Sand Bucket & Pins	2,547.19
0	06/01/2011	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	General Civil Matters	13,060.00
0	06/01/2011	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	Curb Box, Grate	3,092.96
0	06/01/2011	Sanitary Sewer	Operating Supplies	ESS Brothers & Sons, Inc.	Chimney Patch & Repair	305.72
0	06/01/2011	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	Blanket PO for operating supplies for	1,014.19
Check Total:						27,405.10
62551	05/17/2011	Storm Drainage	Other Improvements	Land Title, Inc.	Closing on Real Property	65,356.27
Check Total:						65,356.27
62552	05/17/2011	Recreation Fund	Professional Services	AARP	Drivers Course	294.00
Check Total:						294.00
62553	05/17/2011	Recreation Fund	Professional Services	AARP	Driving Instructor	176.00
Check Total:						176.00
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Splice, Gounding B2 and Lexington	256.16
62554	05/17/2011	Equipment Replacement Fund	Use Tax Payable	Access Communications Inc	Sales/Use Tax	-16.48
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Splice Point Installation	484.99
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Data Center	390.83
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Gounding, Splice Cabinet Termination	37,383.33
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Splice Case B2 and Hamline	256.16
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	County B/Hamline SP	534.11
62554	05/17/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Fiber Panels Installation	24,704.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						63,993.36
62555	05/17/2011	P & R Contract Maintenance	Operating Supplies	Beacon Athletics. Inc.	Sparkle	700.00
62555	05/17/2011	P & R Contract Maintenance	Operating Supplies	Beacon Athletics. Inc.	Turf	650.00
62555	05/17/2011	P & R Contract Maintenance	Operating Supplies	Beacon Athletics. Inc.	Shipping	240.00
Check Total:						1,590.00
62556	05/17/2011	Recreation Fund	Professional Services	Madeline Bean	Assistant Dance Instructor	31.50
Check Total:						31.50
62557	05/17/2011	Water Fund	Accounts Payable	BELL HOME MORTGAGE	Refund Check	33.72
Check Total:						33.72
62558	05/17/2011	Water Fund	Accounts Payable	ROMAN BORKAN	Refund Check	36.77
62558	05/17/2011	Sanitary Sewer	Accounts Payable	ROMAN BORKAN	Refund Check	8.62
Check Total:						45.39
62559	05/17/2011	Water Fund	Accounts Payable	ALFRED BRUNS	Refund Check	10.13
Check Total:						10.13
62560	05/17/2011	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	67.60
Check Total:						67.60
62561	05/17/2011	Information Technology	Telephone	City of North St. Paul	Data Interconnects	600.00
62561	05/17/2011	Information Technology	Telephone	City of North St. Paul	511 Interconnects	1,900.00
Check Total:						2,500.00
62562	05/17/2011	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	Light, Speaker Cone	209.68
Check Total:						209.68
62563	05/17/2011	Recreation Fund	Operating Supplies	Cool Air Mechanical, Inc.	Three Way Valve	138.42
Check Total:						138.42
62564	05/17/2011	Boulevard Landscaping	Contract Maintenance	Davey Resource Group	Treekeeper Setup	300.00
Check Total:						300.00
62565	05/17/2011	Water Fund	Accounts Payable	DAYVIEW LOAN 200065658 C	Refund Check	7.12
Check Total:						7.12
62566	05/17/2011	Information Technology	Contract Maintenance	DC Group, Inc	MGE UPS Full Service Maintenance	2,652.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						2,652.00
62567	05/17/2011	Recreation Fund	Operating Supplies	Design Mirror & Glass Co.	Mirror Replacement	340.00
Check Total:						340.00
62568	05/17/2011	Recreation Fund	Advertising	Dex Media East LLC	Yellow Pages Advertising	43.02
62568	05/17/2011	Golf Course	Advertising	Dex Media East LLC	Yellow Pages Advertising	43.02
Check Total:						86.04
62569	05/17/2011	Water Fund	Accounts Payable	DIAL	Refund Check	33.80
Check Total:						33.80
62570	05/17/2011	General Fund	211200 - Financial Support	Diversified Collection Services, Inc.		210.24
Check Total:						210.24
62571	05/17/2011	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	211.84
62571	05/17/2011	Water Fund	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	211.83
62571	05/17/2011	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	211.83
62571	05/17/2011	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	269.91
62571	05/17/2011	Water Fund	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	269.90
62571	05/17/2011	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Folding, Mailing	269.91
Check Total:						1,445.22
62572	05/17/2011	Water Fund	Accounts Payable	ERA MUSKY REALTY	Refund Check	51.95
Check Total:						51.95
62573	05/17/2011	Telecommunications	Professional Services	ETC Institute	Community Survey	14,000.00
Check Total:						14,000.00
62574	05/17/2011	Sanitary Sewer	Professional Services	Foth Infrastructure & Environmental, LLC	Lift Station Flow Analysis	1,488.36
Check Total:						1,488.36
62575	05/17/2011	Water Fund	Accounts Payable	WENDELL FRERICH	Refund Check	2.62
62575	05/17/2011	Sanitary Sewer	Accounts Payable	WENDELL FRERICH	Refund Check	11.98
Check Total:						14.60
62576	05/17/2011	General Fund	Operating Supplies	General Industrial Supply Co.	Shovels	73.10
62576	05/17/2011	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Shovels	73.11
62576	05/17/2011	Boulevard Landscaping	Operating Supplies	General Industrial Supply Co.	Shovels	73.10
Check Total:						219.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62577	05/17/2011	Golf Course	Fee Program Revenue	GolfTec	Golf Clinic	400.00
					Check Total:	400.00
62578	05/17/2011	Recreation Fund	Operating Supplies	Groth Music	Roseville Band Sheet Music	254.90
					Check Total:	254.90
62579	05/17/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	Police Dept Computer Equipment	946.22
62579	05/17/2011	License Center	Computer Equipment	Hewlett-Packard Company	License Center Computer Equipment	1,961.77
62579	05/17/2011	Information Technology	Operating Supplies	Hewlett-Packard Company	Docking Station	183.28
					Check Total:	3,091.27
62580	05/17/2011	General Fund	Contract Maintenance	Highway Technologies, Inc.	2011 Centerline Painting	3,494.11
					Check Total:	3,494.11
62581	05/17/2011	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	Payroll Deduction for 5/17 Payroll	538.83
					Check Total:	538.83
62582	05/17/2011	Golf Course	Green Fees	Kurt Indechar	Youth Golf Refund	105.00
62582	05/17/2011	Golf Course	Junior Golf League Registratio	Kurt Indechar	Youth Golf Refund	7.00
					Check Total:	112.00
62583	05/17/2011	Municipal Community Band	Miscellaneous Expense	Laura Johnson	Community Band Scholarship-2011	500.00
					Check Total:	500.00
62584	05/17/2011	General Fund	Contract Maint. - City Hall	Life Safety Systems	Annual Monitoring Charge	347.34
					Check Total:	347.34
62585	05/17/2011	Housing & Redevelopment Agency	Miscellaneous	MAGC	Awards Program	70.00
					Check Total:	70.00
62586	05/17/2011	Recreation Fund	Fee Program Revenue	Theresa Mallia	Key Deposit Refund	25.00
					Check Total:	25.00
62587	05/17/2011	Information Technology	Contract Maintenance	McAfee, Inc.	Disaster Recovery Service	195.00
					Check Total:	195.00
62588	05/17/2011	Water Fund	Accounts Payable	BERNARD MCMANUS	Refund Check	15.72
					Check Total:	15.72
62589	05/17/2011	Recreation Fund	Operating Supplies	MIDC Enterprises	PVC Cement	31.42
62589	05/17/2011	General Fund	Op Supplies - City Hall	MIDC Enterprises	Couplings, PVC	58.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62590	05/17/2011	Recreation Fund	Operating Supplies	Mikes Pro Shop	Check Total:	89.73
					Trophy	8.57
62591	05/17/2011	Recreation Fund	Professional Services	Jack Moran	Check Total:	8.57
					Run for the Roses Listing	10.00
62592	05/17/2011	General Fund	Conferences	MPERLA	Check Total:	10.00
					Conference Registration-Bacon	199.00
62593	05/17/2011	Recreation Fund	Fee Program Revenue	William Mulry	Check Total:	199.00
					Key Deposit Refund	25.00
62594	05/17/2011	Information Technology	Contract Maintenance	Nardini Fire Equipment Co, Inc	Check Total:	25.00
					Engine Inspection	200.00
62595	05/17/2011	N. Suburban Cable Comm.	Franchise Fee Refund	North Suburban Access Corp	Check Total:	200.00
					Remit Funds	255,019.80
62596	05/17/2011	Golf Course	Contract Maintenance	On Site Sanitation, Inc.	Check Total:	255,019.80
					Monthly Rent	28.86
62597	05/17/2011	Water Fund	Accounts Payable	SCOTT PAHL	Check Total:	28.86
					Refund Check	51.20
62598	05/17/2011	Recreation Fund	Printing	Pioneer Press	Check Total:	51.20
					Newspaper Advertising	350.00
62598	05/17/2011	Golf Course	Advertising	Pioneer Press	Newspaper Advertising	650.00
62599	05/17/2011	General Fund	211401- HSA Employee	Premier Bank	Check Total:	1,000.00
					HSA	1,960.57
62599	05/17/2011	General Fund	211405 - HSA Employer	Premier Bank	HSA	3,837.69
62600	05/17/2011	General Fund	Contract Maint. - City Hall	Pro-Tec Design, Inc.	Check Total:	5,798.26
					Card Reader Repair	936.95
62601	05/17/2011	Telephone	St. Anthony Telephone	Qwest	Check Total:	936.95
					Telephone	90.78
62601	05/17/2011	Telephone	St. Anthony Telephone	Qwest	Telephone	56.08
					Telephone	199.28
62601	05/17/2011	Telephone	St. Anthony Telephone	Qwest	Telephone	42.76
					Telephone	

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62601	05/17/2011	Telephone	Telephone	Qwest	Telephone	128.26
62601	05/17/2011	Telephone	Telephone	Qwest	Telephone	39.04
62601	05/17/2011	Telephone	Telephone	Qwest	Telephone	101.64
Check Total:						657.84
62602	05/17/2011	Water Fund	Accounts Payable	JOANNE RUEDY	Refund Check	68.96
Check Total:						68.96
62603	05/17/2011	Recreation Fund	Professional Services	Melissa Schuler	Assistant Dance Instuctor	45.50
Check Total:						45.50
62604	05/17/2011	Golf Course	Day League Registration	Joan Seidel	Golf League Refund	16.00
Check Total:						16.00
62605	05/17/2011	Golf Course	Green Fees	Cathie Sigmundik	Golf League Refund	86.40
Check Total:						86.40
62606	05/17/2011	General Fund	211200 - Financial Support	Steward, Zlimen & Jungers, LTD	Case #: 09-06243	68.90
Check Total:						68.90
62607	05/17/2011	Pathway Maintenance Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Modified Asphalt	1,464.67
Check Total:						1,464.67
62608	05/17/2011	Water Fund	Accounts Payable	THE EWING GROUP LLC	Refund Check	145.03
Check Total:						145.03
62609	05/17/2011	Water Fund	Accounts Payable	TIM PORT GROUP LLC	Refund Check	46.77
Check Total:						46.77
62610	05/17/2011	General Fund	Training	Twin Cities Transport & Recove	Car for Fire Dept Training	80.16
Check Total:						80.16
62611	05/17/2011	General Fund	Vehicle Supplies	United Rentals Northwest, Inc.	Cordless Saw Kit	250.56
Check Total:						250.56
62612	05/17/2011	Golf Course	Operating Supplies	US Bank	Ladies League Prizes	1,000.00
Check Total:						1,000.00
62613	05/17/2011	Recreation Fund	Professional Services	Kristina Van Deusen	Assistant Dance Instructor	49.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						49.50
62614	05/17/2011	Recreation Fund	Operating Supplies	The Vernon Company	Rosefest Buttons	575.61
Check Total:						575.61
62615	05/17/2011	Recreation Fund	Operating Supplies	Viking Electric Supply, Inc.	Cover	85.46
Check Total:						85.46
62616	05/17/2011	Water Fund	Accounts Payable	ANDREW WINEGARTEN	Refund Check	32.72
Check Total:						32.72
62617	05/17/2011	Water Fund	Accounts Payable	JEROME WISDORF	Refund Check	103.95
Check Total:						103.95
62618	05/17/2011	Water Fund	Accounts Payable	NADIA WOOD	Refund Check	21.05
Check Total:						21.05
62619	05/17/2011	General Fund	Contract Maint. - City Garage	Zahl Petroleum Maintenance Co	Diesel Tank Service	196.50
Check Total:						196.50
62620	05/25/2011	Community Development	Operating Supplies	Suburban Ace Hardware	Shovel	11.17
62620	05/25/2011	General Fund	Vehicle Supplies	Suburban Ace Hardware	Builders	17.79
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Key	2.13
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Glue	5.33
62620	05/25/2011	Golf Course	Vehicle Supplies	Suburban Ace Hardware	Power Equipment Parts	7.47
62620	05/25/2011	Golf Course	Vehicle Supplies	Suburban Ace Hardware	Cleaner	6.19
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Heat Shrink	29.86
62620	05/25/2011	General Fund	Vehicle Supplies	Suburban Ace Hardware	Fasteners	3.44
62620	05/25/2011	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware	Adapters	7.45
62620	05/25/2011	Community Development	Operating Supplies	Suburban Ace Hardware	Tape	4.58
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Spray Paint	4.26
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Weed & Feed	38.46
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Glue, Fasteners	15.05
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Fasteners	21.49
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Keys	21.27
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Straps	34.52
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Electrical Supplies	8.55
62620	05/25/2011	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware	Keys	16.00
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Fasteners, Drill Bit	19.74
62620	05/25/2011	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware	Trash Can	54.70
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Credit	-22.38
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Wasp & Hornet Killer	22.38

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62620	05/25/2011	General Fund	Operating Supplies	Suburban Ace Hardware	Key	3.20
Check Total:						332.65
62720	05/26/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Handhole Access Fee-B2 and Lexingt	1,125.00
62720	05/26/2011	Info Tech/Contract Cities	Roseville School Joint Fiber	Access Communications Inc	Rsvl High School Handhole	3,969.28
62720	05/26/2011	Info Tech/Contract Cities	Roseville School Joint Fiber	Access Communications Inc	Rsvl High School-Fiber Patch Installa	195.00
Check Total:						5,289.28
62721	05/26/2011	Storm Drainage	Operating Supplies	Aggregate Industries-Midwest Region	Concrete Sand	273.88
Check Total:						273.88
62722	05/26/2011	General Fund	Training	Allina Hospitals & Clinics	EMT Training	796.80
Check Total:						796.80
62723	05/26/2011	Police Forfeiture Fund	Professional Services	American Messaging		100.14
Check Total:						100.14
62724	05/26/2011	Water Fund	Accounts Payable	TARA ANDERSON	Refund Check	852.96
Check Total:						852.96
62725	05/26/2011	Recreation Fund	Professional Services	Tucker Apold	Lacrosse Officiating	114.00
Check Total:						114.00
62726	05/26/2011	Water Fund	Hydrant Meter Deposits	Associated Mech Contractors	Hydrant Meter Refund	400.00
62726	05/26/2011	Water Fund	Water - Roseville	Associated Mech Contractors	Hydrant Meter Refund	-2.70
62726	05/26/2011	Water Fund	Miscellaneous Revenue	Associated Mech Contractors	Hydrant Meter Refund	-40.00
Check Total:						357.30
62727	05/26/2011	Solid Waste Recycle	Conferences	Association of Recycling Managers	Annual Workshop-Tim Pratt	20.00
Check Total:						20.00
62728	05/26/2011	Recreation Fund	Fee Program Revenue	Joseph Bartels	Sand Volleyball Refund	131.44
62728	05/26/2011	Recreation Fund	Fee Program Revenue	Joseph Bartels	Sand Volleyball Refund	10.00
62728	05/26/2011	Recreation Fund	Collected Insurance Fee	Joseph Bartels	Sand Volleyball Refund	10.00
62728	05/26/2011	Recreation Fund	Fee Program Revenue	Joseph Bartels	Sand Volleyball Refund	50.00
62728	05/26/2011	Recreation Fund	Fee Program Revenue	Joseph Bartels	Sand Volleyball Refund	50.00
62728	05/26/2011	Recreation Fund	Sales Tax Payable	Joseph Bartels	Sand Volleyball Refund	3.56
Check Total:						255.00
62729	05/26/2011	General Fund	Operating Supplies	Batteries Plus, Inc.	AAA Batteries	52.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						52.16
62730	05/26/2011	Recreation Fund	Professional Services	Angela Benes	Tap for Adults Instruction	280.00
Check Total:						280.00
62731	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Dennis Born	Energy Audit	60.00
Check Total:						60.00
62732	05/26/2011	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning-License Center	29.00
Check Total:						29.00
62733	05/26/2011	Storm Drainage	Other Improvements	Capitol Region Watershed District	Cooperative Construction Agreement	19,087.00
Check Total:						19,087.00
62734	05/26/2011	Recreation Fund	Temporary Employees	Karen Carrier	Tai Chi Instruction	100.00
Check Total:						100.00
62735	05/26/2011	General Fund	Office Supplies	CDW Government, Inc.	Flash Drives	20.67
Check Total:						20.67
62736	05/26/2011	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Trimmer Supplies	176.21
Check Total:						176.21
62737	05/26/2011	Recreation Fund	Professional Services	Chanhassen Dinner Theatre Corp	Adult Trips Matinee	1,720.00
Check Total:						1,720.00
62738	05/26/2011	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	29.26
62738	05/26/2011	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	5.39
62738	05/26/2011	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	5.39
62738	05/26/2011	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	29.26
62738	05/26/2011	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	29.26
62738	05/26/2011	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	5.39
62738	05/26/2011	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	5.39
62738	05/26/2011	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	29.26
Check Total:						138.60
62739	05/26/2011	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transaction Fees	1,418.40
Check Total:						1,418.40
62740	05/26/2011	General Fund	Operating Supplies	Coaching Systems, LLC	CEVO Police Replacement DVD	76.34
62740	05/26/2011	General Fund	209001 - Use Tax Payable	Coaching Systems, LLC	Sales/Use Tax	-4.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						71.43
62741	05/26/2011	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Midway Speedskating-April Bingo	2,143.00
Check Total:						2,143.00
62742	05/26/2011	Police Forfeiture Fund	Professional Services	Crime Reports, Inc	Command Central Annual Subscriptic	2,388.00
Check Total:						2,388.00
62743	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Janarthanan Dakshinamoorthy	Energy Audit	60.00
Check Total:						60.00
62744	05/26/2011	General Fund	Training	Donald Salverda & Associates	Effective Management Books	46.96
Check Total:						46.96
62745	05/26/2011	Recreation Fund	Professional Services	Sharon Eaton	Preschool Instructor	296.00
Check Total:						296.00
62746	05/26/2011	Sanitary Sewer	Postage	Ecoenvelopes, LLC	Utility Billing Section #2-Postage	453.33
62746	05/26/2011	Water Fund	Postage	Ecoenvelopes, LLC	Utility Billing Section #2-Postage	453.34
62746	05/26/2011	Storm Drainage	Postage	Ecoenvelopes, LLC	Utility Billing Section #2-Postage	453.33
Check Total:						1,360.00
62747	05/26/2011	Recreation Fund	Operating Supplies	Electric Motor Repair, Inc	Motor	320.13
62747	05/26/2011	Recreation Fund	Operating Supplies	Electric Motor Repair, Inc	Credit	-275.20
Check Total:						44.93
62748	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Emmons & Olivier Resources, Inc.	GLWMO Mgmt Plan Services-Jan 20	13,134.30
62748	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Emmons & Olivier Resources, Inc.	GLWMO Mgmt Plan Services-March	11,385.59
62748	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Emmons & Olivier Resources, Inc.	GLWMO Mgmt Plan Services-April 2	3,182.00
Check Total:						27,701.89
62749	05/26/2011	General Fund	Operating Supplies	Fed Ex	Shipping Charges	23.20
Check Total:						23.20
62750	05/26/2011	Recreation Improvements	CP Dale Street Playground	Flanagan Sales, Inc.	Playground Supplies	1,284.70
Check Total:						1,284.70
62751	05/26/2011	Recreation Fund	Fee Program Revenue	Vienna Folliard	Key Deposit Refund	25.00
Check Total:						25.00
62752	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Bradley Guertin	Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						60.00
62753	05/26/2011	P & R Contract Maintenance	Operating Supplies	Hardwood Creek Lumber, Inc.	Hubs, Pine Laths	109.33
62753	05/26/2011	General Fund	Operating Supplies	Hardwood Creek Lumber, Inc.	Hubs, Pine Laths	28.98
62753	05/26/2011	General Fund	Operating Supplies	Hardwood Creek Lumber, Inc.	Hubs, Pine Laths	593.21
Check Total:						731.52
62754	05/26/2011	Recreation Fund	Fee Program Revenue	Dorene Hernandez	Key Deposit Refund	25.00
Check Total:						25.00
62755	05/26/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	BL537A HP Storage Works MSL202	6,000.00
62755	05/26/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	462828-B21 HPP212/ZM Smart Arr	145.27
62755	05/26/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	AE470A HP SAS Min-Mln 1x-2M C	48.00
62755	05/26/2011	Information Technology	Computer Equipment	Hewlett-Packard Company	Sales Tax	425.79
Check Total:						6,619.06
62756	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Ed Hodder	Energy Audit	60.00
Check Total:						60.00
62757	05/26/2011	Singles Program	Operating Supplies	Jean Hoffman	Singles Supplies Reimbursement	58.34
Check Total:						58.34
62758	05/26/2011	Recreation Fund	Operating Supplies	Ice Skating Institute	Badges	71.61
62758	05/26/2011	Recreation Fund	Use Tax Payable	Ice Skating Institute	Sales/Use Tax	-4.61
Check Total:						67.00
62759	05/26/2011	General Fund	Operating Supplies	Impressive Print	Letterhead Paper	2,345.91
62759	05/26/2011	General Fund	Printing	Impressive Print	Envelopes	3,117.54
Check Total:						5,463.45
62760	05/26/2011	Telephone	Telephone	Integra Telecom	Telephone	308.46
Check Total:						308.46
62761	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Tim Isaksen	Energy Audit	60.00
Check Total:						60.00
62762	05/26/2011	P & R Contract Maintenance	Contract Maintenance	J.R. Johnson Supply, Inc.	Glyphosate Plust	60.92
62762	05/26/2011	P & R Contract Maintenance	Contract Maintenance	J.R. Johnson Supply, Inc.	Plant Marker	30.46
Check Total:						91.38
62763	05/26/2011	Recreation Fund	Professional Services	B. Patricia Jemie	Stretch and Strength Instructor	144.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount	
62764	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Kathleen Johnson	Check Total:	144.00	
					Energy Audit	60.00	
62765	05/26/2011	General Fund	Other Improvements	Keepsr Inc	Check Total:	60.00	
62765	05/26/2011	General Fund	Other Improvements	Keepsr Inc	Pistol Nightsights	2,640.87	
62765	05/26/2011	Police Forfeiture Fund	Professional Services	Keepsr Inc	Pistols	6,359.13	
					Pistols	15,059.69	
62766	05/26/2011	Recreation Fund	Professional Services	Casey Kohs	Check Total:	24,059.69	
					Assistant Dance Instructor	64.75	
62767	05/26/2011	Recreation Fund	Fee Program Revenue	Brian Koland	Check Total:	64.75	
					Key Deposit Refund	25.00	
62768	05/26/2011	General Fund	Memberships & Subscriptions	League of MN Cities	Check Total:	25.00	
					PATROL Subscription	141.66	
62769	05/26/2011	P & R Contract Maintenance	Operating Supplies	Locators & Supplies, Inc	Check Total:	141.66	
62769	05/26/2011	General Fund	Operating Supplies	Locators & Supplies, Inc	Marking Paint	185.00	
62769	05/26/2011	Pathway Maintenance Fund	Operating Supplies	Locators & Supplies, Inc	Marking Paint	154.43	
62769	05/26/2011	General Fund	Operating Supplies	Locators & Supplies, Inc	Marking Paint	154.42	
62769	05/26/2011	Water Fund	Operating Supplies	Locators & Supplies, Inc	Marking Paint	411.25	
62769	05/26/2011	Sanitary Sewer	Operating Supplies	Locators & Supplies, Inc	Marking Paint	236.78	
62769	05/26/2011	Storm Drainage	Operating Supplies	Locators & Supplies, Inc	Marking Paint	236.78	
					Marking Paint	236.79	
62770	05/26/2011	General Fund	211402 - Flex Spending Health		Check Total:	1,615.45	
					Flexible Benefit Reimbursement	204.84	
62771	05/26/2011	P & R Contract Maintenance	Operating Supplies	M/A Associates	Check Total:	204.84	
					Heavy Duty Liners	714.67	
62772	05/26/2011	General Fund	Operating Supplies	Martin Marietta Materials Inc	Check Total:	714.67	
62772	05/26/2011	General Fund	Operating Supplies	Martin Marietta Materials Inc	FA2 Class A Aggregate per Joint Pow	307.67	
					FA2 Class A Aggregate per Joint Pow	26,377.19	
62773	05/26/2011	P & R Contract Maintenance	Operating Supplies	Menards	Check Total:	26,684.86	
					Water, Disinfectant Wipes, Bags	113.88	
						Check Total:	113.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62774	05/26/2011	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Couplings, Bushings	66.03
					Check Total:	66.03
62775	05/26/2011	General Fund	Professional Services	MMKR	2010 Audit	11,500.00
					Check Total:	11,500.00
62776	05/26/2011	General Fund	Memberships & Subscriptions	MN City/County Mngmt Assoc.	Membership Dues-Malinen	160.97
					Check Total:	160.97
62777	05/26/2011	General Fund	Professional Services	Multicare Associates	Pre Placement Exam, Vaccines, Audic	550.00
					Check Total:	550.00
62778	05/26/2011	Recreation Fund	Professional Services	Bob Nielsen	Van Loading/Unloading	40.00
					Check Total:	40.00
62779	05/26/2011	General Fund	Transportation	Julie Nordendale	Mileage Reimbursement	19.18
					Check Total:	19.18
62780	05/26/2011	Recreation Fund	Advertising	North Suburban Evening Lions Club	Placemat Advertising	50.00
					Check Total:	50.00
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	44.89
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	55.65
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	55.65
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	55.65
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	25.65
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	107.79
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	8.02
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	1.60
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	83.41
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	30.46
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	35.27
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	8.02
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	8.02
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	41.68
62781	05/26/2011	Recreation Fund	Rental	On Site Sanitation, Inc.	Monthly Service	12.83
62781	05/26/2011	General Fund	Training	On Site Sanitation, Inc.	Regular Unit	44.89
					Check Total:	619.48
62783	05/26/2011	P & R Contract Maintenance	Operating Supplies	Out Back Nursery Inc.	Maple Tree	80.69

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62784	05/26/2011	General Fund	Operating Supplies	Petco Animal Supplies, Inc.	Check Total:	80.69
					K9 Supplies	117.82
62785	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Tom Petersen	Check Total:	117.82
					Administrative & Technical Services	1,890.00
62785	05/26/2011	Grass Lake Water Mgmt. Org.	Operating Supplies	Tom Petersen	Supplies Reimbursement	80.00
62786	05/26/2011	General Fund	Postage	Postmaster	Check Total:	1,970.00
					BRM Permit-Acct 2437	190.00
62787	05/26/2011	Recreation Fund	Contract Maintenance	Printers Service Inc	Check Total:	190.00
					Ice Knife Sharpening	109.00
62788	05/26/2011	General Fund	Contract Maintenance	Public Safety Equipment LLC	Check Total:	109.00
					Radar Units Certification	570.00
62789	05/26/2011	Telephone	Telephone	Qwest Communications	Check Total:	570.00
					Telephone	24.33
62790	05/26/2011	General Fund	Dispatching Services	Ramsey County	Check Total:	24.33
					911 Dispatch Service-April 2011	18,901.85
62790	05/26/2011	General Fund	Contract Maintenance	Ramsey County	Fleet Support-April	300.16
62790	05/26/2011	General Fund	Professional Services	Ramsey County	Fleet Support-April 2011	506.24
62791	05/26/2011	P & R Contract Maintenance	Contract Maintenance	Rick Johnson's Deer & Beaver Inc.	Check Total:	19,708.25
					Deer Removal	100.00
62792	05/26/2011	Recreation Fund	Operating Supplies	Nancy Riemann	Check Total:	100.00
					Ice Show Decorations	514.94
62793	05/26/2011	Sanitary Sewer	Sewer SAC Charges	Ronald Anderson Construction	Check Total:	514.94
					Portion of Building Permit Refund	2,230.00
62793	05/26/2011	Community Development	Building Permits	Ronald Anderson Construction	Portion of Building Permit Refund	506.25
62793	05/26/2011	Community Development	Building Surcharge	Ronald Anderson Construction	Portion of Building Permit Refund	37.50
62793	05/26/2011	Community Development	Plan Check Fees	Ronald Anderson Construction	Portion of Building Permit Refund	329.06
62794	05/26/2011	Recreation Fund	Professional Services	Lucas Scharrer	Check Total:	3,102.81
					Lacrosse Officiating	38.00
					Check Total:	38.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62795	05/26/2011	Recreation Fund	Professional Services	Melissa Schuler	Assistant Dance Instructor	84.00
					Check Total:	84.00
62796	05/26/2011	Housing & Redevelopment Agency	Payment to Owners	Chris Snyder	Energy Audit	60.00
					Check Total:	60.00
62797	05/26/2011	P & R Contract Maintenance	Operating Supplies	Stanley Security Solutions, Inc.	Keys	30.64
					Check Total:	30.64
62798	05/26/2011	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner, Storage Tape	63.48
					Check Total:	63.48
62799	05/26/2011	Recreation Fund	Fee Program Revenue	Rhianna Stave	City Wide Garage Sale Refund	10.00
					Check Total:	10.00
62800	05/26/2011	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	270.25
62800	05/26/2011	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.44
62800	05/26/2011	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	310.50
62800	05/26/2011	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.44
62800	05/26/2011	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	HRA Meeting Minutes	103.50
62800	05/26/2011	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Mileage Reimbursement	4.44
62800	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Sheila Stowell	GLWMO Meeting Minutes	212.75
62800	05/26/2011	Grass Lake Water Mgmt. Org.	Professional Services	Sheila Stowell	Mileage Reimbursement	4.44
					Check Total:	914.76
62801	05/26/2011	General Fund	Operating Supplies	Taser International, Inc.	X26 Yellow/Black DPM	350.00
					Check Total:	350.00
62802	05/26/2011	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	232.37
					Check Total:	232.37
62803	05/26/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
62803	05/26/2011	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	106.88
62803	05/26/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	335.49
62803	05/26/2011	General Fund	Contract Maintenance Vehicles	Twin Cities Transport & Recove	Towing Service	53.44
62803	05/26/2011	General Fund	Professional Services	Twin Cities Transport & Recove	Towing Service	160.31
62803	05/26/2011	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	90.84
62803	05/26/2011	General Fund	Operating Supplies	Twin Cities Transport & Recove	Towing Service	90.84
					Check Total:	928.64
62804	05/26/2011	General Fund	Operating Supplies	U of M Veterinary Medical Center	K9 Supplies	53.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						53.64
62805	05/26/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Shirts, Gloves	85.31
62805	05/26/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Belts	75.78
62805	05/26/2011	General Fund	Training	Uniforms Unlimited, Inc.	Adapter, Targets	232.31
62805	05/26/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Belts	87.09
62805	05/26/2011	General Fund	Clothing	Uniforms Unlimited, Inc.	Jacket, Shirts	502.51
Check Total:						983.00
62806	05/26/2011	Storm Drainage	Professional Services	United Rentals Northwest, Inc.	Mini Excavator	255.10
Check Total:						255.10
62807	05/26/2011	P & R Contract Maintenance	Training	University of Minnesota	Shade Tree Course-Twaroski	180.00
62807	05/26/2011	P & R Contract Maintenance	Training	University of Minnesota	Shade Tree Course-Skogstad	165.00
Check Total:						345.00
62808	05/26/2011	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	7,302.77
Check Total:						7,302.77
62809	05/26/2011	Recreation Fund	Professional Services	Urban Communications. LLC	Lamps	1,406.48
Check Total:						1,406.48
62810	05/26/2011	General Fund	Operating Supplies	US Bank	Petty Cash	9.50
62810	05/26/2011	General Fund	Operating Supplies	US Bank	Petty Cash	38.00
62810	05/26/2011	General Fund	Operating Supplies	US Bank	Petty Cash	9.50
62810	05/26/2011	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash	20.00
62810	05/26/2011	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash	20.00
62810	05/26/2011	General Fund	Operating Supplies	US Bank	Petty Cash	14.50
62810	05/26/2011	General Fund	Miscellaneous	US Bank	Petty Cash	28.72
62810	05/26/2011	Telecommunications	Conferences	US Bank	Petty Cash	33.00
62810	05/26/2011	General Fund	Miscellaneous	US Bank	Petty Cash	14.57
62810	05/26/2011	General Fund	Training	US Bank	Petty Cash	6.00
Check Total:						193.79
62811	05/26/2011	Recreation Fund	Professional Services	Kristina Van Deusen	Assistant Dance Instructor	69.00
Check Total:						69.00
62812	05/26/2011	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	220.62
Check Total:						220.62
62813	05/26/2011	P & R Contract Maintenance	Operating Supplies	Viking Industrial Center	Gloves, Ear Plugs	170.86

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
62814	05/26/2011	Recreation Fund	Non Fee Program Revenue	Mary Volk	Check Total:	170.86
					Birding Class Refund	10.00
62815	05/26/2011	P & R Contract Maintenance	Minor Equipment	Waconia Farm Supply	Check Total:	10.00
					Weed Whips	846.42
62816	05/26/2011	Recreation Fund	Professional Services	Angela Wu	Check Total:	846.42
					Tennis Instructor	108.00
62817	05/26/2011	Recreation Fund	Professional Services	Youth Enrichment League, Corp.	Check Total:	108.00
					Lego Class	2,856.00
62817	05/26/2011	Recreation Fund	Professional Services	Youth Enrichment League, Corp.	Lego Class	2,346.00
62818	05/26/2011	Storm Drainage	Operating Supplies	Zep Manufacturing Co	Check Total:	5,202.00
					Mudslide	149.41
62818	05/26/2011	Storm Drainage	Use Tax Payable	Zep Manufacturing Co	Sales/Use Tax	-9.61
62819	06/01/2011	HRA Property Abatement Program	Payments to Contractors	A1A Containers & Cleanups, Inc	Check Total:	139.80
					Debris Cleanup-1624 Ridgewood Ave	517.19
62819	06/01/2011	HRA Property Abatement Program	Payments to Contractors	A1A Containers & Cleanups, Inc	Debris Cleanup-1065 Ryan Ave	154.00
62820	06/01/2011	Equipment Replacement Fund	Other Improvements	Access Communications Inc	Check Total:	671.19
					Rsvl-N St Paul Fiber Connections	5,162.18
62821	06/01/2011	General Fund	Training	Sam Baker	Check Total:	5,162.18
					Supplies Reimbursement	59.42
62822	06/01/2011	Equipment Replacement Fund	Rental - Copier Machines	Banc of America Leasing	Check Total:	59.42
					Final Payment on Old Copier	2,700.45
62823	06/01/2011	Boulevard Landscaping	Operating Supplies	Central Landscape Supply	Check Total:	2,700.45
					Nitrile Gloves, Cutting Blade, Treega	312.18
62824	06/01/2011	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	Check Total:	312.18
					PACAL Payment-2nd Quarter 2011	421.36
62825	06/01/2011	Community Development	Training	Donald Salverda & Associates	Check Total:	421.36
					Leadership Class Books-Munson	46.96
62825	06/01/2011	Community Development	Training	Donald Salverda & Associates	Leadership Class Books-Paschke	73.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						120.64
62826	06/01/2011	Recreation Donations	Operating Supplies	EFA Park & Recreation	Benches	1,593.51
Check Total:						1,593.51
62827	06/01/2011	Information Technology	Operating Supplies	Graybar, Inc.	Transition Networks	2,147.80
62827	06/01/2011	Information Technology	Operating Supplies	Graybar, Inc.	Singlemode 10 Meter	43.36
Check Total:						2,191.16
62828	06/01/2011	Recreation Fund	Fee Program Revenue	Michelle Heinkel	Key Deposit Refund	25.00
Check Total:						25.00
62829	06/01/2011	Telephone	Telephone	Integra Telecom	Telephone	2,811.55
Check Total:						2,811.55
62830	06/01/2011	General Fund	Contract Maint. - City Garage	ISS Facility Services-Minneapolis, Inc.	Feb 2011 Facility Cleaning	1,025.00
Check Total:						1,025.00
62831	06/01/2011	General Fund	Vehicle Supplies	Larson Companies	Filters	289.93
Check Total:						289.93
62832	06/01/2011	Contracted Engineering Svcs	Deposits	Midland Grove Association	Escrow Return-2220 Midland Grove l	12,000.00
Check Total:						12,000.00
62833	06/01/2011	Storm Drainage	Operating Supplies	Midwest Safety Council	Earplugs, Safety Glasses	97.63
62833	06/01/2011	Storm Drainage	Use Tax Payable	Midwest Safety Council	Sales/Use Tax	-6.28
62833	06/01/2011	General Fund	Operating Supplies	Midwest Safety Council	Safety Glasses	66.05
62833	06/01/2011	General Fund	209001 - Use Tax Payable	Midwest Safety Council	Sales/Use Tax	-4.25
Check Total:						153.15
62834	06/01/2011	HRA Property Abatement Program	Payments to Contractors	Mr. Handyman, LLC	Window, Door Coverings-2941 Rice t	99.20
Check Total:						99.20
62835	06/01/2011	Contracted Engineering Svcs	Deposits	Northwest Asphalt, Inc.	Escrow Return-County Rd C @ Rice	12,000.00
Check Total:						12,000.00
62836	06/01/2011	License Center	Office Supplies	Pakor, Inc.-NW8935	Media PP	2,127.43
62836	06/01/2011	License Center	Use Tax Payable	Pakor, Inc.-NW8935	Sales/Use Tax	-136.85
Check Total:						1,990.58
62837	06/01/2011	Recreation Fund	Fee Program Revenue	Laura Reuter	Key Deposit Refund	25.00

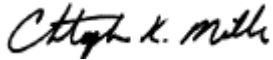
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						25.00
62838	06/01/2011	HRA Property Abatement Program	Payments to Contractors	Rose Plumbing	Plumbing Service-1624 Ridgewood L	200.00
Check Total:						200.00
62839	06/01/2011	Contracted Engineering Svcs	Deposits	Roseville Properties	Escrow Return-1955 County Road B2	3,000.00
Check Total:						3,000.00
62840	06/01/2011	General Fund	Training	Neil Sjostrom	Supplies Reimbursement	36.96
Check Total:						36.96
62841	06/01/2011	Water Fund	Accounts Payable	MELANIE SOSNIECKI	Refund Check	161.36
62841	06/01/2011	Sanitary Sewer	Accounts Payable	MELANIE SOSNIECKI	Refund Check	35.99
62841	06/01/2011	Storm Drainage	Accounts Payable	MELANIE SOSNIECKI	Refund Check	8.88
62841	06/01/2011	Solid Waste Recycle	Accounts Payable	MELANIE SOSNIECKI	Refund Check	7.89
Check Total:						214.12
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	185.57
62842	06/01/2011	Storm Drainage	Telephone	Sprint	Cell Phones	203.92
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	31.83
62842	06/01/2011	Sanitary Sewer	Telephone	Sprint	Cell Phones	126.34
62842	06/01/2011	Recreation Fund	Telephone	Sprint	Cell Phones	118.39
62842	06/01/2011	Recreation Fund	Telephone	Sprint	Cell Phones	32.84
62842	06/01/2011	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	134.32
62842	06/01/2011	Golf Course	Telephone	Sprint	Cell Phones	29.28
62842	06/01/2011	Community Development	Telephone	Sprint	Cell Phones	103.84
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	15.14
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	14.80
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	45.51
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	157.57
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	278.30
62842	06/01/2011	General Fund	Telephone	Sprint	Cell Phones	402.85
Check Total:						1,880.50
62843	06/01/2011	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	312.83
Check Total:						312.83
62844	06/01/2011	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	161.00
Check Total:						161.00
62845	06/01/2011	Water Fund	Accounts Payable	JUDY SVENTEK	Refund Check	44.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						44.26
62846	06/01/2011	General Fund	Telephone	T Mobile	Cell Phones	40.42
62846	06/01/2011	Sanitary Sewer	Telephone	T Mobile	Cell Phones	39.99
62846	06/01/2011	Sanitary Sewer	Telephone	T Mobile	Cell Phones	39.99
Check Total:						120.40
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	147.49
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	78.02
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	177.42
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	99.40
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	113.29
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	432.86
62847	06/01/2011	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2011 Blanket PO for Right of Way Wi	154.98
Check Total:						1,203.46
62848	06/01/2011	Storm Drainage	Operating Supplies	TwinSource	Nitrile Gloves, Ear Plugs	107.31
Check Total:						107.31
62849	06/01/2011	General Fund	Operating Supplies	Vance Brothers Inc	2011 Blanket PO for Misc Asphalt S	1,097.61
Check Total:						1,097.61
62850	06/01/2011	General Fund	Vehicle Supplies	Waconia Farm Supply	Spindle, Arm/Steering	402.17
Check Total:						402.17
62851	06/01/2011	Water Fund	Accounts Payable	WELL FARGO HOME MORTGAGE	Refund Check	52.68
Check Total:						52.68
62852	06/01/2011	Housing & Redevelopment Agency	Payment to Owners	Jodi Wilson	Green Plan Book Consultation	2,216.25
Check Total:						2,216.25
62853	06/01/2011	General Fund	Vehicle Supplies	Zahl Petroleum Maintenance Co	Oil Pump Repair	327.59
62853	06/01/2011	General Fund	Contract Maint. - City Garage	Zahl Petroleum Maintenance Co	Phoenix System Repair	236.25
62853	06/01/2011	General Fund	Contract Maint. - City Garage	Zahl Petroleum Maintenance Co	Annual Petro Test	253.75
Check Total:						817.59
Report Total:						835,963.82

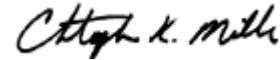
REQUEST FOR COUNCIL ACTION

Date: 6/13/11
Item No.: 7.b

Department Approval



Acting City Manager Approval



Item Description: Approval of 2011/2012 Business Licenses

BACKGROUND

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

Amusement Device License

Al's Billiards
1319 West Larpenteur Avenue
Roseville, MN 55113

B-Dale Club
2100 North Dale
Roseville, MN 55113

Dandy Amusements, Int'l, Inc. dba AMC Rosedale 14 Theatres
850 Rosedale Center
Roseville, MN 55113

AWE Vending and Amusements, Inc
At John Rose Oval Ice Arena

M.T. Restaurants, Inc. dba Joe Sensor's Sports Grill and Bar
2350 Cleveland Avenue
Roseville, MN 55113

Cigarette/Tobacco Product License

Amarose Convenience Store
1595 W Hwy 36 #245
Roseville, MN 55113

JNL Petroleum Developments, LLC dba B-Dale BP
2151 N Dale Street
Roseville, MN 55113
Chuchao Liquor

34 700 W Co Rd B
35 Roseville, MN 55113
36
37 Diamond Lake #1994 LLC dba Cub Foods Har Mar
38 2100 N Snelling Avenue
39 Roseville, MN 55113
40
41 NAD, Inc.
42 2815 Rice Street
43 Roseville, MN 55113
44
45 Network Liquors, LLC
46 2727 Lexington Avenue N
47 Roseville, MN 55113
48
49 Jade, Inc. dba Rosedale BP
50 2441 N Fairview Ave
51 Roseville, MN 55113
52
53 Northern Tier Retail, LLC dba Super America #4520
54 2295 Rice Street
55 Roseville, MN 55113
56
57 Northern Tier Retail, LLC dba Super America #4502
58 2380 West Cty Rd D
59 Roseville, MN 55113
60
61 Northern Tier Retail, LLC dba Super America #4210
62 2172 Lexington Avenue
63 Roseville, MN 55113
64
65 Northern Tier Retail, LLC dba Super America #4115
66 2785 North Hamline Avenue
67 Roseville, MN 55113
68
69 S&Z, Inc. dba Tri-City BP
70 3110 Cleveland Avenue N
71 Roseville, MN 55113
72
73 **Game Room License**
74 Dandy Amusements Int'l, Inc. dba ACM Rosedale 14 Theatres
75 850 Rosedale Center
76 Roseville, MN 55113
77
78
79
80

81 **Gasoline Station License**
82 B-Dale BP dba JNL Petroleum Developments, LLC
83 2151 North Dale Street
84 Roseville, MN 55113
85
86 NAD, Inc.
87 2815 Rice Street
88 Roseville, MN 55113
89
90 Jade, Inc. dba Rosedale BP
91 2441 N Fairview Ave
92 Roseville, MN 55113
93
94 Northern Tier Retail, LLC dba Super America #4520
95 2295 Rice Street
96 Roseville, MN 55113
97
98 Northern Tier Retail, LLC dba Super America #4502
99 2380 West Cty Rd D
100 Roseville, MN 55113
101
102 Northern Tier Retail, LLC dba Super America #4210
103 2172 Lexington Avenue
104 Roseville, MN 55113
105
106 Northern Tier Retail, LLC dba Super America #4115
107 2785 North Hamline Avenue
108 Roseville, MN 55113
109
110 S&Z, Inc. dba Tri-City BP
111 3110 Cleveland Avenue N
112 Roseville, MN 55113
113
114 **Massage Therapist License**
115 Dee Ann Basten
116 At Lifetime Fitness
117 2480 Fairview Ave N
118 Roseville, MN 55113
119
120 Debbie Bunde
121 At Willow Waves, LLC
122 2233 N Hamline Ave, Ste 301
123 Roseville, MN 55113
124
125 Jennifer Feddick
126 At Lifetime Fitness
127 2480 Fairview Ave N

128 Roseville, MN 55113
129
130 Charolette Heil
131 At Work of Heart Bodywork, LLC
132 2489 Rice Street, Ste 140
133 Roseville, MN 55113
134
135 Sarah McMahon
136 At Heart to Hands Myofascial Massage
137 1315 Larpenteur Ave W #A4
138 Roseville, MN 55113
139
140 Mary Peirsig
141 At Heartland Home Health Care and Hospice
142 2685 Long Lake Rd, Ste 105
143 Roseville, MN 55113
144
145 Lisa Scholl
146 At Lifetime Fitness
147 2480 Fairview Ave N
148 Roseville, MN 55113
149
150 He Sun
151 At Massage Therapy Land
152 412 Rosedale Center
153 Roseville, MN 55113
154
155 Yang Sun
156 At Massage Therapy Land
157 412 Rosedale Center
158 Roseville, MN 55113
159
160 Min Lin Yan
161 At Massage Therapy Land
162 412 Rosedale Center
163 Roseville, MN 55113
164
165 **Massage Therapy Establishment License**
166 Heart to Hands Myofascial Massage
167 1315 Larpenteur Ave W #A4
168 Roseville, MN 55113
169
170 Life Spa
171 2480 Fairview Ave N
172 Roseville, MN 55113
173
174 Massage Therapy Land, Inc.

175 412 Rosedale Center
176 Roseville, MN 55113

177
178 Optimal Wellness Solutions, LLC dba Mind, Body & Soul Wellness Center
179 2201 Lexington Ave N, Ste 103
180 Roseville, MN 55113

181
182
183 Total Healthcare & Physical Medicine
184 2151 Hamline Ave Ste#111
185 Roseville, MN 55113

186
187 Work of Heart Bodywork, LLC
188 2489 Rice St, Ste 140
189 Roseville, MN 55113

190
191 **Pool/Billiards License**
192 Al's Billiards
193 1319 W Larpenteur Ave
194 Roseville, MN 55113

195
196 B-Dale Club
197 2100 N Dale
198 Roseville, MN 55113

199
200 **Sale of Consumer Fireworks License**
201 Cub Foods West #31334
202 2100 Snelling Ave
203 Roseville, MN 55113

204
205 RBF, LLC of Wisconsin dba Rainbow Foods #8802
206 1201 Larpenteur Ave
207 Roseville, MN 55113

208
209 Renaissance Fireworks, Inc.
210 10 Rosedale Shopping Center
211 Roseville, MN 55113

212
213 Target #2101
214 1515 County Road B West
215 Roseville, MN 55113

216
217 **Veterinarian Examination & Inoculation Center License**
218 Petco #602
219 2575 N Fairview Ave
220 Roseville, MN 55113

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Veterinary Hospital License

Roseville Animal Hospital
2630 N Snelling Curve
Roseville, MN 55113

St. Francis Animal & Bird Hospital
1227 Larpenteur Ave W
Roseville, MN 55113

POLICY OBJECTIVE
Required by City Code

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

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

REQUESTED COUNCIL ACTION
Motion to approve the business license application(s) as submitted.

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



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

Amusement Device License Application

Business Name AL'S BILLIARDS
Business Address 1319 W. LARSEN/TEUR AVE
Business Phone 656-646-9505
Email Address ALSBILLIARDS@GMAIL.COM

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>6</u>	<u>90.00</u>

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Al Welsh
Date 6/5/11

A fire Inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Amusement Device License Application

Business Name B-Dale Club
Business Address 2100 N. Dale
Business Phone 651-489-5386
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address /
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012 in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>2</u>	<u>30</u>

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Carol Furman
Date 5/31/11

A fire Inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Amusement Device License Application

Business Name Dandy Amusements Int'l Inc
Business Address 2265 Ward Ave #C Simi Valley, CA 93065
Business Phone 800-860-7469
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>9</u>	<u>135-</u>

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5-19-11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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

Games located - Amc Rosedale 14 Theatres
850 Rosedale Center
Roseville, MN 55113



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

Amusement Device License Application

Business Name John Rose Oval Ice Arena
Business Address 2601 Civic Ctr Drive
Business Phone Roseville, MN 55113 651-792-7036
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>3</u>	<u>45.00</u>

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature X Donald Rose

Date 5-31-11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Amusement Device License Application

Business Name M.T. Restaurants (Roseville), Inc.
d/b/a Joe Senser's Sports Grill and Bar

Business Address 2350 Cleveland Avenue, Roseville, MN 55113

Business Phone 651-631-1781

Email Address

Person to Contact in Regard to Business License:

Name

Address

Phone

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	7	\$105.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

M.T. Restaurants (Roseville), Inc.

Signature Per: *W.A. Splay*

Date May 11, 2011

A fire inspection is required before issuance of a license. Please call 651792-7341 to set up an inspection.

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



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

Cigarette/Tobacco Products License Application

Business Name Amarose Convenience store
Business Address 1595 W. Hwy 36 space # 245
Business Phone Roseville, MN 55113 Ph# 651-636-3849
Email Address NONE

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Rajinder Kaur
Date 5/18/2011

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



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

Cigarette/Tobacco Products License Application

Business Name B-Dale BP / JNL Petroleum Development LLC
Business Address 2151 N. Dale St. Roseville, MN 55713
Business Phone 651-489-8859
Email Address _____

Person to Contact in Regard to Business License:

Name Jameson
Address 11111 11th St. Roseville, MN 55713
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 6/6/11

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



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

Cigarette/Tobacco Products License Application

Business Name

Chuchao Liquor

Business Address

700 W. Co. Rd B. Roseville, MN 55113

Business Phone

651-488-1070

Email Address

Person to Contact in Regard to Business License:

Name

Address

Phone

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Cigarette/Tobacco Products

\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature

Chun Wang

Date

05-23-2011

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



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

Cigarette/Tobacco Products License Application

Business Name Diamond Lake 1994 LLC dba Cub Foods Hartman
Business Address 2100 N Snelling Ave Roseville MN 55113
Business Phone 651-633-9740
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 6/2/2011 VP - Finance

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

Please mail all information to:
Jerry's Enterprises Inc
5101 Vernon Ave S
Edina MN 55436
Attn: Jackie Boden



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

Cigarette/Tobacco Products License Application

Business Name NAD, INC
Business Address 2815 Rice ST Roseville MN 55113
Business Phone 651-484-1211
Email Address ✓

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/7/11

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



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

Cigarette/Tobacco Products License Application

Business Name Network Liaisons LLC
Business Address 2727 Lexington Ave N
Business Phone 651-483-4991
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 6/2/11

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



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

Cigarette/Tobacco Products License Application

Business Name Jade INC. dba. Rosedale BP
Business Address 2441 N. Fairview Ave.
Business Phone 651-636-9494
Email Address JadeINC@comcast.net

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature [Signature]

Date 5/13/11

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



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

Cigarette/Tobacco Products License Application

Business Name Northern Tier Retail LLC dba SuperAmerica 4520
Business Address 7095 Rice Street
Business Phone 651-787-0733
Email Address Karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]

Date 5/18/11

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



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

Cigarette/Tobacco Products License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica 4502
Business Address 2380 West Cty Rd D
Business Phone 651-633-3848
Email Address Karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Cigarette/Tobacco Products

\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/18/11

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



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

Cigarette/Tobacco Products License Application

Business Name Northern Tier Retail LLC dba SuperAmerica #4210
Business Address 2172 Lexington Ave
Business Phone 651-489-1108
Email Address karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/18/11

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



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

Cigarette/Tobacco Products License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica #4115
Business Address 2785 North Hamline Ave
Business Phone (651) 631-1241
Email Address Karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name Karla Bigham
Address 2785 North Hamline Ave
Phone (651) 631-1241

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Cigarette/Tobacco Products

\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature Karla Bigham
Date 5/18/11

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



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

Cigarette/Tobacco Products License Application

Business Name S&Z INC-I DBA TRI-CITY B/P
Business Address 3110 Cleveland Ave N Roseville, MN 55113
Business Phone 651-636-0502
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature Abdullah
Date 05/07/11

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



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

Game Room License Application

Business Name Dandy Amusements Int'l Inc
Business Address 2265 Ward ave #C Simi Valley, CA 93065
Business Phone 800-860-7469
Email Address Renee@dandyamusement.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone 651-651-1111

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Game Room

Fee

\$175.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature

Renee M. C.

Date

5-19-11

A fire inspection is required before issuance on a license. Please call 651-792-7341 to set up an inspection.

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

Game Room Located - Amc Rosedale 14 Theatre
850 Rosedale center
Roseville, MN 55113



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

Gasoline Station License Application

Business Name B-Dale SP / JVA Petroleum Development LLC
Business Address 2151 N. Dale St. Roseville, MN 55113
Business Phone 651 - 489 - 8359
Email Address comcast @ Comcast.net

Person to Contact in Regard to Business License:

Name JVA Petroleum Development LLC
Address 2151 N. Dale St. Roseville, MN 55113
Phone 651 - 489 - 8359

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Gasoline Station

Fee

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature [Signature]

Date 6/6/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name NAD, INC
Business Address 2815 Rice St. Roseville MN 55113
Business Phone 651-484-1211
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Gasoline Station

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature _____

Date _____

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name Jade INC. dba. Roseville BP
Business Address 2441 N. Fairview Ave.
Business Phone 651-636-9494
Email Address JadeINC@comcast.net

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Gasoline Station

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature

Date

[Signature]
5/13/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica #45
Business Address 2295 Rice Street
Business Phone 651-787-0733
Email Address karlabigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Gasoline Station

Fee

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/12/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica 450
Business Address 2380 West City Rd D
Business Phone 651-633-3848
Email Address karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name Karla Bigham
Address 2380 West City Rd D
Phone 651-633-3848

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Gasoline Station

Fee

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/12/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica #4211
Business Address 2172 Lexington Ave
Business Phone 651-489-01108
Email Address karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Gasoline Station

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature [Signature]
Date 5/18/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name Northern Tier Retail, LLC dba SuperAmerica #4115
Business Address 2785 North Hamline Ave
Business Phone 651-631-1241
Email Address Karla.bigham@ntenergy.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Gasoline Station

\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature [Signature]
Date 5/12/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

Gasoline Station License Application

Business Name S&Z INC I DBA TR-CITY BP
Business Address 3110 Cleveland Ave. N Roseville, MN 55113
Business Phone 651-636-0502
Email Address _____

Person to Contact in Regard to Business License:

Name _____
Address 3110 Cleveland Ave. N Roseville, MN 55113
Phone 651-636-0502

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Gasoline Station	\$130.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature Abdullah

Date 05/07/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



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

CITROS2
900537

Massage Therapist License

New License _____ Renewal ☒

For License year ending June 30 2011

1. Legal Name Dee Ann Bosten
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address deebosten@yahoo.com

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

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Life Time Fitness - 2480 Fairview Ave. N., Roseville MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License _____ Renewal ☒

For License year ending June 30 _____

1. Legal Name Debbie Bunde
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____

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

Deborah Bunde

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
~~Red Chair Clinic~~ 2233 N. Hamline Ave Suite 301, Roseville, Mn 55413
Willow Waves, LLC

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

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

License fee is 100.00
Make checks payable to City of Roseville



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

CITROS2
900537

Massage Therapist License

New License _____ Renewal X

For License year ending June 30 2012

1. Legal Name Jennifer Lynn Feddick
2. Home Address 2660 Civic Center Drive, Roseville, MN 55113
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address jfeddick@citros2.com

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

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Lifetime Fitness 2480 Farnham Ave N. Roseville, MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License _____ Renewal X

For License year ending June 30 2012

1. Legal Name Charlotte Marie Heil
#178.
2. Home Address _____
3. Home Telephone _____
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address charlotte.heil@gmail.com
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes X No _____ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Work of Heart Bodywork, LLC (My private practice)

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License _____ Renewal ☒ _____

For License year ending June 30, 2012

1. Legal Name Sarah McMahon
2. Home Address 1111 1st St N, Roseville, MN 55113
3. Home Telephone 763-414-1111
4. Date of Birth 11/11/11
5. Drivers License Number 1111111111
6. Email Address sarah.mcmahon@roosevillemn.gov
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes _____ No ☒ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Heart to Hands Myofascial Massage 1315 Carpenter Ave W #A4, Roseville, MN 55113

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

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

License fee is 100.00
Make checks payable to City of Roseville



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

Massage Therapist License

New License _____ Renewal _____

For License year ending June 30 2011

1. Legal Name Mary E. Piersig
2. Home Address 2685 Long Lake Road Suite 103
3. Home Telephone 55118
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address _____

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

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

Heartland Home Health Care and Hospice
2685 Long Lake Road Suite 103
Roseville, MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

CITROSZ
900637

Massage Therapist License

New License _____ Renewal ☒

For License year ending June 30 2011

1. Legal Name Lisa Marie Scholl
2. Home Address 211 Civic Center Dr, Roseville, MN 55113
3. Home Telephone 763-200-1111
4. Date of Birth 01/01/1980
5. Drivers License Number 123456789
6. Email Address lisa.scholl@citrosz.com
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes ☒ No ☐ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Life Time Fitness - 2480 Fairview Ave. N. Roseville, MN 55113
9. Attach a certified copy of a diploma or certificate of graduation from a school of massage therapy including a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, massage Therapy Establishments.
10. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes _____ No ☒ If yes explain in detail.

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License X Renewal

For License year ending June 30

1. Legal Name He Sun
2. Home Address
3. Home Telephone
4. Date of Birth
5. Drivers License Number
6. Email Address
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes No X If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Massage Therapy Land 412 Rosedale center Roseville MN 55113

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

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

License fee is 100.00
Make checks payable to City of Roseville



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

Massage Therapist License

New License X Renewal _____

For License year ending June 30 _____

1. Legal Name Yang Sun
2. Home Address _____
3. Home Telephone 651 222 1111
4. Date of Birth _____
5. Drivers License Number _____
6. Email Address ysun@rosesville.com
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes _____ No X If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Massage Therapy Land 412 Rosedale Center Roseville MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapist License

New License X Renewal

For License year ending June 30

1. Legal Name Min Lin Yan
2. Home Address:
3. Home Telephone
4. Date of Birth
5. Drivers License Number
6. Email Address
7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes No X If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Massage Therapy Land 412 Rosedale center Roseville MN 55113

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

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

License fee is 100.00

Make checks payable to City of Roseville



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

Massage Therapy Establishment License Application

Business Name Heart to Hands Myofascial Massage
Business Address 1315 Larpenteur Ave W #A4, Roseville, MN 55113
Business Phone 612-695-5234
Email Address therapies@hearthands.net
Person to Contact in Regard to Business License:
Legal Name [Signature]
Address [Signature]
Phone [Signature] Date of Birth [Signature]
Drivers License Numbe [Signature]

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required	Fee
Massage Therapy Establishment	\$300.00
	\$150.00 Background Check (new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature [Signature]
Date 24 May 2011

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



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

CITROS2
894718

Massage Therapy Establishment License Application

Business Name Life Spa
Business Address 2480 Fairview Ave. N. Roseville, MN 55113
Business Phone 651-633-4444
Email Address _____

Person to Contact in Regard to Business License:

Legal Name LTF Club Operations Company, Inc.
Address 26 _____
Phone _____ Date of Birth _____
Drivers License Number _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

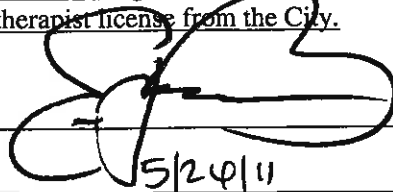
License Required
Massage Therapy Establishment

Fee
~~\$200.00~~
\$150.00 Background Check
(new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature _____

Date _____


5/24/11

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



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

Massage Therapy Establishment License Application

Business Name Massage Therapy Land, INC
Business Address 412 Rosedale Center Roseville MN 55113
Business Phone 651-633-1815
Email Address SunheMax INC@yahoo.com

Person to Contact in Regard to Business License:

Legal Name SunheMax INC
Address _____
Phone _____ Date of Birth _____
Drivers License Number 01121201

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required
Massage Therapy Establishment

Fee
\$300.00
\$150.00 Background Check
(new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature [Signature]
Date 06/07/2011

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



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

Massage Therapy Establishment License Application

Business Name Optimal Wellness Solutions, LLC
Mind Body & Soul Wellness Center LLC (dba)
Business Address 2201 Lexington Ave N, Suite 103 Roseville 55113
Business Phone 651-330-0022
Email Address michele.schramm@comcast.net
Person to Contact in Regard to Business License:
Legal Name _____
Address _____
Phone _____ Date of Birth _____
Drivers License Number TC - 1111111

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required	Fee
Massage Therapy Establishment	\$300.00
	\$150.00 Background Check (new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature Michele Schramm
Date 6/2/11

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



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

Massage Therapy Establishment License Application

Business Name

Total Healthcare & Physical Medicine

Business Address

2151 Hamline Ave #111, Roseville, MN 55113

Business Phone

651.636.5560

Email Address

drgnarcine@gmail.com

Person to Contact in Regard to Business License:

Legal Name

Address

Phone

Date of Birth

Drivers License Number

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required

Massage Therapy Establishment

Fee

\$300.00

\$150.00 Background Check
(new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapists license from the City.

Signature

Date

5.24.11

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



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

Massage Therapy Establishment License Application

Business Name Work of Heart Bodywork, LLC
Business Address 2489 Rice St., Suite 140, Roseville, MN 55113
Business Phone 763-516-2164
Email Address Blue Q13@gmail.com

Person to Contact in Regard to Business License:

Legal Name C. ...
Address ...
Phone ... Date of Birth ...
Drivers License Number ...

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 31, 2012, in the City of Roseville, County of Ramsey, and State of Minnesota.

License Required	Fee
Massage Therapy Establishment	\$300.00
	\$150.00 Background Check (new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature Charlotte Hall
Date 6/2/11

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

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

Pool/Billiards License Application

Business Name Al's Billiards
Business Address 1319 W. LAURENCE AVE.
Business Phone 651-646-9508
Email Address ALSBILLIARDS@gmail.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Pool/Billiards	\$70.00 (first table)	<u>1</u>	<u>70.00</u>
	\$20.00 (each additional table)	<u>20</u>	<u>400.00</u>

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Al Welsh
Date 6/5/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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

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

Pool/Billiards License Application

Business Name B-Dale Club
Business Address 2100 W. Dale
Business Phone 651-489-5386
Email Address _____

Person to Contact in Regard to Business License:

Name Carol Turnquist
Address same
Phone same

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Pool/Billiards	\$70.00 (first table)	<u>1</u>	<u>70</u>
	\$20.00 (each additional table)	_____	_____

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Carol Turnquist
Date 5/31/11

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name Cub Foods West #31334

Business Address 2100 Snelling Ave.
ROSEVILLE, MN 55113

Business Phone _____

Person to Contact in Regard to Business License:

Name C. J. [Signature]

Address 2100 SNELLING AVE N, ROSEVILLE

Phone 651-792-1111

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2011, and ending December 31, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature [Signature]

Date 5-23-11

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name BBF, LLC of Wisconsin dba Rainbow Foods #8802

Business Address 1201 LARPEUR AVENUE

ROSEVILLE, MN 55113

Business Phone 651-488-1825

Person to Contact in Regard to Business License:

Name J. J. J.

Address 1201 LARPEUR AVENUE

Phone 651-488-1825

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2011, and ending December 31, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #624.20.

Signature Edward J. J. J. -VP

Date 5/18/2011

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



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

Sale of Consumer Fireworks License Application

Business Name Renaissance Fireworks Inc
Business Address 1607 Lowry Ave NE
Appls MN 55418
Business Phone 218-744-4444

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2011, and ending December 31, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
<u>Sale of Consumer Fireworks as a sole business</u>	<u>\$350.00</u>

PD

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature

Date

5/28/11

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name Target #2101
Business Address 1515 County Road B W
ROSEVILLE, MN 55113
Business Phone 651-631-0330

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2011, and ending December 31, 2011, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #624.20.

Signature [Signature]
Date 5/12/2011

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

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**

CR 5/18/2011
[Signature] Fire Marshal

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

Veterinarian Examination & Inoculation Center License Application

Business Name PETCO #1002
Business Address 2575 N. Fairview Ave, Roseville, MN 55113
Business Phone (651) 434-8808
Email Address N/A

Person to Contact in Regard to Business License:

Name _____
Address * _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Veterinarian Examination & Inoculation Center	\$80.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature *Barbara Guerrero*
Date 5-1-11

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

*Please mail license to contact addresses listed above.

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

Veterinary Hospital Application

Business Name ROSEVILLE ANIMAL HOSPITAL
Business Address 2630 N. SNEHLING CURVE
Business Phone 651-~~623~~-4884
Email Address N/A

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Veterinary Hospital	\$80.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #176.182.

Signature [Signature]
Date 5-9-11

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

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

Veterinary Hospital Application

Business Name St Francis Animal + Bird Hospital
Business Address 1227 Larpen teur Ave W Roseville MN 55113
Business Phone 651-645-2808
Email Address jenblair25@me.com

Person to Contact in Regard to Business License:

Name _____
Address _____
Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2011, and ending June 30, 2012, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Veterinary Hospital	\$80.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

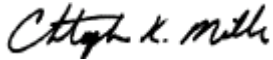
Signature 
Date 5/29/11

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

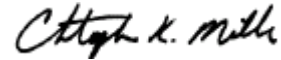
REQUEST FOR COUNCIL ACTION

Date: 6/13/2011
Item No.: 7.c

Department Approval



Acting City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
IT	CDWG	Storage Area Network	\$ 29,153.32

The large-scale storage area network will host the City's primary network servers and will allow for a cost savings of \$50,000 per year moving forward.

Sale of Surplus Vehicles or Equipment

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

Department	Item / Description

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

24 **REQUESTED COUNCIL ACTION**

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

27

28

Prepared by: Chris Miller, Finance Director

Attachments: A: None

29

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 7.d

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Direct Staff to Advertise Vacancies on the Human Rights Commission

BACKGROUND

Last month Barbara Yates and Peg Kennedy resigned from the Human Rights Commission.

Commissioners are appointed to three-year terms and are eligible to serve up to two consecutive full terms. When a person resigns mid-term the City Council appoints someone to fill the term.

Barbara Yates' and Peg Kennedy's terms expire March 31, 2012.

REQUESTED COUNCIL ACTION

Direct staff to advertise for applications to serve on the Human Rights Commission, with applications due to the City by July 15. Interviews will be conducted at the July 25 Council meeting and appointments made at the August 8 meeting.

Prepared by: William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 7.e

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Direct Staff to Advertise a Vacancy on the Housing and Redevelopment Authority (HRA)

BACKGROUND

Last month Susan Elkins resigned from the Housing and Redevelopment Authority. Citizen board members are appointed to five-year terms. When a person resigns mid-term the Mayor appoints a new board member and the City Council votes on the approval at the same meeting at which the appointment is made.

Susan Elkin's term expires September 23, 2015.

REQUESTED COUNCIL ACTION

Direct staff to advertise for applications to serve on the Housing and Redevelopment Authority, with applications due to the City by July 15. Interviews will be conducted at the July 25 Council meeting and appointments made at the August 8 meeting.

Prepared by: William J. Malinen, City Manager

Attachment A: Resolution 10783

**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 8th day of February, 2010 at 6:00 p.m.

The following members were present: Johnson, Ihlan, Roe and Klausing and the following were absent: Pust.

Member Ihlan introduced the following resolution and moved its adoption:

**Resolution No. 10783
(Supersedes Resolution No. 10541)**

To Define the Appointment and Reappointment Process,
for the Members of the Board of the
Housing & Redevelopment Authority In and For the City of Roseville

WHEREAS, the Housing & Redevelopment Authority In and For the City of Roseville (HRA) was established by the City Council in 2002 to provide housing programs and promote safe, decent, and affordable housing options for the community; and

WHEREAS, the Roseville HRA Board is composed of seven resident members and is a separate entity with legal authority established under MN Statutes 469.001 to 469.047; and

WHEREAS, the governing state statutes establish that appointments to the Roseville HRA Board are made by the Mayor, subject to the approval of the City Council; and

WHEREAS, the Mayor and City Council desire to define an open and collaborative process by which appointments and reappointments to the Roseville HRA Board will be made; and

WHEREAS, the appointment and reappointment process for the Roseville HRA Board has not been specifically defined to this point;

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

POLICY STATEMENT:

It is the intent of this policy to establish a fair and open notification and selection process that encourages Roseville residents to apply for appointment to the Roseville HRA Board.

PROCEDURE STATEMENT:

I.

When a vacancy occurs on the HRA Board the following procedure will be used.

- A. The Mayor and City Council, at a regular meeting, will establish a deadline for receiving applications, and the date(s) of the Council Meeting(s) to interview the applicants. The time between the application deadline and the interviews will be no more than 30 days.
- B. HRA Board vacancies will be advertised in the City's legal newspaper and, if different, the Roseville Review at least two (2) times before the application deadline. Vacancies will also be advertised on the City of Roseville's Cable Television Channel and posted on the City Hall Bulletin Board.
- C. Applications received after the established deadline but before the established date of applicant interviews may be considered, at the discretion of the Mayor.
- D. The names and applications of applicants will be provided to the Mayor and City Council, and to the public, after the application deadline.
- E. Applicants will be interviewed at the established meeting(s) by the Mayor and the City Council. The Chair or designee of the HRA Board will be invited to attend and participate in the interviews. The interviews will be open to the public. The Mayor may elect to eliminate any applicants from consideration, with reasonable notice to such applicants and the City Council, prior to the established date of applicant interviews.
- F. The Mayor will make appointments to the HRA Board from among the qualified applicants at a subsequent City Council meeting following the meeting at which the interviews are conducted.
- G. The City Council will vote on approval of the Mayor's appointments at the same meeting at which the appointments are made.
- H. If not enough Mayoral appointments from among the qualified applicants are approved by the City Council to fill all of the associated vacancies, the remaining vacancies will be re-advertised as described in A-E above.

I. HRA Board applications will be kept on file for one year. If during that time a vacancy occurs on the HRA Board or any standing City Advisory Commission, all applicants for the HRA Board, and all applicants for any standing City Advisory Commissions, whose applications are on file at the time of the vacancy, will be advised of the vacancy in writing.

II.

When a current HRA Board member's term is expiring, the following procedure will be used.

- A. No later than 60 days prior to the expiration of a term, at a regular City Council meeting, the Mayor will either reappoint HRA Board members whose terms are expiring, or declare the appropriate vacancies to exist.
- B. The City Council will vote on approval of the Mayor's reappointments at the same meeting at which the reappointments are made.
- C. If the City Council does not approve of a reappointment, that shall create a vacancy on the HRA Board.
- D. The procedure for filling vacancies declared or created by this procedure shall be as described in Section I above.

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

and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

REQUEST FOR CITY COUNCIL ACTION

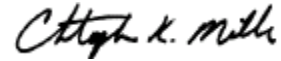
DATE: **06/13/2011**

ITEM NO: 7.f

Department Approval
Approval



Acting City Manager



Item Description: Request by Affinity Plus Federal Credit Union for approval of a drive-through as a **conditional use** at 2750 Snelling Avenue (**PF11-0154**).

1.0 REQUESTED ACTION

Affinity Plus Federal Credit Union has proposed the construction of a two-story office and financial institutional building on the former Stuart Anderson's Cattle Company site, which building would include a drive-through for the financial/banking portion of the use. In order to allow the proposed improvements, however, the drive-through must gain formal approval as a **CONDITIONAL USE**.

Project Review History

- Application submitted: May 20, 2011; Determined complete: May 23, 2011
- Sixty-day review deadline: July 20, 2011
- Planning Commission action (6-0 approval recommendation): June 1, 2011
- Project report prepared: June 2, 2011
- City Council action: June 13, 2011

2.0 SUMMARY OF RECOMMENDATION

The Planning Division concurs with the recommendation of the Planning Commission to approve the proposed **CONDITIONAL USE**; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

ADOPT a **RESOLUTION** approving the **CONDITIONAL USE**, pursuant to §1005.03 (Table of Allowed Uses) and §1009.02 (Conditional Uses) of the City Code; see Section 8 of this report for the detailed action.

21 **4.0 BACKGROUND**

22 4.1 The former Stuart Anderson’s Cattle Company site at 2750 Snelling Avenue (currently
23 undeveloped) has both a Comprehensive Plan designation and Zoning classification of
24 Community Business (CB), in which a drive-through requires approval as a CONDITIONAL
25 USE.

26 4.2 The new office/financial building would be constructed to meet all requirements of the
27 new Zoning Ordinance, which requires buildings to be placed forward and parking to the
28 side and/or rear. As such, the site obtains its access from the shared (with former
29 Fuddruckers) drive lane to/from the Snelling Avenue frontage road. Parking is proposed
30 in the rear of the site and the drive-through has been placed along the north side of the
31 building, which includes four lanes, three for business and one as an ATM. Although the
32 building can be constructed as a permitted use, the drive-through, a vital accessory use of
33 a bank or financial institution, requires an approved CONDITIONAL USE.

34 **5.0 CONDITIONAL USE ANALYSIS**

35 5.1 REVIEW OF GENERAL CONDITIONAL USE CRITERIA: Section 1009.02C of the City Code
36 establishes general standards and criteria for all conditional uses, and the Planning
37 Commission and City Council must find that each proposed conditional use does or can
38 meet these requirements. The general standards are as follows:

39 a. *The proposed use is not in conflict with the Comprehensive Plan.* Planning Division
40 has reviewed the 2030 Comprehensive Plan and determined that that the proposed
41 drive-through and office use are not in conflict with the Plan. Specifically the
42 Planning Division believes that the proposed office building with a drive-through
43 advances land use goals and policies within Sections 1, 2, 9 10 and 11, including the
44 following:

- 45 1. Policy 1.5: Promote well-planned and coordinated development.
- 46 2. Policy 1.6: Encourage improvements to the connectivity and walkability
47 between and within the community’s neighborhoods, gathering places and
48 commercial areas through new development, redevelopment, and
49 infrastructure projects.
- 50 3. Policy 2.3: Encourage a broad mix of commercial businesses within the
51 community to diversify and strengthen the tax base and employment
52 opportunities.
- 53 4. Policy 9.1: Encourage commercial areas to make efficient use of land,
54 provide for safe vehicular and pedestrian movements, provide adequate
55 parking areas, provide appropriate site landscaping, and create quality and
56 enduring aesthetic character.
- 57 5. Policy 9.2: Promote commercial development that is accessible by transit,
58 automobile, walking, and bicycle.
- 59 6. Policy 11.3: Encourage the development of multistory office and light-
60 industrial uses to use land efficiently, expand the property tax base, and
61 create jobs.

- 62 **b.** *The proposed use is not in conflict with a Regulating Map or other adopted plan.* The
63 proposed drive-through is not in conflict with such plans because none apply to the
64 area surrounding the property.
- 65 **c.** *The proposed use is not in conflict with any City Code requirements.* Planning
66 Division staff believes that the proposed drive-through will meet all applicable City
67 Code requirements; moreover, a conditional use approval can be rescinded if the
68 approved use fails to comply with all applicable Code requirements or conditions of
69 the approval.
- 70 **d.** *The proposed use will not create an excessive burden on parks, streets, and other*
71 *public facilities.* Planning Division staff does not expect this drive-through to create
72 an excessive burden on parks, streets, or other public facilities, since the proposed use
73 and drive-through are typical and allowed uses within the Community Business
74 zoning district.
- 75 **e.** *The proposed use will not be injurious to the surrounding neighborhood, will not*
76 *negatively impact traffic or property values, and will not otherwise harm the public*
77 *health, safety, and general welfare.* Planning Division staff anticipates that if the
78 drive-through is approved, it will add additional vehicle trips to the local road
79 network each day; some could argue that the additional vehicles constitute a negative
80 impact on traffic (and a violation of this general criterion), but Planning Division staff
81 has found in item “d” above that the potential, additional traffic would not impose an
82 excessive burden on the public street infrastructure. Likewise, some may claim that
83 the drive-through will negatively impact their property values (again, violating this
84 criterion); staff believes that a drive-through in this location would not have a
85 noticeable effect on the value nearby property as the area is currently occupied by
86 office and other commercial uses.

87 5.2 REVIEW OF SPECIFIC CONDITIONAL USE CRITERIA: Section 1009.02D 13 of the City Code
88 establishes additional standards and criteria that are specific to drive-throughs; the
89 Planning Commission and City Council must also find that the proposal does or can meet
90 the additional pertinent standards. This section of the ordinance includes several
91 requirements, but the applicable ones are as follows.

- 92 **a.** *Drive-through lanes and service windows shall be located to the side or rear of buildings*
93 *and shall not be located between the principal structure and a public street.* The
94 proposed drive-through, with its lanes and service window, is proposed along the north
95 side of the building and directly adjacent to the parking lot (service bays and window)
96 and the office building (lanes).
- 97 **b.** *Points of vehicular ingress and egress shall be located at least 60 feet from the street*
98 *right-of-way lines of the nearest intersection.* The proposed drive-through does not lie
99 near an intersection street right-of-way.
- 100 **c.** *The applicant shall submit a circulation plan that demonstrates that the use will not*
101 *interfere with or reduce the safety of pedestrian and bicyclist movements.* The site plan
102 does indicate a pedestrian connection (could also be used for bicycles) from the sidewalk
103 adjacent to the frontage road accessing the front of the proposed building as well as the
104 rear of the building, which works well for pedestrians utilizing the public walkway. In
105 the case of vehicle circulation within and around the parking lot, vehicles will access

from the shared drive-lane along the south property boundary and the drive-through having been located along the north side of the building, access to it through the parking lot can be directed via the third opening into the parking lot with the use of signs. Although the parking lot is slightly deep, the site is narrow and not appropriate for a separate pedestrian connection from the rear portion of the lot to the building. The Planning Division believes that vehicles and pedestrians will be able to co-mingle without safety issues.

- d. *Adequate queuing lane space shall be provided without interfering with on-site parking/circulation.* Based on the proposed plan, there is queuing for 25+ vehicles or lanes that are stacked up to 5 vehicles deep. The Planning Division has deemed that queuing to be more than adequate for this use. Circulation for the site is well designed and the patrons utilizing the drive-through will have a designated exit.
- e. *Speaker box sounds from the drive-through lane shall not be loud enough to constitute a nuisance on an abutting residentially zoned property or property in residential use.* The proposed drive-through and its teller islands will lie directly adjacent a parking lot and should not be a nuisance to any residential use in the area (Coventry Apartments and townhomes is located approximately 475 feet to the north and the townhomes at Arona are 300 feet to the east).
- f. *Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.* The final design of the building and drive-through will include building and roofing materials that are consistent and/or similar or complementary to one another.
- g. *A 10-foot buffer area with screen planting and an opaque wall or fence between 6 and 8 feet in height shall be required between the drive-through lane and any property line adjoining a residentially zoned property or property in residential use.* This requirement is not applicable to the CU request, because an office use and Community Business zoned property lies directly adjacent to the north of the proposed drive-through facility.

5.3 Roseville's Development Review Committee, a body comprising staff from various City departments, met on May 19, 2011 to discuss the application. Comments discussed relevant to the Conditional Use request included: *the northerly 30 feet of this lot is covered by an easement for which no structures shall be allowed, including a canopy for drive through; plans shall label and accurately indicate the easement along north property boundary; and the drawings for the site need to show all underground utilities and existing easements - there is public water, storm and sanitary sewer on this site.*

5.4 Review of the proposed drive-through against the CONDITIONAL USE standards and criteria leads Planning Division staff to conclude that the use can meet all of the applicable requirements.

5.5 Section 1009.02E of the City Code requires the applicant to validate an approval of the CONDITIONAL USE by beginning construction of the proposed improvements related to the drive-through. If the approval has not been validated within one year, the approval will expire and become void.

149 **6.0 PUBLIC COMMENT**

150 6.1 The Planning Division received only an email forwarded by Council Member McGehee
151 regarding the site development, which has been attached as well as the City Planner's
152 response to said email.

153 6.2 The Planning Commission held the duly-noticed public hearing for this application on
154 June 1, 2011; draft minutes from the public hearing were not available at the time this
155 report was prepared. No one from the public addressed the Planning Commission on this
156 matter. The applicant's representative (Michael Kraft) was present. After closing the
157 public hearing, the Planning Commission unanimously (i.e., by a vote of 6-0)
158 recommended that the application be approved based on the findings identified in the
159 staff report.

160 **7.0 RECOMMENDATION**

161 Based on the recommendation of the Planning Commission and the comments and
162 findings outlined in Sections 5 and 6 of this report, the Planning Division recommends
163 approval of the proposed CONDITIONAL USE pursuant to §1005.03 and §1009.02 of the
164 Roseville City Code; subject to the following conditions:

165 **a.** All public easement being accurately articulated on the plan sheets submitted for
166 permit review and approval

167 **b.** That the roof structure of the drive-through not encroach into the 30 foot wide
168 utility and drainage easement which lies along the northern property line.

169 **8.0 SUGGESTED CITY COUNCIL ACTION**

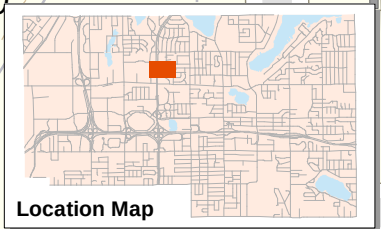
170 **Adopt a resolution approving a drive-through as a CONDITIONAL USE** at 2750
171 Snelling Avenue, based on the comments and findings of Sections 5 and 6 and the
172 conditions of Section 7 of this staff report.

Prepared by: City Planner Thomas Paschke

Attachments: A: Area map
 B: Aerial photo
 C: Proposed plan

D: Emails
E: Draft Resolution

Attachment A: Location Map for Planning File 11-015



Prepared by:
Community Development Department
Printed: May 16, 2011



Site Location

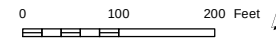
Comp Plan / Zoning
Designations
LR / R1

Data Sources

* Ramsey County GIS Base Map (5/2/2011)
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 11-015



Prepared by:
Community Development Department
Printed: May 16, 2011



Site Location

Data Sources

* Ramsey County GIS Base Map (5/2/2011)
* 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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0 50 100 Feet





NTS

AFFINITY_PLUS
FEDERAL_CREDIT_UNION
ROSEVILLE_MINNESOTA

PROJECT #: 11116
DATE: 5/26/11

Thomas Paschke

From: support@civicplus.com
Sent: Tuesday, May 31, 2011 10:04 PM
To: *RVPlanningCommission
Subject: Online Form Submittal: Contact Planning Commission

The following form was submitted via your website: Contact Planning Commission

Subject:: Affinity Proposal

Name:: Tammy McGehee

Address:: 77 Mid Oaks Lane

City:: Roseville

State: : MN

Zip:: 55113

How would you prefer to be contacted? Remember to fill in the corresponding contact information.: Email, No need to contact me

Phone Number:: 651-645-2993

Email Address:: tam@mcgehee.info

Please Share Your Comment, Question or Concern: Dear Commission Members,

I received a request from a resident familiar with development issues to urge the Planning Commission and Council to consider having the proposed Affinity building moved further back from the frontage road. The reasons for this consideration seemed worthy of further discussion and perhaps a look at the code as well.

1. The buildings in this area rely on exposure and visibility from Snelling Avenue, not the frontage road. All the current businesses are along a line that is much to the rear of the proposed Affinity building. Allowing the Affinity building to be so far forward is a disadvantage to the businesses on the other sites as they will be harder to see from Snelling. Just as with a block of houses, where owners want similar setbacks, these commercial properties have "equality." None is hidden by any other. Placing the new two story building so far forward of the others, so different from the others, is unfair and impacts them in a way that reduces their value.

2. Each of the other sites has some of their parking in the front of the building, along the frontage road. Having this building so far forward along a curved road constitutes a visual hazard to bicyclists, pedestrians, and other motorists. An example of where placing buildings too close the street has unintended consequences, is the MGM Liquor store at Lexington and Larpenteur, on the Saint Paul side of the street. It makes it difficult for drivers to see the traffic situation at a busy intersection. On the opposite side, the Roseville side, the streetlight at the corner has caused enough visual obstruction to have been to blame for some accidents there.

3. There are places where positioning buildings closer to the street can work, such as where people get around on foot or bicycle, and/or where nearby buildings are similarly positioned; this is not such a site. Looking at the aerial photo of the entire business

development along the frontage road, one can see that it was well planned, and works well as it is. The Affinity building should be built on the Cattle Company site to be compatible with the area and the neighboring businesses.

4. In the material provided by staff, policy 1.5 promotes the well-planned and coordinated development, and 9.1 and 9.2 promote safety for pedestrian and bicycle traffic—and I would add, automobile traffic as well. It is not clear, upon closer review, that the current plan actually meets these goals. Just because it is stated that they meet these goals, does not make it so.

I am providing these concerns because I agree that they are important and should be part of the consideration. I agree with the points presented by the resident and believe that the building should be on the original Cattle Company site with attractive landscaping along the frontage road with clear site lines for all users of the frontage road and sidewalk. It seems unnecessary and potentially dangerous to have this building so close to the frontage road.

Thank you for your consideration.

Tammy McGehee

Additional Information:

Form submitted on: 5/31/2011 10:03:36 PM

Submitted from IP Address:

Referrer Page: <http://www.ci.roseville.mn.us/index.aspx?NID=77>

Form Address: <http://www.ci.roseville.mn.us/forms.aspx?FID=136>

Thomas Paschke

From: Thomas Paschke
Sent: Wednesday, June 01, 2011 3:08 PM
To: Tammy McGehee
Cc: *RVPlanningCommission; Pat Trudgeon
Subject: Affinity Plus Federal Credit Union Conditional Use

Council Member McGehee;

Thank you for the comments and I will forward these concerns to the Planning Commission. However, the placement of the Affinity Plus Federal Credit Union is not under consideration. The only item before the Planning Commission is whether the proposed drive-through on the north side of the building meets the criteria to recommend approval of the requested Conditional Use.

Since you provide comments from a resident familiar with development, that you share/support as well, I felt it necessary to address those points listed in your email.

To begin, the two story financial/office building is a permitted use within the Community Business District. Permitted uses are allowed by right and upon achieving all requirements of the Zoning ordinance, the Planning Division is obligated to approve the building permit. I would like to note however, that building placement is not a fairness issue, but again a Code requirement that I, nor the Planning Commission, can change as a component of this specific request. Specifically as it relates to building placement, the Community Business District requires 30% of buildings adjacent primary streets to be placed within 25 feet of the front property line.

Regarding the notion or opinion that having a building forward on this site would create a traffic hazard is hard for me to support. The proposed Affinity building would be constructed approximately 20 feet from the property line and the roadway lies an additional 15 feet west of the property line. This leaves an area of approximately 35 feet of boulevard and front yard area that would remain open and free of obstructions so that vehicles traveling north or south would be able to view the vehicles exiting the drive-through and the site at the southerly shared access.

It was also noted that there may be a value lost if the Affinity is constructed to meet the City Code requirements because it blocks the view of adjacent buildings. Not that I want to bring up the old code, but it would have afforded a redevelopment the ability to place a building that potentially would block the existing view-shed along the frontage road. In the case of the existing situation, you are correct that the proposed location is a substantial change from what was on the site and would partially hide the existing 4-story office building to the north and the former Fuddruckers and other properties to the south as one travels along the frontage road. However, most of these tenants rely on signage and not people being able to see their buildings, especially since one has to get to the frontage road to travel south or north to their destination of choice.

The Code allows parking in the front of buildings within the Community Business Districts, but it does not require that parking be in front. The Affinity proposal has designed a site that places all parking at the rear, which is consistent with a number of Comprehensive Plan policies and creates a safer pedestrian/bicycle connection opportunity from the sidewalk/street to the building as shown on the plans. I would disagree that the MGM in Saint Paul has unintended consequences. If traffic is traveling at the posted speeds and drivers are paying attention to the road, traffic should flow smoothly and not create challenging or safety issues. However, accidents are mostly caused by not following the rules of the road and/or paying attention.

You and/or the resident familiar with development states that there are places where placing buildings closer to the street can work, but that this is not one of those sites and uses existing buildings as a means to challenge or discount the Code. I would state that without the regulation of building placement and other standards in the new Zoning ordinance, there would be no way for the Planning Staff to implement the visions of Imagine Roseville 2025 or the goals and policies identified throughout the 2030 Comprehensive Plan, and therefore, Roseville would never achieve the desires of the community.

Lastly, it is stated within the fourth bullet point that “it is not clear, upon closer review, that the current plan actually meets these goals”. I have to respectfully disagree with this statement. The Planning Division has reviewed this proposal’s site plan, specifically the drive-through, to the Comprehensive Plan and the goals, and policies adopted in 2009. The seven policy statements listed (included below) are some of the goals/policies that Roseville has adopted and of which we have concluded this development proposal achieves. We have provided analysis on how/why we believe the project meets these policies and I think it is only fair that since you disagree, additional clarification as to why be submitted and shared.

1. Policy 1.5: Promote well-planned and coordinated development.
2. Policy 1.6: Encourage improvements to the connectivity and walkability between and within the community’s neighborhoods, gathering places and commercial areas through new development, redevelopment, and infrastructure projects.
3. Policy 2.3: Encourage a broad mix of commercial businesses within the community to diversify and strengthen the tax base and employment opportunities.
4. Policy 9.1: Encourage commercial areas to make efficient use of land, provide for safe vehicular and pedestrian movements, provide adequate parking areas, provide appropriate site landscaping, and create quality and enduring aesthetic character.
5. Policy 9.2: Promote commercial development that is accessible by transit, automobile, walking, and bicycle.
6. Policy 10.3: Support neighborhood-scale commercial areas that provide convenient access to goods and services at appropriate locations within the community.
7. Policy 11.3: Encourage the development of multistory office and light-industrial uses to use land efficiently, expand the property tax base, and create jobs.

Again, the request before the Planning Commission is associated with a Conditional Use necessary to support the proposed drive-through teller/ATM islands along the north of the building. All other components of the site improvement are regulated by the Zoning Ordinance, specifically those listed under the Community Business zoning district and any additional requirement within the Property Performance Standards section.

Should you have additional comments and/or questions, please feel free to email or call me.

Thomas R. Paschke
Roseville City Planner
2660 Civic Center Drive
(651) 792-7074

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 13th day of June 2011 at 6:00 p.m.

The following Members were present:
and none were absent.

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

RESOLUTION NO. A RESOLUTION APPROVING AN DRIVE THOUGH AS A CONDITIONAL USE AT 2750 SNELLING AVENUE (PF11-015)

WHEREAS, Affinity Plus Federal Credit Union, applicant for approval of the proposed conditional use, plans to redevelop the property at 2750 Snelling Avenue, which is legally described as:

PIN:03-29-23-33-0011

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CONDITIONAL USE on June 1, 2011, 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 CONDITIONAL USE will not result in adverse impacts to the surrounding properties based on the following findings:

- a.** The proposed drive-through is not in conflict with the Comprehensive Plan because it advances the following land use Policies:
 - 1. Policy 1.5: Promote well-planned and coordinated development.
 - 2. Policy 1.6: Encourage improvements to the connectivity and walkability between and within the community's neighborhoods, gathering places and commercial areas through new development, redevelopment, and infrastructure projects.
 - 3. Policy 2.3: Encourage a broad mix of commercial businesses within the community to diversify and strengthen the tax base and employment opportunities.
 - 4. Policy 9.1: Encourage commercial areas to make efficient use of land, provide for safe vehicular and pedestrian movements, provide adequate parking areas, provide appropriate site landscaping, and create quality and enduring aesthetic character.

1. Policy 9.2: Promote commercial development that is accessible by transit, automobile, walking, and bicycle.
 2. Policy 11.3: Encourage the development of multistory office and light-industrial uses to use land efficiently, expand the property tax base, and create jobs.
- b.** The proposed use is not in conflict with a Regulating Map or other adopted plan because no such plans apply to the area surrounding the property;
 - c.** The proposed use is not in conflict with City Code requirements, and the conditional use approval can be rescinded if the use of the drive-through fails at any time to comply with all applicable Code requirements or conditions of the approval;
 - d.** The proposed drive-through should not create an excessive burden on parks, streets, or other public facilities, since a drive-through is a typical accessory use with for a bank or financial institution, which are permitted uses in the Community Business zoning district.
 - e.** The proposed drive-through will not be injurious to the surrounding (mostly commercial) neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.

WHEREAS, the Roseville City Council has further determined that approval of the proposed CONDITIONAL USE will not result in adverse impacts to the surrounding properties based on the following findings specific to drive-through facilities:

- a.** The proposed drive-through has lanes and service windows that will be located along the north side of the building and directly adjacent to the parking lot and the office building, which lanes and service windows and not located between the principal structure and a public street.
- b.** The proposed drive-through does not lie near an intersection street right-of-way.
- c.** The site plan does indicate a pedestrian connection (could also be used for bicycles) from the sidewalk adjacent to the frontage road accessing the front of the proposed building as well as the rear of the building, which works well for pedestrians utilizing the public walkway. In the case of vehicle circulation within and around the parking lot, vehicles will access from the shared drive-lane along the south property boundary and the drive-through having been located along the north side of the building, access to it through the parking lot can be directed via the third opening into the parking lot with the use of signs. Although the parking lot is slightly deep, the site is narrow and not appropriate for a separate pedestrian from the rear portion of the lot to the building. The Planning Division believes that vehicles and pedestrians will be able to co-mingle without safety issues.
- d.** The proposed drive-through lanes accommodate queuing for approximately 25+ vehicles or lanes that can be stacked to 5 vehicles deep, which is deemed more than adequate for

this use. Circulation for the site is well designed and the patrons utilizing the drive-through will have a designated exit.

- e. The proposed drive-through and its teller islands will lie directly adjacent a parking lot and should not be a nuisance to any residential use in the area (Coventry Apartments and townhomes is located approximately 475 feet to the north and the townhomes at Arona are 300 feet to the east).
- f. The final design of the building and drive-through will include building and roofing materials that are consistent and/or similar or complementary to one another.
- g. The requirement for a 10-foot wide buffer with screen planting and an opaque wall or fence is not applicable to the CU request, because an office use and Community Business zoned property lies directly adjacent to the north of the proposed drive-through facility.

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed drive-through at 2750 Snelling Avenue as a CONDITIONAL USE in accordance with Section §1009.02 of the Roseville City Code, subject to:

- a. All public easement being accurately articulated on the plan sheets submitted for permit review and approval
- b. That the roof structure of the drive-through not encroach into the 30 foot wide utility and drainage easement which lies along the northern property line.

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 – Affinity Plus Federal Credit Union, 2750 Snelling Avenue (PF11-015)

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 13th day of June 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 13th day of June 2011.

William J. Malinen, City Manager

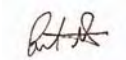
(SEAL)

REQUEST FOR COUNCIL ACTION

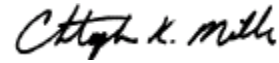
Date: 06-13-11

Item No.: 7.9

Department Approval



Acting City Manager Approval



Item Description: Accept the Office of Traffic Safety grant award of one Panasonic Arbitrator 360 in-squad camera

BACKGROUND

On May 12, 2011, the Minnesota Office of Traffic Safety (OTS) awarded the Roseville Police Department one Panasonic Arbitrator 360 in-car camera through the Department of Public Safety/Office of Traffic Safety in-car camera grant program. In May 2010, the Roseville Police Department completed a grant application requesting in-car camera funding for our agency's fleet of 19 marked squads. Because the OTS received 146 grant applications and had only \$2.9 million available for camera funding, our agency was awarded 12 Panasonic Arbitrator cameras valued at approximately \$52,000.00. On August 9, 2010, then Mayor Craig Klausing, signed the *In-Car Camera Order and Distribution Agreement with the Minnesota Sheriff's Association* allowing our agency to receive the grant equipment proceeds. In late 2010, a portion of the original grant funding remained available allowing the OTS to award an additional 43 cameras. From this remaining grant funding, the OTS awarded Roseville one additional camera. The additional camera being awarded to our agency is part of the initial grant proceeds authorized by council in August of 2010. See attachment "A" May 12, 2011 award letter from the Minnesota Office of Traffic Safety.

POLICY OBJECTIVE

As a recipient of this OTS grant, our agency was required to implement a mobile digital video recording policy. All sworn officers have completed this mandatory training to learn the operation of the in-car squad cameras, patrol officers have completed a pre-post survey answering questions specific to the in-squad cameras. The Chief or his designee will be required to complete a final report (spring/summer 2011) to the OTS describing our agency's activities with the camera and efforts at reducing biased policing at traffic stops.

FINANCIAL IMPACTS

As a recipient of this latest grant, our agency will be required to provide local matching funds of \$100.00 per camera plus \$275.00 per squad for camera installation. To enhance this camera award, the department has opted to purchase one rear facing camera to allow imaging of the squad's prisoner transport area at a cost of \$130 per camera. The marked squad receiving this camera will need a wireless access point at a cost of \$300.00. At the request of the IT department, we will purchase one 5-year Panasonic maintenance packages at a cost of \$495.00. The total cost for additional hardware, software, maintenance and system warranty is approximately \$1300.00. The

30 additional \$1300.00 will be funded from the department's alcohol forfeiture fund. See attachment
31 "B" for Financial Impact summary.

32 **STAFF RECOMMENDATION**

33 Accept the Office of Traffic Safety grant award of one Panasonic Arbitrator 360 in-squad camera.

34 **REQUESTED COUNCIL ACTION**

35 Accept the Office of Traffic Safety grant award of one Panasonic Arbitrator 360 in-squad camera.

Prepared by: Lorne Rosand – Lieutenant

Attachments: A: May 12, 2011 Office of Traffic Safety Award Letter
B: Summary of additional financial impact costs
C: In-Car Camera Order and Distribution Agreement

ATTACHMENT A

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Office of Traffic Safety

444 Cedar Street • Suite 150 • Saint Paul, Minnesota 55101-5150
Phone: 651.201.7065 • Fax: 651.297.4844 • TTY: 651.282.6555
www.dps.state.mn.us

May 12, 2011

Lieutenant Lorne Rosand
Roseville Police Department
2660 Civic Center Drive
Roseville, MN 55113

Lieutenant Rosand:

The Office of Traffic Safety (OTS) is pleased to inform you that the Roseville Police Department has been awarded a Panasonic Arbitrator 360° in-car camera through the Department of Public Safety/Office of Traffic Safety in-car camera grant program for 2011. Once again the OTS will be working with the Minnesota Sheriffs' Association (MSA) to coordinate the purchase of the 43 in-car cameras that will be awarded. The MSA will be contacting you about the information that is needed in order to purchase the in-car camera. Once the MSA places the order the expected delivery time to the agency is 2-3 weeks.

The in-car camera received through this grant program should be used for traffic safety purposes during the lifetime of the equipment. The agency may not deviate from this requirement and may not dispose of the in-car camera unless it has first obtained permission from the State. Upon receiving your in-car camera the agency is responsible for any operating, maintenance, and repair costs of the equipment obtained through the in-car camera grant program. Title to equipment acquired through the in-car camera grant program shall vest upon the agency. If the agency sells or replaces the in-car camera the proceeds must be used for OTS approved traffic safety activities.

The local matching funds required for the in-car camera awarded to the Roseville Police Department is \$300 of which \$200 may be used for installation. The remaining \$100 will be due to the MSA along with two copies of your ink signed agreement document. The agreement document will be provided by the MSA.

Congratulations on receiving a 2011 in-car camera award. If you have any questions or concerns please contact me by calling (651) 201-7078 or by e-mail at Hal.Campbell@state.mn.us.

Sincerely,

Hal Campbell, Evaluation Coordinator
Office of Traffic Safety
444 Cedar St., Suite 150
St. Paul, MN 55101

Alcohol
and Gambling
Enforcement

Emergency
Communication
Networks

Bureau of
Criminal
Apprehension

Driver
and Vehicle
Services

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal and
Pipeline Safety

ATTACHMENT "B"

Financial impact costs associated with the Office of Traffic Safety award of 1 Panasonic Arbitrator 360 in-squad cameras:

Item	Quantity	Cost per Unit	Total
Local Matching Funds per Unit	1	\$100.00	\$100.00
Camera Installation Fee Per Squad	1	\$275.00	\$275.00
Panasonic Rear Facing Camera	1	\$130.00	\$130.00
Panasonic Wireless Access Point	1	\$300.00	\$300.00
Panasonic 5-year Arbitrator Maintenance Agreement	1	\$495.00	\$495.00
Total Estimated Costs			\$1,300.00

ATTACHMENT C



May 18, 2011

**To: Police Department
Lieutenant Lorne Rosand
2660 Civic Center Drive
Roseville, MN 55113**

**From: Jim Franklin, Executive Director
Minnesota Sheriffs' Association**

Re: In-Car Camera Order and Distribution Agreement

The Minnesota Sheriffs' Association (MSA) is contracted by the Office of Traffic Safety (OTS) to provide its professional services to coordinate and facilitate the ordering and distribution of in-car cameras awarded to law enforcement agencies in the State of Minnesota. We have worked hard to simplify the agreement process order and thank you for your patience. Attached to this memo is an agreement form that needs to be completed and returned by June 10, 2011. It is our intent on ordering all of the remaining cameras by the end of June and we are hopeful for delivery of the new cameras by mid-July. There will be additional information and grant requirements sent to you under separate cover as this phase 3 project moves forward.

For your convenience, information on the agreement has been preprinted. If any of the contact information is incorrect, please update the form with the correct information. **Return two (2) completed original agreement forms, original signatures must be in blue or black ink, to:**

Minnesota Sheriffs' Association
Attn: Kathy Lardani
1951 Woodlane Drive, Suite 200
Woodbury, MN 55125

If you have any questions please contact Kathy Lardani by e-mail at klardani@mnsheriffs.org or by calling (651) 451-7216 x1. You may also e-mail me at jfranklin@mnsheriffs.org or call (651) 451-7216 x2.

Congratulations on your in-car camera award.

By signing below, I certify that the information contained in this agreement is true and correct to the best of my knowledge, that I have the authority to enter into this agreement, and the Awardee will meet all the terms and conditions required and set forth in this agreement.

Signature _____

Printed Name Dan Roe

Title Mayor Date _____

Please return **two (2)** completed original agreement forms. Original signatures must be in blue or black ink and mailed to the following address:

Minnesota Sheriffs' Association
Attn: Kathy Lardani
1951 Woodlane Drive, Suite 200
Woodbury, MN 55125

This agreement and your check is due back at the MSA office by close of business June 10, 2011.

IN CAR CAMERA AGREEMENT

AGENCY NAME: Roseville Police Department

ADDRESS: 2660 Civic Center Drive
Roseville, MN 55113

CONTACT: Lieutenant Lorne Rosand
E-MAIL: lorne.rosand@ci.roseville.mn.us
PHONE: 651-792-7211

IN-CAR CAMERA MODEL AWARDED: Panasonic Arbitrator 360^o

NUMBER OF IN-CAR CAMERAS AWARDED: 1

REQUIRED LOCAL MATCH:

Number of In-Car Cameras to Order x \$100 per Camera = \$100

This amount is due with submission of the signed agreement

(Make check payable to the Minnesota Sheriffs' Association)

FISCAL CONTACT (If different than contact info above)

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

EMAIL: _____

The mounting brackets for some of the cameras vary depending on the year and type of vehicle, please list the MAKE, MODEL and YEAR and tell us how many cameras will be installed in that type of vehicle . (i.e. Your department is being awarded 5 cameras – those cameras will go into 3 cars that are Ford Crown Vic 2008 and 2 cars that Chevy Impala 2009)

# of cars	Vehicle Make & Model	Year
1. <u>1</u>	<u>DODGE CHARGER</u>	<u>2011</u>
2. <u> </u>	<u> </u>	<u> </u>
3. <u> </u>	<u> </u>	<u> </u>
4. <u> </u>	<u> </u>	<u> </u>
5. <u> </u>	<u> </u>	<u> </u>

(The # of cars column should total the number of cameras you are being granted)

Where the System will be mounted (this is specific to certain in-car camera models):

- ☐ Inside Vehicle
☒ Trunk

Color of Antennae (specific to the Flashback2)

- ☒ Black
☐ White

Any equipment purchased under this grant contract shall be used primarily for traffic safety purposes during the life of the equipment. By accepting the award, the agency may not deviate from this requirement and may not dispose of any equipment unless it has first obtained permission from the State. Only equipment specified in this grant contract may be purchased.

Any law enforcement agency receiving an in-car camera through the DPS In-Car Camera Grant Program is responsible for any operating, maintenance, and repair costs of equipment purchased under this grant contract unless otherwise specified. Title to equipment acquired through the in-car camera grant program shall vest upon the law enforcement agency.

The law enforcement agency must inform OTS if the agency sells, replaces, or otherwise disposes of the in-car camera(s) and that the proceeds would have to go to OTS approved traffic safety activities, The funds being used to purchase the cameras are federal funds, CFDA numbers 20.601, 20.609, and 20.611.

The National Highway Traffic Safety Administration requires all the cameras to be used in vehicles that would ordinarily be used in patrolling roadways or the direct supervisors of those patrolling roadways.

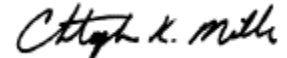
REQUEST FOR COUNCIL ACTION

Date: 06/13/11
Item No.: 9 . a

Department Approval



Acting City Manager Approval



Item Description: Adopt an Ordinance Regulating the Use of Coal Tar Based Sealers

BACKGROUND

The City Council discussed the impacts of coal tar based driveway sealers at its May 23, 2011 meeting. The Council directed staff to bring the draft ordinance back for adoption along with an ordinance summary for approval at a June council meeting.

The Public Works Environment and Transportation Commission recommends the City Council adopt an ordinance banning the use of coal tar based driveway sealants. These sealants are receiving considerable attention at the MPCA due to the potential health hazards that exist when they end up in storm water pond sediments. This type of driveway sealant was more prevalent in years past. The coal tar sealer flakes off from driveways over time and storm water runoff carries the material to storm water ponds. The coal tar sealants contain polycyclic aromatic hydrocarbons (PAH) which are known carcinogens. Due to the toxic nature, the sediments from storm water ponds are now required to be tested and classified for disposal. When certain levels of these substances are found the sediments need to be disposed of in hazardous materials landfills. This is very costly and is a metro wide problem, especially in the first and second tier suburbs as these materials were applied to driveways for many years. We have found these substances in two recent pond maintenance projects completed by watershed districts in Roseville. Oasis Pond restoration project completed by Rice Creek Watershed District and the William Street Pond project completed by Capitol Region Watershed District had high levels of PAH and required disposal at significantly high cost.

The Legislature considered a state wide ban on coal tar based sealant products in 2010 but did not pass legislation. There was no legislation introduced in this year's legislative session.

Coal tar sealers are no longer sold by most hardware stores and home improvement stores. They are still available and are being marketed by door to door driveway coatings contractors. Staff requested the City Attorney modify the League of Minnesota Cities model ordinance, which allowed diluted coal tar sealers, to reflect a total ban on coal tar emulsions similar to ordinances adopted in White Bear Lake, Maplewood, and other communities.

Attached is the Attorney reviewed draft ordinance for adoption. (Attachment A) We have also attached an ordinance summary for publication. (Attachment B)

35

36 **POLICY OBJECTIVE**

37 The City's Comprehensive Plan and the Comprehensive Storm Water Management Plan
38 discuss the importance of protecting the city's water resources and the health, safety, and
39 welfare of city residents. This ordinance is consistent with those objectives.

40 **FINANCIAL IMPACTS**

41 The adoption of this ordinance should not have a negative impact on city budgets or
42 operations.

43

44 **STAFF RECOMMENDATION**

45 Staff recommends the Council adopt the attached ordinance banning the use of coal tar base
46 sealers in Roseville and approve the ordinance summary for publication. The Public Works
47 Environment and Transportation Commission also recommends the city ban the use of coal
48 tar based driveway sealers in the City of Roseville.

49 **REQUESTED COUNCIL ACTION**

50

51 Motion adopting an ordinance, Chapter 410 Banning the Use of Coal Tar Sealants and
52 approving the ordinance summary for publication.

53

54

Prepared by: Duane Schwartz, Public Works Director
Attachments: A. Draft Ordinance
B. Ordinance Summary

City of Roseville
ORDINANCE NO. ____

**AN ORDINANCE ADDING CHAPTER 410 TO TITLE FOUR OF THE
ROSEVILLE CITY CODE REGULATING THE USE OF COAL TAR BASED
SEALER PRODUCTS WITHIN THE CITY OF ROSEVILLE, MINNESOTA**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Chapter 410 is hereby added to Title Four of the Roseville City
Code:

SECTION:

- 410.01: Purpose
- 410.02: Definitions
- 410.03: Prohibitions
- 410.04: Exemption
- 410.05: Asphalt-Based Sealcoat Products
- 410.06: Penalty
- 410.07: Severability

410.01: PURPOSE

The City of Roseville understands that lakes, rivers, streams and other bodies of water are natural assets which enhance the environmental, recreational, cultural and economic resources and contribute to the general health and welfare of the community. The City of Roseville Comprehensive Plan supports protection of these resources.

The use of sealers on asphalt driveways is a common practice. However, scientific studies on the use of driveway sealers have demonstrated an adverse relationship between stormwater runoff and certain health and environmental concerns.

The purpose of this ordinance is to regulate the use of sealer products within the City of Roseville, in order to protect, restore, and preserve the quality of its waters.

410.02: DEFINITIONS

Except as otherwise provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ASPHALT-BASED SEALER: A petroleum-based sealer material that is commonly used on driveways, parking lots, and other surfaces and which does not contain coal tar.

COAL TAR SEALER: A coal tar based sealer is a black liquid containing coal tar pitch that is sprayed or painted on asphalt parking lots and driveways.

COAL TAR: A byproduct of the process used to refine coal for the steel industry.
CITY: City of Roseville.
MPCA: Minnesota Pollution Control Agency
PAHs: Polycyclic Aromatic Hydrocarbons. A group of organic chemicals formed during the incomplete burning of coal, oil, gas, or other organic substances. Present in coal tar and believed harmful to humans, fish, and other aquatic life.

410.03: PROHIBITIONS

- A. No person shall apply any coal tar based sealer to any driveway, parking lot, or other surface within the City of Roseville.
- B. No person shall contract with any commercial sealer product applicator, residential or commercial developer, or any other person for the application of any coal tar based sealer to any driveway, parking lot, or other surface within the City.
- C. No commercial sealer product applicator, residential or commercial developer, or other similar individual or organization shall direct any employee, independent contractor, volunteer, or other person to apply any coal tar based sealer to any driveway, parking lot, or other surface within the City.
- D. A person may not sell a coal tar based sealer product within the City, unless:
 - 1. The sale is to a person who intends to use the coal tar based sealer outside the City's planning jurisdiction; and
 - 2. The seller requires the purchaser to complete and sign a form provided by the City that includes:
 - a. The name, address, and phone number of the purchaser,
 - b. The date of the purchase,
 - c. The quantity of coal tar based sealer purchased,
 - d. A statement that the coal tar based sealer will not be used within the City of Roseville,
 - e. An affirmation by the purchaser that the information on the form is correct, and
 - f. The seller retains the completed form for a period of not less than two years and allows the City to inspect or copy the form upon request.

410.04: EXEMPTION

Upon the express written approval from both the City and MPCA, a person conducting bona fide research on the effects of coal tar based sealer products or PHAs on the environment shall be exempt from the prohibitions provided in Section 3.

410.05: ASPHALT-BASED SEALCOAT PRODUCTS

The provisions of this ordinance shall only apply to use of coal tar based sealer in the City and shall not affect the use of asphalt-based sealer products within the City.

410.06: PENALTY

Any person convicted of violating any provision of this ordinance is guilty of a misdemeanor and shall be punished by a fine not to exceed one thousand dollars

81 (\$1,000.00) or imprisonment for not more than ninety (90) days, or both, plus the costs of
82 prosecution in either case.

83 **410.07: SEVERABILITY**

84 If any provision of this ordinance is found to be invalid for any reason by a court of
85 competent jurisdiction, the validity of the remaining provisions shall not be affected.

86
87
88 SECTION 2: Effective date. This ordinance shall take effect upon its passage and
89 publication.

90
91 Passed by the City Council of the City of Roseville this ____ day of _____ 20__.

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Ordinance – Adding Chapter 410

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

William J. Malinen, City Manager

**CITY OF ROSEVILLE
ORDINANCE SUMMARY NO. ____**

**A SUMMARY OF AN ORDINANCE AMENDING TITLE 4, ADDING CHAPTER 410
COAL TAR SEALANTS**

The following is the official summary of Ordinance No. _____ approved by the City Council of Roseville on June 13, 2011:

The Roseville City Code is amended by creating a new chapter, Chapter 410, regarding a ban on the use of coal tar based sealants in the City of Roseville. This is a new ordinance created to; regulate the use of coal tar based driveway sealants to reduce the contribution of harmful pollutants to storm water ponds in the city, to protect the health and safety of its residents, and to establish legal authority to carry out actions necessary to ensure compliance with the ordinance. The ordinance takes effect upon this publication.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary is also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2160 Hamline Avenue, Roseville, Mn. 55113, and on the internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: _____
City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 6/13/2011
Item No.: 9 . b

Department Approval

Acting City Manager Approval



Item Description: Ordinance Amending Title 7 Chapter 706, Forestation Control (new Urban Forest Management) and Title 2 Chapter 203.04 O, Duties and Functions of the Parks and Recreation Commission

BACKGROUND

A requirement of the Emerald Ash Borer Preparedness Grant, received in 2010 was to update the City Forestation Control Ordinance to include Emerald Ash Borer (EAB) and other forest pests. In addition, the ordinance required other language updates.

Input has been received from the Minnesota Department of Agriculture and the Department of Natural Resources.

The proposed ordinance has been reviewed by the Parks and Recreation Commission (the City Tree Board), Public Works, Environment and Transportation Commission and all relevant City Departments.

Staff has worked with the City Attorney to develop and finalize appropriate language. The attached ordinance has been reviewed by the City Attorney and is recommended by staff.

Council reviewed the draft ordinance at their April 25th and May 23rd meetings and recommended minor changes.

Staff reviewed and incorporated the recommended changes and received approval from the City Attorney.

POLICY OBJECTIVE

The proposed ordinance is consistent with related city ordinances and applicable state statutes.

FINANCIAL IMPACTS

The proposed ordinance does not have a direct financial impact.

STAFF RECOMMENDATION

Based on the review and input from the Department of Agriculture, Department of Natural

30 Resources, Public Works, Environment and Transportation Commission, relevant City
31 Departments, City Attorney and a review and recommendation of the Parks and Recreation
32 Commission (Tree Board), staff recommends adoption of the attached Urban Forest Management
33 Ordinance and approval of the ordinance summary.
34

35 **REQUESTED COUNCIL ACTION**

36 Adopt an ordinance amending Title 7, Chapter 706 Forestation Control (Urban Forest
37 Management) and Title 2 Chapter 203.04 O Duties and Function of the Parks and Recreation
38 Commission.
39

40 Motion to approve a summary of the ordinance amending Title 7, Chapter 706 Forestation Control
41 (Urban Forest Management) and Title 2 Chapter 203.04 O Duties and Function of the Parks and
42 Recreation Commission.

Prepared by: Lonnie Brokke, Parks and Recreation Director

Attachment: A. Ordinance
 B. Ordinance Summary

**AN ORDINANCE AMENDING TITLE 7 CHAPTER 706, FORESTATION CONTROL
(NOW URBAN FOREST MANAGEMENT) AND TITLE 2 SECTION 203.04 DUTIES
AND FUNCTIONS OF THE PARKS AND RECREATION COMMISSION**

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1: Title 7, Section 706 of the Roseville City Code is amended to read
as follows:

**CHAPTER 706
URBAN FOREST MANAGEMENT**

SECTION:

- 706.01: Declaration of Policy
- 706.02: Purpose
- 706.03: Definitions
- 706.04: Tree Board
- 706.05: Jurisdiction
- 706.06: Designation and Duties of City Forester
- 706.07: Public Tree Master Plan
- 706.08: Regulations for Planting or Removing Trees, Shrubs, and Herbaceous
Plants on Public and Private Property
- 706.09: Duties of Private Landowners
- 706.10: Reporting Discovery of Shade Tree Pests
- 706.11: Registration of Tree Care Firms
- 706.12: Standard Abatement Order Procedure
- 706.13: Development or Redevelopment Tree Planting
- 706.14: Declaration of A Shade Tree Pest
- 706.15: Nuisances are Unlawful
- 706.16: Declared Shade Tree Pests, Control Measures and Control Areas
- 706.17: Urban Forest Management Fees
- 706.18: Emergencies
- 706.19: Interference

706.01: DECLARATION OF POLICY:

The health of trees in the City of Roseville (City) is threatened by shade tree pests.
The loss or ill health of trees growing upon public and private property

substantially depreciates the value of property within the city and impairs the safety, environmental benefits, general welfare and convenience of the public. The provisions of this section are adopted as an effort to control and prevent the spread of shade tree pests and to maintain a healthy urban forest, in addition to and in accordance with Minn. Stat. §§ 89.001, 89.01 and 89.51-.64.

706.02: PURPOSE:

It is the purpose of this Chapter to protect and promote the public health, safety and general welfare of the people of the City by:

- A. Regulating the planting, maintenance and removal of trees, shrubs and herbaceous plants on all public spaces and rights of way.
 - B. Allowing the planting, maintenance, removal and trimming of trees, shrubs and herbaceous plants on public lands by written permission of the city.
 - C. Inspecting trees on public and private lands.
 - D. Controlling shade tree pests to protect the trees and to prevent and abate hazardous tree conditions and nuisances within the City on public and private lands.
 - E. Protecting and preserving existing healthy trees.
 - F. Encouraging the planting of trees for the protection and enhancement of the environment.
- (Ord. 1107, 12-9-91)

706.03: DEFINITIONS:

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

BOULEVARD: That property between the edge of the street and the property line (right-of-way line).

EASEMENT: The right to use a defined part of real property held by others for a specific purpose.

HAZARDOUS TREE: Any tree, as determined by the City Forester, to cause or have the potential to cause harm to public or private property, following the guidelines set forth by the Minnesota Department of Natural Resources (MNDNR).

HERBACEOUS PLANTS: Non-woody plants.

NUISANCE: Any shade tree pest or hazardous tree in the community threatening to cause significant damage to another shade tree, or public or private property.

PROPERTY LINE: The legal boundary of a parcel of land.

PUBLIC TREE MASTER PLAN: Official comprehensive tree management plan, including, but not limited to, a planting guide with regulations outlining acceptable tree species, planting locations, planting techniques and treatments to limit the spread of shade tree pests and maintain healthy trees.

PUBLIC TREE PERMIT: Written permission given by the City allowing a person(s) to plant, trim, treat or remove a tree, shrub, or herbaceous plant on city public land.

PUBLIC UTILITIES: Public water, storm sewer and sanitary lines.

RIGHT OF WAY: The surface and space above and below a public roadway, highway, street, cartway, bicycle and public sidewalk in which the City has an interest, including other dedicated rights of way for travel purposes, utility easements and any other real property owned by or under the control of the City.

SHADE TREE PEST: Any vertebrate or invertebrate animal, plant pathogen, or plant in the community threatening to cause significant damage to a shade tree or community forest, as defined by Minn. Stat. § 89.001.

SHRUB: A woody plant at maturity less than 20 feet tall with multiple stems at the ground or branching within a few feet above ground.

TREE: A woody plant at maturity 20+ feet tall with a single stem and unbranched for several feet above ground.

TREE TOPPING: Topping and tipping are pruning cuts made indiscriminately on limbs with no regard for placing the cuts near protection zones.

TREE TRIMMING: Recommended trimming and pruning techniques are outlined in the Public Tree Master Plan. Tree topping is not considered an appropriate tree trimming technique and is specifically prohibited on all public lands. (Ord. 1107, 12-9-91)

706.04: TREE BOARD:

The Parks and Recreation Commission shall act in all matters relating to the advisement of issues contained in this Chapter and all others relating to urban forest management within the City, pursuant to City Code Chapter 203. (Ord. 1107, 12-9-91)

706.05: JURISDICTION:

A. The city shall have the power to plant, care for, maintain, remove, and replace all trees, shrubs, and herbaceous plantings located within any street right of way, parks and public places within the City limits.

B. The city shall have control over the planting, care, maintenance, removal and replacement of all trees, shrubs, and herbaceous plants located on private property that constitute a hazard or threat to the public as set forth in this Chapter. (Ord. 1107, 12-9-91)

706.06: DESIGNATION AND DUTIES OF CITY FORESTER:

A. Appointment of City Forester: The Director of Parks and Recreation, or duly authorized employee, shall act as the City Forester to coordinate the activities within the city relating to urban forest management. (Ord. 1107, 12-9-91)

B. Authority of City Forester: The City Forester shall have jurisdiction and supervision over all trees, shrubs, and herbaceous plants located within street rights of way, parks and public places of the City, and trees, shrubs and herbaceous plants located on private property that constitute a hazard or threat to the public. (Ord. 1107, 12-9-91; amd. 1995 Code)

C. Duties of City Forester: The City Forester may direct the planting, care, maintenance, removal and replacement of any tree, shrub or herbaceous plant on public grounds and on private property where necessary to preserve or restore the healthy and safe condition of such tree, shrub or herbaceous plant or to protect the public from damage or injury. The cost of any such work may be assessed against the property on which the tree, shrub or herbaceous plant is located, pursuant to Section 706.12.

D. Public Tree Master Plan: In addition to the other responsibilities under this Chapter, the City Forester shall review the Public Tree Master Plan regarding all aspects of trees, shrubs and herbaceous plants on public property within the City and on private property where such tree(s), shrub(s) and/or herbaceous plant(s) may present a health or safety hazard. (Ord. 1107, 12-9-91)

706.07: PUBLIC TREE MASTER PLAN:

The Public Tree Master Plan shall address the following matters:

1. List of acceptable varieties of plant material

2. Prohibited plantings of specific trees, shrubs and herbaceous plants
3. Minimum size of plant material
4. Grade and quality of plant material
5. Method/technique of planting and support
6. Maintenance
7. Recommended trimming and pruning techniques
8. Recommended acceptable treatments

When approved by resolution of the City Council following a review by the City Tree Board, the Public Works Director and Community Development Director, the Public Tree Master Plan and any modifications will be the Official Plan of the City. After the adoption of the official plan, no tree planting permit will be issued which does not conform to the Public Tree Master Plan.

706.08: REGULATIONS FOR PLANTING OR REMOVING TREES, SHRUBS OR HERBACEOUS PLANTS ON PUBLIC PROPERTY:

- A. Hazard Placement Prohibited: No tree, shrub or herbaceous plant shall be planted, placed or allowed to remain in a place which the City Engineer determines could cause a traffic hazard. Enforcement shall be conducted by the City Forester and the City Engineer.
- B. Boulevard Planting: Trees, shrubs, or herbaceous plants must be located within the first three (3) feet of the boulevard, measured from the property line. Plant material shall be consistent with the Public Tree Master Plan and not in conflict with public plantings based on the judgment of the City Forester. Planting will be by permit only.
- C. Spacing/Placement: Placement of trees, shrubs or herbaceous plants must be consistent with Sections 706.07 through 706.08 and the guidelines listed in the Public Tree Master Plan.
- D. Abuse or Mutilation: No person shall on public property and right of way:
 1. Damage, cut, remove, carve, kill or injure trees, shrubs or herbaceous plants.
 2. Trim, prune, remove, spray or otherwise treat trees, shrubs or herbaceous plants without first obtaining a public tree permit.
 3. Attach any rope, wire or other contrivance to any tree, shrub or herbaceous plant.
 4. Cause or permit any wire charged with electricity or any gaseous liquid or solid substance to come in contact with trees, shrubs or herbaceous plants which are located on, or extend over, any public street, boulevard, park or other public place without a permit.
- E. Public Tree Permits:
 1. No person shall plant, remove or treat trees, shrubs or herbaceous plants on a public boulevard without first obtaining a public tree permit from the City Forester.
 2. The following provisions apply to the issuance of public tree permits for planting, treating or removing trees, shrubs and/or herbaceous plants on public property, especially the boulevard:
 - a. Application Data: The application required under this Section shall state the number of trees, shrubs and/or herbaceous plants to be planted, the location, size and specific species of each tree or plant.
 - b. Standards for Issuance: A permit shall be issued after the application has been determined to be in compliance with the Public Tree Master Plan and the requirements of this Section and related sections by the City Forester.
 - c. Replacement: As a condition to the granting of a tree removal permit, the City Forester may require the applicant to relocate or replace trees, shrubs and/or herbaceous plants to be consistent with the Public Tree Master Plan.

- d. Bond Requirements: A posted bond or cash escrow may be required in an amount to be determined by the City Forester conditioned upon satisfactory compliance with the terms of the permit.
- e. Permit Denial: If a planting or removal permit is denied, the reason(s) for denial shall be set forth in writing and given to the applicant, within 20 days of receipt of application.
- f. Denial Appeal: Any applicant adversely affected by the decision may appeal to the City Tree Board and, finally, to the City Council.

- F. Areas Not Applicable: The provisions of subsection D above shall not apply to:
1. The removal of trees on public easements/rights of way, conducted by, or on behalf of, a Federal, State, County, Municipal or other governmental agency in pursuance of its lawful activities or functions in construction or improvements.
 2. The removal of any tree by a public utility when such tree has the reasonable potential of endangering the facility's operation by the utility. (Ord. 1107, 12-9-91)

706.09: DUTIES OF PRIVATE LANDOWNERS:

It shall be the duty of any person owning private property to comply with the following:

- A. Planting on Private Property: No person shall plant or allow to be planted on any privately owned property any tree, shrub or herbaceous plant listed in the Public Tree Master Plan as prohibited.
- B. Acceptable Plant Materials: Acceptable plant materials shall not have characteristics detrimental to the public welfare such as:
 1. susceptibility to pests, as determined by the MNDNR, Minnesota Department of Agriculture (MDA) and the City Forester
 2. susceptibility to wind damage
 3. a tendency to interfere with utilities
 4. or a tendency to interfere with public easements or rights of way.
- C. Prohibited Obstructions:
 1. Obstructing View: No trees, shrubs or herbaceous plants shall be planted or allowed to grow so as to obstruct the view of any vehicular traffic on public streets or pathways, or pedestrians on public pathways.
 2. Utilities: No trees may be planted under or within ten (10) level feet of any overhead utility wire, or over or within ten (10) lateral feet of any underground public utilities.
- D. Trimming of Trees:
 1. Private property trees and shrubs must be trimmed so as not to cause a hazard to persons or property on abutting property.
 2. All trees and shrubs shall be pruned to sufficient height to allow free passage of pedestrians and vehicular traffic: nine (9) feet over sidewalks and 16 feet over streets and two (2) feet horizontal distance.
- E. Removal of Pest-Infested or Hazardous Trees: Pest-infested or hazardous trees, and plants deemed to be a health or safety hazard by the City Forester, must be treated or removed so as not to constitute a health or safety hazard to the public or to other trees or plants in the City.
- F. Stockpiling and Storage of Firewood Logs: No person shall stockpile or store wood from a pest-infested tree with the bark intact without first having obtained a permit to do so. The City Forester may issue permits, upon proper application, for the stockpiling or storage of such wood only between September 15 and April 1 of the following year and only at locations which are specified in the permit.

706.10: REPORTING DISCOVERY OF SHADE TREE PESTS:

Any owner or occupier of land or any person engaged in tree trimming or removal who becomes aware of the existence of a nuisance as defined under Section 706.03 shall report the same to the city.

706.11: REGISTRATION OF TREE CARE FIRMS:

Any person, corporation or other entity that operates a business which provides tree care, tree trimming, or removal of trees, limbs, branches, brush, or shrubs for hire must be licensed to work in the City by the Community Development Department.

706.12: STANDARD ABATEMENT ORDER PROCEDURE:

When the City Forester determines with reasonable certainty that it is necessary to order the trimming, treatment or removal of trees, shrubs or herbaceous plants as authorized in subsection 706.09, a written order to correct the condition shall be served.

- A. The City Forester will notify in writing the owner of record or occupant of the premises that a nuisance exists and order that the nuisance be terminated or abated. The notice may be given in person or by mail. Failure of any party to receive the mail does not invalidate the service of the notice. A copy of the notice shall be filed with the City Forester.
- B. Removal Date: The date inserted in the notice in subsection 706.12A shall be 20 days after the notice is mailed.
- C. Appeal: A person receiving said notice may, within five (5) working days of the postmark date of said notice, file an appeal with the City. The appeal will be heard by the City Tree Board and forwarded to the City Council for action within 21 calendar days following the appeal of said notice.
- D. Summary Removal of Pest-Infested Trees: In the event the trees covered in said notice are not removed, destroyed and/or treated, as provided in subsections 706.12A through C, within ten (10) calendar days following the denial on an appeal as set forth in subsection 706.12C, the City Forester shall cause said trees to be summarily removed, destroyed and/or treated and shall take any other action necessary to prevent the spread of the pest or danger to the public.
- E. Cost Responsibility: Any costs of inspecting, removing or treating trees, including any legal expense, shall be itemized and mailed to the owner at the address shown in the records of the County Auditor. In the event said itemized bill is not paid within 30 days, the amount of said costs, plus interest, shall be certified to the proper County officials and collected with the next succeeding five (5) years real estate taxes as provided for in Minnesota Statute Section 429.101. (Ord. 1107, 12-9-91; amd. 1995 Code)

706. 13: DEVELOPMENT OR REDEVELOPMENT TREE PLANTING:

All development and redevelopment activities within the City of Roseville shall be subject to City Code Chapter 1011.03 regarding minimum landscaping standards.

706.14: DECLARATION OF A SHADE TREE PEST:

The City Forester may declare any vertebrate or invertebrate animal, plant pathogen, or plant in the community threatening to cause significant damage to a shade tree or community forest, as defined by Minn. Stat. § 89.001, to be a shade tree pest.

706.15: NUISANCES ARE UNLAWFUL:

It is unlawful for any person to permit any nuisance as defined in Section 706.03 to remain on any premises the person owns or controls within the city. The nuisance may be abated as provided in this ordinance.

706.16: DECLARED SHADE TREE PESTS, CONTROL MEASURES, AND CONTROL AREAS:

The City Forester may prescribe control measures to effectively eradicate, control, or manage the shade tree pest, including necessary timelines for action. Shade Tree Pests are to be eradicated, controlled or managed according to best management practices prescribed by the MDA and the MNDNR. The control area of a shade tree pest is defined as all lands within the boundaries of the city.

706.17: URBAN FOREST MANAGEMENT FEES:

Fees for all permits and other applicable required City services shall be as established by the City Fee Schedule in Section 314.05. (Ord. 1107, 12-9-91)

706.18: EMERGENCIES:

In case of emergencies involving, but not limited to, tornadoes, windstorms, floods, freezes or other natural disasters, the requirements of this Chapter may be waived by the Mayor or, in the absence of the Mayor, the Acting Mayor. (Ord. 1107, 12-9-91)

706.19: INTERFERENCE:

It is unlawful for any person to prevent, delay or interfere with the enforcement of this Chapter by any City official. (Ord. 1107, 12-9-91)

SECTION 2: Title 2, Section 203.04 O is amended to read as follows:

- O. Shall act in all matters relating to the Urban Forest Management Ordinance contained in chapter 706 of this code, and shall act as the Tree Board as set forth in section 706.03 of this code.

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__.

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Ordinance –Forestation Control/Urban Forest Management

(SEAL)

CITY OF ROSEVILLE

BY: _____

Daniel J. Roe, Mayor

ATTEST:

William J. Malinen, City Manager

City of Roseville

ORDINANCE SUMMARY NO. ____

**SUMMARY OF ORDINANCE No. ____ AMENDING TITLE 7 CHAPTER 706,
FORESTATION CONTROL (NOW URBAN FOREST MANAGEMENT) AND
TITLE 2 SECTION 203.04 DUTIES AND FUNCTIONS OF THE PARKS AND
RECREATION COMMISSION**

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

An ordinance amending Title 7 Chapter 706, Forestation Control (now Urban Forest Management) as required by the Emerald Ash Borer Preparedness Grant received by the City in 2010 and to update other forestation language.

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

Attest: _____
William J. Malinen, City Manager

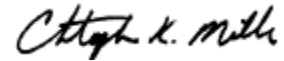
REQUEST FOR COUNCIL ACTION

DATE: 6/13/2011
ITEM NO: 9.c

Division Approval:



Acting City Manager Approval:



Item Description: Request by Roseville Planning Division for approval of **zoning text amendments** pertaining to: front porches and covered entries in the LDR-1 district and parking setbacks in the Employment Districts (**PROJ-0017**)

1.1 BACKGROUND

The substantial updates to Roseville's Zoning Code, which were the focus of much of the Planning Commission's efforts in 2010, were approved by the City Council on December 13, 2010 and became effective when the ordinance summary was published in the Roseville-Little Canada Review on December 21, 2010. The proposed amendments are shown in **bold** and ~~striketrough~~ text in the attachments.

2.0 PROPOSED "PORCH AMENDMENT"

- 2.1 Among the intended new zoning provisions was the ability to construct a covered front entry or an open front porch (i.e., one without walls or screens) that extends into the required setback for homes in LDR-1 and LDR-2 zoning districts. The inadvertent omission of this provision was recently brought to the attention of Planning Division staff when a homeowner submitted an application for a building permit to construct the kind of covered entry that the zoning code was intended to allow. Planning Division staff proposes to allow such improvements to encroach to the following extents:

	Required building setback	Proposed nominal porch encroachment	Proposed porch setback
Homes facing a front street	30 feet from front property line	8 feet toward street	22 feet from front property line
Homes facing an interior courtyard	10 feet from front courtyard parcel boundary	6 feet toward interior courtyard	4 feet from front courtyard parcel boundary

- 2.2 The intent of this provision is to allow "conventional" homes, which front a street and have required setbacks of 30 feet, a porch up to 8 feet deep to reasonably accommodate furniture like a porch swing or a table and chairs. The proposal is scaled back somewhat for homes facing a common, interior courtyard. An 8-foot-wide porch could conceivably leave a setback of only 2 feet, which would seem to hinder successful and attractive

landscaping in such a narrow place, but a 6-foot porch would still accommodate a couple of chairs while still leaving enough space for turf, flowers, shrubs, topiaries, and so on.

3.0 EMPLOYMENT DISTRICTS PARKING SETBACK AMENDMENT

Previous versions of industrial and commercial zoning districts required narrower minimum side and rear parking setbacks where such properties were surrounded by other like properties, and allowed parking areas to extend to and across side and rear property lines where adjacent business properties wanted to share parking areas, aisles, or access drives. But the present Office/Business Park (O/BP) and Industrial (I) districts fail to provide this flexibility. The proposed amendments, shown in Attachment A, reduce the minimum setbacks and allow for continuous, shared parking facilities in O/BP and I districts to be more consistent with previous requirements.

4.0 PUBLIC COMMENT

- 4.1 The duly-noticed public hearing for the proposed TEXT AMENDMENTS was held by the Planning Commission on June 1, 2011; draft minutes were not available at the time this report was prepared. Planning Commissioners had only a couple clarifying questions. No members of the public were present to comment on the proposal and, after closing the public hearing, the Planning Commission voted unanimously (i.e., 6-0) to recommend approval of the proposed amendments.
- 4.2 As of the time this report was prepared, Planning Division staff has received no communications from the public on the proposed TEXT AMENDMENTS.

5.0 RECOMMENDATION

Planning Division staff concurs with the recommendation of the Planning Commission to approve the proposed zoning code TEXT AMENDMENTS.

6.0 SUGGESTED ACTION

- 6.1 Based on the comments in Sections 2-4 of this report, adopt an ordinance amending Chapters 1004 and 1006 of the City Code.
- 6.2 Approve an ordinance summary for publication in the Roseville Review.

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

Attachments: A. Draft ordinance

B. Draft ordinance summary

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING SELECTED TEXT OF TITLE 10 (ZONING CODE) OF THE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended as follows to limit the number of occupants in accessory dwelling units approved as conditional uses and requiring that each accessory dwelling unit is given a unique address identifier to distinguish it from the principal residence.

SECTION 2. Section 1004.08B is hereby amended as follows:

Table 1004-3	LDR-1
Minimum Lot Area	
Interior	11,000 square feet
Corner	12,500 square feet
Minimum Lot Width	
Interior	85 feet
Corner	100 feet
Minimum Lot Depth	
Interior	110 feet
Corner	100 feet
Maximum Building Height	30 feet
Minimum Front Yard Building Setback	30 feet ^{a, b}
Minimum Side Yard Building Setbacks	
Interior	5 feet
Corner	10 feet ^{bc}
Reverse Corner	Equal to existing front yard of adj. lot but not greater than 30 feet
Minimum Rear Yard Building Setback	30 feet

a See Section 1004.04, Existing Setbacks.

b Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 22 feet from the front property line.

bc The corner side yard setback requirement applies where a parcel is adjacent to a side street or right-of-way. The required setback from an unimproved right-of-way may be reduced to the required interior side yard setback by the Community Development Department upon the determination by the Public Works Director that the right-of-way is likely to remain undeveloped.

SECTION 3. Section 1004.09B is hereby amended as follows:

Table 1004-4	One-Family	Two-Family	Attached
Maximum density	8 Units/net acre - averaged across development site		
Minimum lot area	6,000 Sq. Ft.	4,800 Sq. Ft./Unit	3,000 Sq. Ft./Unit
Minimum lot width	60 Feet	30 Feet/unit	24 Feet/unit
Maximum building height	30 Feet	30 Feet	35 Feet
Minimum front yard building setback			
Street	30 Feet ^{a, b}	30 Feet ^{a, b}	30 Feet ^{a, b}
Interior courtyard	10 Feet ^c	10 Feet ^c	10 Feet ^c
Minimum side yard building setback			
Interior	5 Feet	5 Feet	8 Feet (end unit)
Corner	10 Feet	10 Feet	15 Feet
Reverse corner	Equal to existing front yard of adjacent lot, but not greater than 30 feet		
Minimum rear yard setback	30 Feet	30 Feet	30 Feet

a See Section 1004.04 ~~of this Chapter~~, **Existing Setbacks**.

b Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 22 feet from the front street right-of-way line.

c Covered entries and porches sheltering (but not enclosing) front doors are encouraged and may extend into the required front yard to a setback of 4 feet to the front courtyard parcel boundary.

SECTION 4. Section 1006.04C is hereby amended as follows:

Table 1006-2	
Minimum lot area	20,000 Square Feet
Minimum lot width	60 Feet
Maximum building height	60 Feet ^a
Minimum front yard building setback	See frontage requirement (E)
Minimum side yard building setback	10 Feet 40 Feet from residential lot boundary
Minimum rear yard building setback	10 Feet 40 Feet from residential lot boundary
Minimum parking setbacks	
Minimum surface parking setback Front yard	Equal to front yard building setbacks
Side or rear yard	5 Feet^b 40 Feet from residential lot boundary

a Increased building height allowed as a conditional use.

b The Community Development Department may waive the minimum side and/or rear yard parking setbacks when parking facilities are to be shared with adjoining, Employment Districts properties.

SECTION 5. Section 1006.05C is hereby amended as follows:

Table 1006-3	
Minimum lot area	None
Maximum building height	60 Feet
Minimum front yard building setback	30 Feet
Minimum Side Yard Building Setbacks	
Interior	10 Feet 40 Feet from residential lot boundary
Corner	30 Feet from street right-of-way
Minimum rear yard building setback	20 Feet 40 Feet from residential lot boundary
Minimum parking setbacks	
Minimum surface parking setback Front or corner side yard	Equal to building setbacks See parking placement (E)
Interior side or rear yard	5 Feet^a 40 Feet from residential lot boundary

- a The Community Development Department may waive the minimum side and/or rear yard parking setbacks when parking facilities are to be shared with adjoining, Employment Districts properties.**

SECTION 6. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 13th day of June 2011

City of Roseville

ORDINANCE SUMMARY NO. ____

AN ORDINANCE AMENDING SELECTED TEXT OF TITLE 10 “ZONING CODE” INCLUDING AMENDMENTS IN SECTION 1004.08B (LDR-1 DISTRICT DIMENSIONAL STANDARDS); SECTION 1004.09B (LDR-2 DISTRICT DIMENSIONAL STANDARDS); SECTION 1006.04C (O/BP DISTRICT DIMENSIONAL STANDARDS); AND SECTION 1006.05C (I DISTRICT DIMENSIONAL STANDARDS); OF THE CITY CODE

The following is the official summary of Ordinance No. ____ approved by the City Council of Roseville on June 13, 2011:

The Roseville City Code, Title 10, Zoning Ordinance, has been amended to increase flexibility for porches and covered entries on residences and allow parking facilities in Employment Districts to be shared between adjacent properties.

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

Attest: _____
William J. Malinen, City Manager

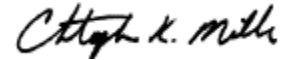
REQUEST FOR COUNCIL ACTION

Date: 06/13/11
Item No.: 10 . a

Department Approval



Acting City Manager Approval



Item Description: Joint Meeting with Public Works, Environment and Transportation Commission

BACKGROUND

The Public Works, Environment, and Transportation Commission have provided the following topic areas for discussion at the June 13, 2011 Council meeting. They look forward to the opportunity to meet with the City Council.

1. Review of Past Year

- a. Intersection Improvement Recommendations
- b. Erosion Control Ordinance Update
- c. Annual Storm Water Report/ Public Meeting
- d. Annual Recycling Report
- e. Organized Solid Waste Collection Discussions
- f. Coal Tar Sealant Ban Ordinance Development
- g. Forestry Ordinance Update
- h. Trees and Storm Water Benefits
- i. Review and Comment of Josephine Woods Plat and Public Improvements

2. 2011-12 PWETC Topics for Discussion with the Council

- a. Capital Improvement Plan/Infrastructure Funding Review/Assessment Policy Review/ Asset Management
- b. Public Works Engineering Staffing as it Relates to Infrastructure Needs
- c. Neighborhood traffic Management Policy
- d. Coordination of Pathway Planning/Implementation with Park and Rec. Commission
- e. Community Volunteer Projects ie. Boy scouts etc.
- f. Undergrounding Overhead Electric on Ph II Rice Street

g. Conservation Water Rate Effectiveness Review

Prepared by: Duane Schwartz, Public Works Director

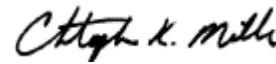
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 11.a

Department Approval



Acting City Manager Approval



Item Description: **Public Hearing to consider request for a variance to the Noise Ordinance to extend construction activity hours at the Rosedale Square Shopping Center, 1601-1675 County Road C, to perform an asphalt overlay on the south half of the parking lot.**

BACKGROUND

The subject site is located at the Rosedale Square Shopping Center, 1601-1675 County Road C.

- Welsh Companies, LLC, has contracted with Minnesota Roadways to complete an asphalt overlay of the south half of the parking lot of the Rosedale Square Shopping Center, 1601-1675 County Road C, and is requesting a variance from City Code Section 405.03.D.
- City Code Section 405.03.D. prohibits construction activities during the hours from 10:00 p.m. to 7:00 a.m. on weekdays. City Code Section 405.04 stipulates that any variance from the noise standards be heard before City Council at a public hearing.
- Due to the parking lot receiving a substantial amount of vehicular and pedestrian traffic during daytime hours, Welsh Companies is requesting the variance. This project involves heavy equipment vehicles operating in the parking lot, and allowing this variance provides for the activity to occur after hours reducing inconvenience to the public and maintaining safe passage in and out of the parking lot.
- The asphalt overlay is proposed to occur sometime between June 20, 2011 and June 30, 2011, from 10:00 p.m. – 6:00 a.m.; and to be completed in two days subject to weather conditions.
- Properties within 500' of this site have been notified of this public hearing.

POLICY OBJECTIVE

Avoiding heavy construction activities during the hours that the shopping center is open will reduce the inconvenience to the public and maintain a safe passage in and out of the shopping center parking lot.

FINANCIAL IMPACTS

There is no direct financial impact to the City of Roseville.

STAFF RECOMMENDATION

Staff feels approval of the variance will reduce the inconvenience to the public and recommends Council review and adopt the attached resolution approving the variance as requested.

REQUESTED COUNCIL ACTION

- Open Public Hearing and take public comment.
- Close Public Hearing.
- Approve resolution for a variance to the Noise Ordinance to allow extension of construction activity hours to perform an asphalt overlay at Rosedale Square Shopping Center, 1601-1675 County Road C, south half of the parking lot, for sometime between June 20, 2011 and June 30, 2011, 10:00 p.m. – 6:00 a.m.

Prepared by: Don Munson, Permit Coordinator

Attachment A- Noise Variance Application
Attachment B - Public Hearing Map
Attachment C - Resolution



ATTACHMENT A

COMMUNITY DEVELOPMENT
2660 Civic Center Drive ♦ Roseville, MN 55113
Phone: (651) 792-7080 ♦ Fax: (651) 792-7070

NOISE VARIANCE APPLICATION

CITY CODE SECTION 405.04.D
www.ci.roseville.mn.us



BUSINESS/INDUSTRIAL FEE: \$300

Fee should be made payable to City of Roseville upon submittal of completed application.

VARIANCE REQUIREMENTS

City Code Section 405.04.D states:

Construction Activities: No person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas powered machine or other power equipment except between the hours of 7:00 A.M. and 10:00 P.M. on any weekday, or between the hours of 9:00 AM. and 9:00 P.M. on any weekend or legal holiday.

Any person may apply to the City Council for a variance from the requirements of this Chapter prior to doing those acts. The applicant shall provide a certified list of property owners within 500 feet of the site(s) where the activity is to occur. The Council procedure for public hearings shall be as set force in Chapter 108 of this Code. For good cause shown, the City Council may, in its sole discretion, either grant or deny the variance. If the variance is granted, the Council may impose reasonable conditions to it (Ord. 115A, 11-25-1996).

Notice of Public Hearing:

Published and Mailed Notices: Minnesota State Law requires published notice in a City's legal newspaper a minimum of ten (10) days prior to a public hearing. City policy further requires that notices be mailed to property owners within 500 feet of the affected property. Both of these notices are prepared and sent by the City of Roseville.

Please complete the application by typing or printing in ink. Use additional paper if necessary.

OFFICE USE ONLY

Date Received: 5/18/11

Receipt #: 241254

Initials: SK



NOISE VARIANCE APPLICATION COMMUNITY DEVELOPMENT

2660 Civic Center Drive ♦ Roseville, MN 55113

Phone: (651) 792-7080 ♦ Fax: (651) 792-7070

NOISE VARIANCE APPLICATION

1. Property Owner Information:

Company name: KPERS Realty Holding #41
Last name: _____ First name: _____
Address: _____ City/State/Zip: _____
Phone number: _____ Email address: _____

2. Applicant Information: (if different from above)

Company name: Welsh Companies, LLC
Last name: Gilman First name: Jerry
Address: 4350 Baker Rd Suite 400 City/State/Zip: Minnetonka, MN 55
Phone number: 952-897-7812 Email address: jgilman@welshco.com

3. Address(es) of Property Involved: 1601-1675 West County Road C

4. Zoning Designation: _____

5. Statement of Intent: State exactly what is intended to be done on or with the property which does not conform to City Code requirements.

See Attached Statement

6. Additional Required Information:

7. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: [Signature] Date: 4/28/11
Agent for KPERS Realty Holding #41
Applicant: [Signature] Date: 4/28/11

Noise Variance Application
Statement of Intent
1601 – 1675 West County Road C (Rosedale Square)

Welsh Companies, LLC, as Agent for KPERS Realty Holding #41 has contracted with Minnesota Roadways to complete an asphalt overlay of the Byerly's parking lot. We are requesting to perform the overlay sometime during the period of June 20 – June 30 from 10:00 P.M. – 6:00 A.M. The project is expected to take two days to complete. The intent is to begin June 20, 2011 and end on June 21, 2011 however; the project is subject to good weather.

The Byerly's parking lot has a substantial amount of vehicular and pedestrian traffic during the daytime hours. To complete this project, there will dump trucks, asphalt rollers, bobcats and paving equipment operating in the parking lot. The project will be difficult to complete while there are vehicles and pedestrians in the parking lot. There is also a concern for safety with having this large amount of construction equipment coming and going through the parking lot.

A site plan is included showing the area of the parking lot overlay.

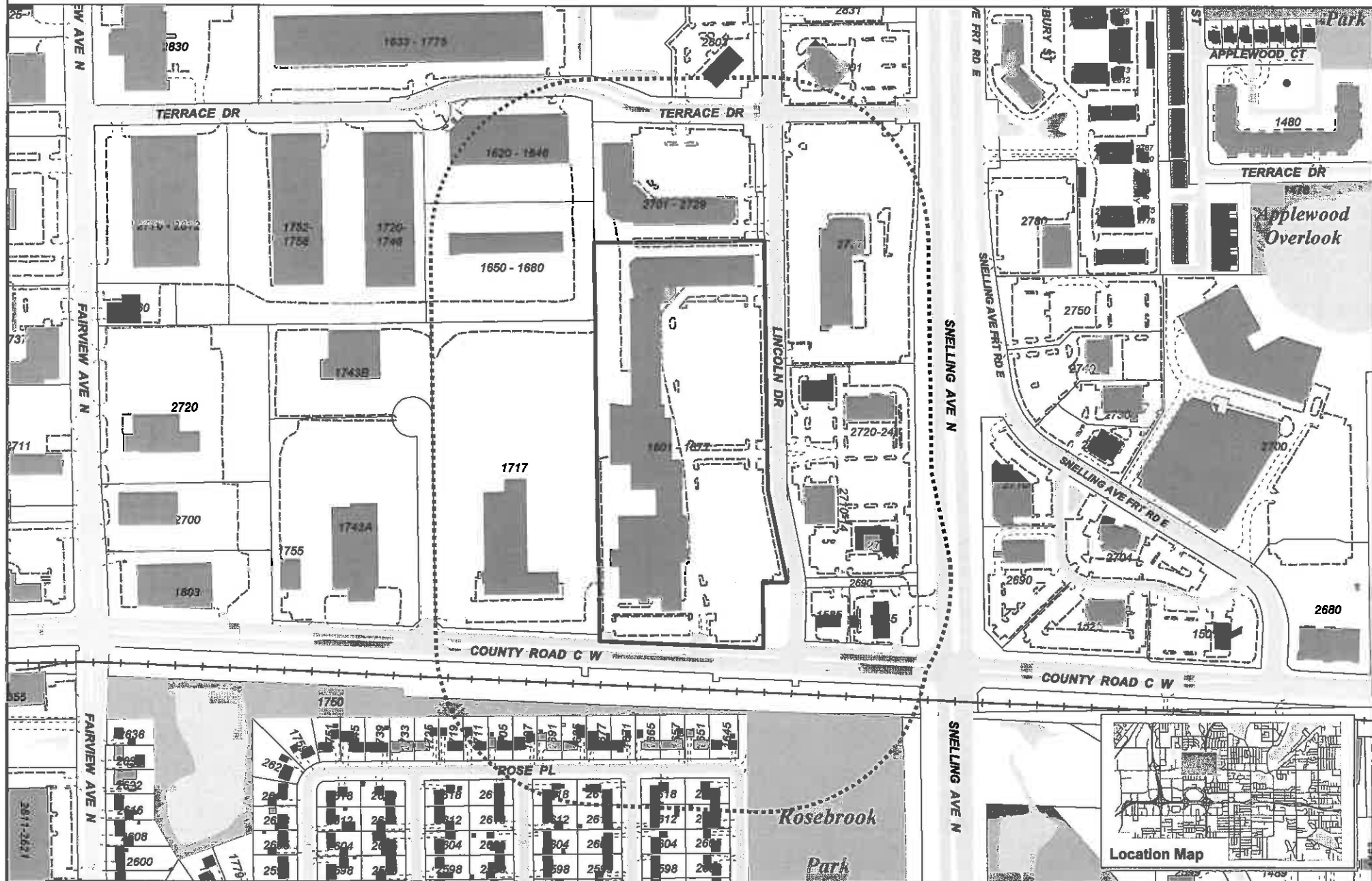
**Rosedale Square Shopping Center
1601-1675 West County Road C
Roseville, MN 55113**



Asphalt Overlay Area

Byerly's Noise Variance

ATTACHMENT B



ROSEVILLE

Prepared by:
Community Development Department
Printed: May 10, 2011

Site Location

LR / R1 Comp Plan / Zoning
Designations

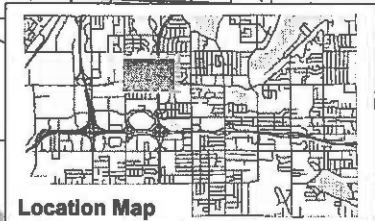
Data Sources

* Ramsey County GIS Base Map (5/2/2011)

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 651-782-7085. 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.



0 100 200 Feet



mapdoc: planning_commission_location.mxd

**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 13th day of June, 2011, at 6:00 p.m.

The following members were present:

and the following were absent:

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

RESOLUTION NO.

**RESOLUTION REQUESTING A VARIANCE FROM CITY CODE SECTION
405.03, HOURLY RESTRICTIONS ON CERTAIN OPERATIONS FOR
ROSEDALE SQUARE SHOPPING CENTER, 1601-1675 COUNTY ROAD C**

WHEREAS, WELSH COMPANIES has requested a variance from City Code Section 405.03.D. Construction Activities, which permits construction activities to occur between the hours of 7:00 a.m. and 10:00 p.m. on any weekday, or between hours of 9:00 a.m. and 9:00 p.m. on any weekend or legal holidays; and

WHEREAS, WELSH COMPANIES has contracted with Minnesota Roadways to perform an asphalt overlay of the south half of the Rosedale Square Shopping Center parking lot, and requested a variance to the City Code for the following dates: during the period of June 20-30, 2011, from 10:00 p.m. – 6:00 a.m.. The project is expected to take two days to complete, subject to good weather; and

WHEREAS, WELSH COMPANIES is requesting this variance for safety reasons. Avoiding heavy construction activities during the hours that the shopping center is open will reduce the inconvenience to the public and maintain a safe passage in and out of the shopping center;

47 NOW, THEREFORE, BE IT RESOLVED, that by the City Council of the City of
48 Roseville, Minnesota, that the variance from City Code Section 405.03,
49 Hourly Restrictions on Certain Operations for Rosedale Square Shopping
50 Center, 1601-1675 County Road C is hereby approved.
51

52 The motion for the adoption of the foregoing resolution was duly seconded by Member
53

54 _____, and upon a vote being taken thereon, the following voted in favor
55 thereof:
56

57 and the following voted against the same:
58

59 WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 13th day of June, 2011.

(Seal)

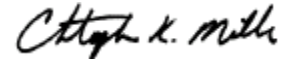
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 11.b

Department Approval



Acting City Manager Approval



Item Description: Consider Adoption of Amendment to TIF District #18 Plan and Development District #1

BACKGROUND

On March 11, 2009, Aeon, the owners of the Sienna Green Apartment (formerly known as Har Mar Apartments), submitted a formal request to the City for the consideration to establish a housing tax increment financing (TIF) district on their parcel. The purpose of their request was to create a funding source to fill the projected financial gap in the second phase of their initiative to revitalize this aging apartment property. Under Phase II of the development, Aeon will construct a new 50-unit apartment building consisting of a combination of affordable two- and three-bedroom, units.

On July 13, 2009, the Roseville City Council established TIF District #18 to assist the project. The TIF Plan identified that the District would generate approximately \$2,194,515 over the maximum term of 26 years of the district, with a present value of \$934,481. At the time of the TIF District creation, it was estimated that AEON's gap was \$913,610.

In late 2010, AEON has secured funding from the MHFA and is now ready to move ahead with the development. Now that the state funding is in place, staff and AEON have been working on the TIF Agreement. As part of that discussion, it has become clear that the original TIF plan needs to be amended for several reasons.

First and foremost, AEON has acquired a triangular piece of land that previously contained a MnDOT easement over it as part of the Hwy. 36 construction. The triangular piece of land has been incorporated as part of the development and will have a very small portion of the new building on it. Therefore we need to modify the boundary of the TIF District to include the triangular piece of land.

Second, with the completion of Sienna Green Phase I, (the rehab of the existing units), the City now has received information from Ramsey County that the values of the rehabbed units are higher than originally estimated. Because of that, the TIF Plan should be amended to reflect the greater amount of TIF that will be generated.

Finally, with all of the other financing in place, AEON has identified that actual gap for the Phase II project. Initially, it was estimated that AEON would need \$913, 610 in assistance. It has now been determined that the gap is \$935,005. In order for the project to be successful, the TIF Plan budget will need to be amended.

In addition to amending the actual TIF District 18 plan, the City also needs to amend the “Development Program for Development District 1” in which all of the city’s TIF districts are located. The only change to this document is the reference to the date of the modification to TIF 18.

POLICY OBJECTIVE

By approving an amendment to TIF District 18 and Development District 1, the City will assist an affordable housing project being developed that otherwise could not be built.

BUDGET IMPLICATIONS

All staff and consultant costs will be recovered from the increment as part of the administrative retainage. The amount of assistance that Sienna Green will receive will be only the incremental portion of the property taxes that they will pay for their development. The taxes paid on the base value of the property when the TIF District was originally created will continue to be applied to the general fund.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the amendment to TIF District 18 and Development District 1.

REQUESTED COUNCIL ACTION

Motion to ADOPT a resolution approving amendments to TIF District 18 and Development District 1.

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

Attachments: A: Amended TIF District 18 Plan
B: Amended Development District 1 Development Program
C: Resolution approving Amendments to TIF District 18 and Development District 18.

City of Roseville, Minnesota

Modification to Tax Increment Financing Plan

for

Tax Increment Financing (Housing) District No. 18

Within

Development District No. 1

(Sienna Green Apartments Project)

Approved: July 13, 2009

Amendment No. 1: June 2, 2011 (DRAFT)

Prepared by:

SPRINGSTED INCORPORATED
380 Jackson Street, Suite 300
St. Paul, MN 55101-2887
(651) 223-3000
WWW.SPRINGSTED.COM

INTRODUCTION

The purpose of the proposed Modification to the Tax Increment Financing Plan for Tax Increment Financing District No. 18 is to increase the geographic size of the district in order to include an additional parcel in which a small area of development will be located within the boundaries of the District. The estimated public costs and sources of revenue are also being increased to reflect an increase in value within the District. The sections of the Modified Plan specifically being altered include Section G: Property to be Included in the TIF District; Section I: Specific Development Expected to Occur Within the TIF District; Section J: Findings and Need for Tax Increment Financing, Section K: Estimated Public Costs; Section L: Estimated Sources of Revenue; Section N: Original Net Tax Capacity; Section O: Original Tax Capacity Rate; Section P: Projected Retained Captured Net Tax Capacity and Projected Tax Increment; Section S: Tax Increment Pooling and the Five Year Rule and Section V: Estimated Impact on Other Taxing Jurisdictions.

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Section A Definitions

The terms defined in this section have the meanings given herein, unless the context in which they are used indicates a different meaning:

"Authority" means the Roseville Housing and Redevelopment Authority, Minnesota.

"City" means the City of Roseville, Minnesota; also referred to as a "Municipality".

"City Council" means the City Council of the City; also referred to as the "Governing Body".

"County" means Ramsey County, Minnesota.

"Development District" means the City's Development District No. 1 in the City, originally created October 13, 1982, which is described in the corresponding Development Program.

"Development Program" means the Restated Development Program for the Development District dated June 20, 2005.

"Project Area" means the geographic area of the Development District.

"School District" means Roseville Area School District No. 623, Minnesota.

"State" means the State of Minnesota.

"TIF Act" means Minnesota Statutes, Sections 469.174 through 469.1799, both inclusive.

"TIF District" means Tax Increment Financing (Housing) District No. 18.

"TIF Plan" means the tax increment financing plan for the TIF District (this document).

Section B Statement and Finding of Public Purpose

See Section A of the Development Program for the Development District.

Section C Statutory Authorization

See Section B of the Development Program for the Development District.

Section D Statement of Objectives

See Section F.1. of the Development Program for the Development District.

**Section E Designation of Tax Increment Financing District as a
Housing District**

Pursuant to the TIF Act, the City seeks to create TIF District No. 18 and adopt a TIF Plan for the TIF District. The Authority will review the TIF Plan prior to City adoption. TIF District No. 18 is a Housing District.

Housing districts are a type of tax increment financing district that consist of a project intended for occupancy, in part, by persons or families of low and moderate income. Low and moderate income is defined in federal, state, and

municipal legislation. A project does not qualify if more than 20% of the square footage of buildings that receive assistance from tax increments consist of commercial, retail or other nonresidential use.

In addition, housing districts are subject to various income limitations and requirements for residential property. For owner occupied residential property, 95% of the housing units must be initially purchased and occupied by individuals whose family income is less than or equal to the income requirements for qualified mortgage bond projects under section 143(f) of the Internal Revenue Code. For residential rental property, the property must satisfy the income requirements for a qualified residential rental project as defined in section 142(d) of the Internal Revenue Code.

The TIF District meets the above qualifications for these reasons:

1. The planned improvements consist of the following:
 - a. No owner-occupied housing units.
 - b. 168 rental units, for which one of the following will apply:
 - o at least 20% of the rental units will be occupied by persons with incomes no greater than 50% of area median income
 - o at least 40% of the rental units will be occupied by persons with incomes no greater than 60% of area median income
2. No improvements are planned other than housing.
3. The City will require in the development agreement that the income limitations for all rental units apply for the duration of the TIF District.

Tax increment revenues derived from a housing district must be used solely to finance the cost of housing projects as defined above. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the City may be included in the cost of a housing project.

Section F Duration of the TIF District

Housing districts may remain in existence 25 years from the date of receipt by the City of the first tax increment. Modifications of this plan (see Section Z) shall not extend these limitations.

The City elects to receive increment beginning in tax payable year 2013 pursuant to Minnesota Statutes, Section 469.175, subdivision 1(a)(8)(b). The City reserves the right to allow the TIF District to remain in existence the maximum duration allowed by law, through the year 2038. The City will decertify TIF District No. 18 once the projected increment has been received to fulfill the existing TIF District obligations. All tax increments from taxes payable in the year the TIF District is decertified shall be paid to the City.

Section G Property to be Included in the TIF District

The TIF District is an approximate 5.42-acre area of land located within the Project Area. A map showing the location of the TIF District is shown in Exhibit I. The boundaries, area, and parcel encompassed by the TIF District are described below:

<u>Parcel ID Number</u>	<u>Legal Description</u>
09-29-23-44-0247 *	The south 7 acres of the NE Quarter of the SE Quarter of the SE Quarter (NE¼ of SE¼ of SE¼), Section Nine (9), Township Twenty Nine (29), Range Twenty Three (23), according to the Government Survey thereof, all subject to

<u>09-29-23-44-0248 *</u>	<u>roadway easements.</u> <u>Lot 1, Block 1.</u>
<u>09-29-23-44-0249 *</u>	<u>Lot 2, Block 1.</u>

*The parcel included in the original plan as 09.29.23.44.0247 listed above has been replatted into two new parcel ID numbers (09.29.23.44.0248 and 09.29.23.44.0249). The new legal descriptions are included above to reflect the replatting.

The Modification to the TIF Plan for TIF District No. 18 includes the addition of the following parcel to the described existing boundaries.

<u>09-29-23-44-0250</u>	<u>Part Of The N 3 Acres Of The Ne 1/4 Of Se 1/4 Of Se 1/4 Lying Swly Of A</u> <u>Line Desc As Fol; beg At A Pt 220 Ft E Of The Sw Cor Of Sd N 3 Acres</u> <u>Thence Nwly To A Pt On The W Line 30 Ft S Of The Nw Cor And There Term</u> <u>In Sec 9 Tn 29 Rn 23.</u>
-------------------------	--

The area encompassed by the TIF District shall also include all street or utility right-of-ways located upon or adjacent to the property described above.

Section H Property to be Acquired in the TIF District

The City may acquire and sell any or all of the property located within the TIF District. The City does not anticipate acquiring any such property at this time, but may reimburse developers for the cost of such acquisition.

Section I Specific Development Expected to Occur Within the TIF District

The proposed project includes the redevelopment of the Har Mar Apartments project and will be renamed as Sienna Green. The project is expected to be completed in two phases. Phase 1 shall consist of the complete rehabilitation of 120 existing one-bedroom apartment units within five buildings. Phase 2 shall consist of the construction of 48 two- and three-bedroom apartment units within one building. Phase 1 shall also include the subdivision, reconfiguration and redevelopment of the site, which will reduce surface parking, maximize green space, and connect the buildings through landscaping and improved walkways.

The proposed project will transform a blighted, semi-vacant property into a 168-total-unit apartment community for persons and families of low to moderate income. The project will comply with the Tax Increment Financing (Housing) District income requirements for rental property (i.e., either 20% of the units must be rented to persons whose income is 50% or less of area median income or 40% must be rented to persons 60% or less of area median income).

Ten of the 168 rehabilitated and constructed apartments will provide housing for individuals experiencing long-term homelessness and who earn less than 30% of the area median income (AMI). Ninety-six one-bedroom units will be restricted for persons or families who earn less than 60% AMI. The remaining 12 one-bedroom units will be unrestricted at market rate. All of the 48 two- and three-bedroom units will be restricted for those earning less than 60% AMI. Therefore the project will comply with the provisions of a Housing TIF District whereby at least 40% of the units will be restricted for persons with 60% or less AMI. The City anticipates using tax increment revenues to finance a portion of the rehabilitation and construction costs, through property acquisition, associated with Phase 2 of the project as well as related administrative expenses to reduce the cost of providing affordable housing in the City, as described further in Section K.

Phase 1 of the project is expected to commence construction in summer of 2009 and be completed by August 2010; Phase 2 of the project is expected to commence construction in ~~April 2010~~ August 2011, and be completed by ~~March 2011~~ June 2012. Partial assessments for Phase 1 are anticipated on January 2, 2011, and the Phase 1 ~~fully completed~~ project will be 100% assessed and on the tax rolls as of January 2, 2012, for taxes payable in 2013. Partial

assessments for Phase 2 are anticipated on January 2, 2012, and the Phase 2 project will be 100% assessed and on the tax rolls as of January 2, 2013, for taxes payable in 2014.

At the time this document was prepared there were no signed development contracts with regards to the above described development.

Section J Findings and Need for Tax Increment Financing

In establishing the TIF District, the City makes the following findings:

- (1) The TIF District qualifies as a housing district;

See Section E of this document for the reasons and facts supporting this finding.

- (2) The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future, and the increased market value of the site that could reasonably be expected to occur without the use of tax increment would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan.

The proposed development is a rental housing project consisting of the rehabilitation of approximately 120 units and the new construction of approximately 48 units in the City of Roseville. All but 12 of the total units rehabilitated will be affordable to persons at or below 60% of the area median income. The City has reviewed project information submitted by the proposed developer showing that the cost of providing low-to-moderate income housing makes the proposed development infeasible without some level of assistance.

Creating high-quality affordable housing in the proposed TIF district area entails the acquisition and subdivision of the existing property, complete rehabilitation of the existing buildings, the construction of new affordable housing and improvements to related infrastructure. Phase 1 and Phase 2 will be financed separately with each phase securing an allocation of low-income housing tax credits. Although Phase 1 of the project has secured funding from multiple additional sources, Phase 2 funding is not anticipated to leverage as many additional funding sources and shows a financing gap to be filled with TIF. Therefore, it is believed that Phase 2 would not happen "But-For" the TIF. Furthermore, the funding entities participating in the Phase 1 financing require the completion of Phase 2 of the Project, which constructs the 48 new affordable family-sized units. Therefore, we conclude that the proposed Project (Phases 1 and 2) would not happen "But-For" the TIF.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. Without the TIF District, the City has no reason to expect that the rehabilitation and new construction would occur without assistance similar to that provided in this plan. [If we are to agree with the assumption] that the proposed project maximizes the site density, then it is reasonable to assume that no development will occur that will create a greater market value than that which is proposed in this project. Therefore, the City concludes as follows:

- a. The City's estimate of the amount by which the market value of the site will increase without the use of tax increment financing is \$0, beyond a small amount attributable to appreciation in land value.

- b. If all development occurs as proposed, the total increase in market value would be approximately ~~\$16,917,395~~ \$18,637,438, which includes a 2.5% annual market value inflator.
- c. The present value of tax increment revenues from the District for the maximum duration of as permitted by the TIF Plan is estimated to be ~~\$938,650~~ \$1,107,814 (See Exhibit V).
- d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than ~~\$15,978,745~~ \$17,529,624 (the amount in clause b less the amount in clause c) without tax increment assistance.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments assumes no development will occur on the site without assistance. The site is controlled by a developer that only anticipates creating an affordable housing project requiring assistance. We assume the estimated market value without creation of the district would only increase at most by an incremental inflationary amount. The increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the TIF District and the use of tax increments.

- (3) The TIF Plan conforms to the general plan for development or redevelopment of the City as a whole; and

The reasons and facts supporting this finding are that the TIF District is properly zoned, and the TIF Plan has been approved by the City Planning Commission and will generally complement and serve to implement policies adopted in the City's Comprehensive Plan.

- (4) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of the Project Area by private enterprise.

The reasons and facts supporting this finding are that the development activities are necessary so that development and redevelopment by private enterprise can occur within the Project Area.

Section K Estimated Public Costs

The estimated public costs of the TIF District are listed below. Such costs are eligible for reimbursement from tax increments of the TIF District.

	Original Plan <u>July 13, 2009</u>	Modification 1 <u>June 13, 2011</u>
Land/Building acquisition	\$913,610	0
Housing Construction Costs	0	935,005
Site Improvements/Demolition costs	0	0
Installation of public utilities	0	0
Streets and sidewalks	0	0
Bond/Note interest, inc. capitalized interest	1,027,207	1,027,207
Administrative expenses	219,461	260,223
Other –Potential Affordable Housing Costs	59,337	404,798
Total	\$2,219,615	\$2,627,233

The City reserves the right to administratively adjust the amount of any of the items listed above or to incorporate additional eligible items, so long as the total estimated public cost is not increased.

Section L Estimated Sources of Revenue

	Original Plan <u>July 13, 2009</u>	Modification 1 <u>June 13, 2011</u>
Tax Increment revenue	\$2,194,615	2,602,233
Interest on invested funds	25,000	25,000
Bond/Note proceeds	0	0
Real estate sales	0	0
Other	0	0
Total	\$2,219,615	\$2,627,233

The City anticipates providing financial assistance to the proposed development on a pay-as-you-go technique. Under the pay-as-you-go scenario, future tax increments received from the property within the TIF District are distributed to the developer/owner as reimbursement for public costs incurred (see Section K).

The City reserves the right to finance any or all public costs of the TIF District using pay-as-you-go assistance, internal funding, general obligation or revenue debt, or any other financing mechanism authorized by law. The City also reserves the right to use other sources of revenue legally applicable to the Project Area to pay for such costs including, but not limited to, special assessments, utility revenues, federal or state funds, and investment income.

Section M Estimated Amount of Bonded Indebtedness

The City does not anticipate issuing tax increment bonds to finance the estimated public costs of the TIF District. However it reserves the right to issue an amount that would not exceed \$1,005,000 (\$913,610 plus 10% overage).

Section N Original Net Tax Capacity

The County Auditor shall certify the original net tax capacity of the TIF District. This value will be equal to the total net tax capacity of all property in the TIF District as certified by the State Commissioner of Revenue. For districts certified between January 1 and June 30, inclusive, this value is based on the previous assessment year. For districts certified between July 1 and December 31, inclusive, this value is based on the current assessment year.

The Estimated Market Value of all property within the TIF District as of January 2, ~~2008~~ 2009, for taxes payable in ~~2009~~ 2010, is ~~\$5,000,000~~ \$5,130,900. Upon establishment of the TIF District, and subsequent reclassification of a portion of the property to rental from affordable rental, it is estimated that the original net tax capacity of the TIF District will be approximately ~~\$39,286~~ \$43,752.

Each year the County Auditor shall certify the amount that the original net tax capacity has increased or decreased as a result of:

- (1) changes in the tax-exempt status of property;
- (2) reductions or enlargements of the geographic area of the TIF District;
- (3) changes due to stipulation agreements or abatements; or
- (4) changes in property classification rates.

Section O Original Tax Capacity Rate

The County Auditor shall also certify the original tax capacity rate of the TIF District. This rate shall be the sum of all local tax rates that apply to property in the TIF District. This rate shall be for the same taxes payable year as the original net tax capacity.

In future years, the amount of tax increment generated by the TIF District will be calculated using the lesser of (a) the sum of the current local tax rates at that time or (b) the original tax capacity rate of the TIF District.

The sum of all local tax rates that apply to property in the TIF District, for taxes levied in ~~2008~~ 2009 and payable in ~~2009~~ 2010, was ~~89.848%~~ 99.368% as shown below. The County Auditor shall certify this amount as the original tax capacity rate of the TIF District.

<u>Taxing Jurisdiction</u>	<u>Final 2008/2009 Local Tax Rate</u>	<u>Final 2009/2010 Local Tax Rate</u>
City of Roseville	24.545%	27.369%
Ramsey County	46.546%	50.248%
SD #623	10.624%	13.065%
Other	<u>8.133%</u>	<u>8.685%</u>
Total	<u>89.848%</u>	<u>99.368%</u>

Section P Projected Retained Captured Net Tax Capacity and Projected Tax Increment

The City anticipates that the project will be completed by December 31, 2012 creating a total tax capacity for TIF District No. 18 of ~~\$99,289~~ \$107,959 as of January 2, 2013. The captured tax capacity as of that date is estimated to be ~~\$60,003~~ \$64,207 and the first full year of tax increment is estimated to be ~~\$53,911~~ \$63,801 payable in 2014. A complete schedule of estimated tax increment from the TIF District is shown in Exhibit III.

The estimates shown in this TIF Plan assume that affordable rental housing class rates remain at 0.75% of the estimated market value, market rate rental housing class rates remain at 1.25% of the estimated market value, and assume a 2.5% annual increase in market values.

Each year the County Auditor shall determine the current net tax capacity of all property in the TIF District. To the extent that this total exceeds the original net tax capacity, the difference shall be known as the captured net tax capacity of the TIF District.

The County Auditor shall certify to the City the amount of captured net tax capacity each year. The City may choose to retain any or all of this amount. It is the City's intention to retain 100% of the captured net tax capacity of the TIF District. Such amount shall be known as the retained captured net tax capacity of the TIF District.

Exhibit II gives a listing of the various information and assumptions used in preparing a number of the exhibits contained in this TIF Plan. Exhibit III shows the projected tax increment generated over the anticipated life of the TIF District.

Section Q Use of Tax Increment

Each year the County Treasurer shall deduct 0.36% of the annual tax increment generated by the TIF District and pay such amount to the State's General Fund. Such amounts will be appropriated to the State Auditor for the cost of

financial reporting and auditing of tax increment financing information throughout the state. Exhibit III shows the projected deduction for this purpose over the anticipated life of the TIF District.

The City has determined that it will use 100% of the remaining tax increment generated by the TIF District for any of the following purposes:

- (1) pay for the estimated public costs of the TIF District, including any eligible pooling projects, (see Section K) and County administrative costs associated with the TIF District (see Section T);
- (2) pay principal and interest on tax increment bonds or other bonds issued to finance the estimated public costs of the TIF District;
- (3) accumulate a reserve securing the payment of tax increment bonds or other bonds issued to finance the estimated public costs of the TIF District;
- (4) pay all or a portion of the county road costs as may be required by the County Board under M.S. Section 469.175, Subdivision 1a; or
- (5) return excess tax increments to the County Auditor for redistribution to the City, County and School District.

Tax increments from property located in one county must be expended for the direct and primary benefit of a project located within that county, unless both county boards involved waive this requirement. Tax increments shall not be used to circumvent levy limitations applicable to the City.

Tax increment shall not be used to finance the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or federal government, or for a commons area used as a public park, or a facility used for social, recreational, or conference purposes. This prohibition does not apply to the construction or renovation of a parking structure or of a privately owned facility for conference purposes.

If there exists any type of agreement or arrangement providing for the developer, or other beneficiary of assistance, to repay all or a portion of the assistance that was paid or financed with tax increments, such payments shall be subject to all of the restrictions imposed on the use of tax increments. Assistance includes sale of property at less than the cost of acquisition or fair market value, grants, ground or other leases at less than fair market rent, interest rate subsidies, utility service connections, roads, or other similar assistance that would otherwise be paid for by the developer or beneficiary.

Section R Excess Tax Increment

In any year in which the tax increments from the TIF District exceed the amount necessary to pay the estimated public costs authorized by the TIF Plan, the City shall use the excess tax increments to:

- (1) prepay any outstanding tax increment bonds;
- (2) discharge the pledge of tax increments thereof;
- (3) pay amounts into an escrow account dedicated to the payment of the tax increment bonds; or
- (4) return excess tax increments to the County Auditor for redistribution to the City, County and School District. The County Auditor must report to the Commissioner of Education the amount of any excess tax increment redistributed to the School District within 30 days of such redistribution.

Section S Tax Increment Pooling and the Five Year Rule

As permitted under Minnesota Statutes, Section 469.1763, subdivision 2(b) and subdivision 3(a)(5), any expenditures of increment from the TIF District to pay the cost of a "housing project" as defined in Minnesota Statutes, Section 469.174, subd. 11 will be treated as an expenditure within the district for the purposes of the "pooling rules" and the "five year rule". ~~The City does not currently anticipate that tax increments will be spent outside the TIF District (except allowable administrative expenses), but such expenditures are expressly authorized in this TIF Plan. Although the City currently does not have specific plans for the spending of tax increments outside the TIF District, the City anticipates that if revenues are available it reserves the right to make such expenditures with future available increments as expressly authorized in this TIF Plan Modification.~~

Section T Limitation on Administrative Expenses

Administrative expenses are defined as all costs of the City other than:

- (1) amounts paid for the purchase of land;
- (2) amounts paid for materials and services, including architectural and engineering services directly connected with the physical development of the real property in the project;
- (3) relocation benefits paid to, or services provided for, persons residing or businesses located in the project;
- (4) amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to section 469.178; or
- (5) amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in clause (1) to (3).

Administrative expenses include city staff time used to establish and administer the TIF District, the amounts paid for services provided by bond counsel, fiscal consultants, planning or economic development consultants, and actual costs incurred by the County in administering the TIF District. Tax increments may be used to pay administrative expenses of the TIF District up to the lesser of (a) 10% of the total tax increment expenditures authorized by the TIF Plan or (b) 10% of the total tax increments received by the TIF District.

Section U Limitation on Property Not Subject to Improvements - Four Year Rule

If after four years from certification of the TIF District no demolition, rehabilitation, renovation, or qualified improvement of an adjacent street has commenced on a parcel located within the TIF District, then that parcel shall be excluded from the TIF District and the original net tax capacity shall be adjusted accordingly. Qualified improvements of a street are limited to construction or opening of a new street, relocation of a street, or substantial reconstruction or rebuilding of an existing street. The City must submit to the County Auditor, by February 1 of the fifth year, evidence that the required activity has taken place for each parcel in the TIF District.

If a parcel is excluded from the TIF District and the City or owner of the parcel subsequently commences any of the above activities, the City shall certify to the County Auditor that such activity has commenced and the parcel shall once again be included in the TIF District. The County Auditor shall certify the net tax capacity of the parcel, as most recently certified by the Commissioner of Revenue, and add such amount to the original net tax capacity of the TIF District.

Section V Estimated Impact on Other Taxing Jurisdictions

Exhibit IV shows the estimated impact on other taxing jurisdictions if the maximum projected retained captured net tax capacity of the TIF District was hypothetically available to the other taxing jurisdictions. The City believes that there will be no adverse impact on other taxing jurisdictions during the life of the TIF District, since the proposed development would not have occurred without the establishment of the TIF District and the provision of public assistance. A positive impact on other taxing jurisdictions will occur when the TIF District is decertified and the development therein becomes part of the general tax base.

The fiscal and economic implications of the proposed tax increment financing district, as pursuant to Minnesota Statutes, Section 469.175, Subdivision 2, are listed below.

1. The total amount of tax increment that will be generated over the life of the district is estimated to be ~~\$2,202,544~~ \$2,611,634.
2. To the extent the project in the proposed TIF District No. 18 generates any public cost impacts on city-provided services such as police and fire protection, public infrastructure, and borrowing costs attributable to the district, such costs will be levied upon the taxable net tax capacity of the City, excluding that portion captured by the District. The City may consider issuing general obligation tax increment bonds to finance a portion of the costs attributable to the District.
3. The amount of tax increments over the life of the district that would be attributable to school district levies, assuming the school district's share of the total local tax rate for all taxing jurisdictions remained the same, is estimated to be ~~\$260,438~~ \$343,381.
4. The amount of tax increments over the life of the district that would be attributable to county levies, assuming the county's share of the total local tax rate for all taxing jurisdictions remained the same is estimated to be ~~\$1,141,034~~ \$1,320,653.
5. No additional information has been requested by the county or school district that would enable it to determine additional costs that will accrue to it due to the development proposed for the district. To our knowledge neither entity has adopted standard questions in a written policy on information requested for fiscal and economic implications.

Section W Prior Planned Improvements

The City shall accompany its request for certification to the County Auditor (or notice of district enlargement), with a listing of all properties within the TIF District for which building permits have been issued during the 18 months immediately preceding approval of the TIF Plan. The County Auditor shall increase the original net tax capacity of the TIF District by the net tax capacity of each improvement for which a building permit was issued.

There have been no building permits issued in the last 18 months in conjunction with any of the properties within the TIF District.

Section X Development Agreements

If within a project containing a housing district, more than 25% of the acreage of the property to be acquired by the City is purchased with tax increment bonds proceeds (to which tax increment from the property is pledged), then prior to such acquisition, the City must enter into an agreement for the development of the property. Such agreement must provide recourse for the City should the development not be completed.

The City anticipates entering into an agreement for development, but does not anticipate acquiring any property located within the TIF District.

Section Y Assessment Agreements

The City may, upon entering into a development agreement, also enter into an assessment agreement with the developer, which establishes a minimum market value of the land and improvements for each year during the life of the TIF District.

The assessment agreement shall be presented to the County Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land, and so long as the minimum market value contained in the assessment agreement appears to be an accurate estimate, shall certify the assessment agreement as reasonable. The assessment agreement shall be filed for record in the office of the County Recorder of each county where the property is located. Any modification or premature termination of this agreement must first be approved by the City, County, and School District.

The City does not anticipate entering into an assessment agreement at this time.

Section Z Modifications of the Tax Increment Financing Plan

Any reduction or enlargement in the geographic area of the Project Area or the TIF District, increase in the amount of bonded indebtedness to be incurred, increase in that portion of the captured net tax capacity to be retained by the City, increase in the total estimated public costs, or designation of additional property to be acquired by the City shall be approved only after satisfying all the necessary requirements for approval of the original TIF Plan. This paragraph does not apply if:

- (1) the only modification is elimination of parcels from the TIF District; and
- (2) the current net tax capacity of the parcels eliminated equals or exceeds the net tax capacity of those parcels in the TIF District's original net tax capacity, or the City agrees that the TIF District's original net tax capacity will be reduced by no more than the current net tax capacity of the parcels eliminated.

The City must notify the County Auditor of any modification that reduces or enlarges the geographic area of the TIF District. The geographic area of the TIF District may be reduced, but not enlarged after five years following the date of certification.

Section AA Administration of the Tax Increment Financing Plan

Upon adoption of the TIF Plan, the City shall submit a copy of such plan to the Minnesota Department of Revenue. The City shall also request that the County Auditor certify the original net tax capacity and net tax capacity rate of the TIF District. To assist the County Auditor in this process, the City shall submit copies of the TIF Plan, the resolution establishing the TIF District and adopting the TIF Plan, and a listing of any prior planned improvements. The City shall also send the County Assessor any assessment agreement establishing the minimum market value of land and improvements in the TIF District, and shall request that the County Assessor review and certify this assessment agreement as reasonable.

The County shall distribute to the City the amount of tax increment as it becomes available. The amount of tax increment in any year represents the applicable property taxes generated by the retained captured net tax capacity of the TIF District. The amount of tax increment may change due to development anticipated by the TIF Plan, other development, inflation of property values, or changes in property classification rates or formulas. In administering and implementing the TIF Plan, the following actions should occur on an annual basis:

- (1) prior to July 1, the City shall notify the County Assessor of any new development that has occurred in the TIF District during the past year to insure that the new value will be recorded in a timely manner.
- (2) if the County Auditor receives the request for certification of a new TIF District, or for modification of an existing TIF District, before July 1, the request shall be recognized in determining local tax rates for the current and subsequent levy years. Requests received on or after July 1 shall be used to determine local tax rates in subsequent years.
- (3) each year the County Auditor shall certify the amount of the original net tax capacity of the TIF District. The amount certified shall reflect any changes that occur as a result of the following:
 - (a) the value of property that changes from tax-exempt to taxable shall be added to the original net tax capacity of the TIF District. The reverse shall also apply;
 - (b) the original net tax capacity may be modified by any approved enlargement or reduction of the TIF District;
 - (c) if laws governing the classification of real property cause changes to the percentage of estimated market value to be applied for property tax purposes, then the resulting increase or decrease in net tax capacity shall be applied proportionately to the original net tax capacity and the retained captured net tax capacity of the TIF District.

The County Auditor shall notify the City of all changes made to the original net tax capacity of the TIF District.

Section AB Financial Reporting and Disclosure Requirements

The City will comply with all reporting requirements for the TIF District under Minnesota Statutes, Section 469.175, subdivisions 5 and 6.

Assumptions Report

**City of Roseville, Minnesota
Tax Increment Financing (Housing) District No. 18
Sienna Green Aeon TIF Project**

Modified TIF Plan Exhibits: \$13.350M EMV with 2.5% MV Inflation - 25 + yrs

Type of Tax Increment Financing District	Housing
Maximum Duration of TIF District	25 years from 1st increment
Projected Certification Request Date	06/30/09
Decertification Date	12/31/38 (26 Years of Increment)

	<u>2008/2009</u>
Base Estimated Market Value	\$5,130,900
09.29.23.44.0248	
09.29.23.44.0249	
09.29.23.44.0250	
Original Net Tax Capacity	\$43,752

	Assessment/Collection Year			
	2009/2010	2010/2011	2011/2012	2012/2013
Base Estimated Market Value	\$5,130,900	\$5,130,900	\$5,130,900	\$5,130,900
Estimated Increase in Value - New Construction	0	0	3,269,100	4,716,600
Total Estimated Market Value	5,130,900	5,130,900	8,400,000	9,847,500
Total Net Tax Capacity	\$43,752	\$43,752	\$67,200	\$78,161

City of Roseville	27.369%	
Ramsey County	50.248%	
ISD #623	13.065%	
Other	8.685%	
Local Tax Capacity Rate	99.368%	2009/2010
Fiscal Disparities Contribution From TIF District	NA	
Administrative Retainage Percent (maximum = 10%)	10.00%	
Pooling Percent	0.00%	

<u>Bonds</u>		<u>Note (Pay-As-You-Go)</u>	
Bonds Dated	NA	Note Dated	08/01/11
Bond Issue @ 0.00% (NIC)	\$0	Note Rate	4.25%
Eligible Project Costs	\$0	Note Amount	\$935,055
Present Value Date & Rate *	06/01/11	4.25% PV Amount	\$1,227,733
Present Value Date & Rate	06/01/11	5.00% PV Amount	\$1,108,864

Notes

* Based on April 2011 semi-annual long-term AFR (Applicable Federal Rates) of 4.25%
 Calculation assumes no changes to future tax rates, class rates, or market values.
 Construction schedule: Phase 1 25% renovated by Dec. 31, 2009 and 100% by Dec. 31, 2010.
 Phase 2 25% constructed by Dec. 31, 2011 and 100% by Dec. 31, 2012.
 Payable 2010 Tax Rates and Class Rates were provided by Ramsey County.
 Total project value of \$13.35M as estimated by Ramsey County Assessor, may change.
 Base value of \$5,130,900M as per modification - expected to be frozen for life of district.
 includes a 2.5% market value inflator.

Projected Tax Increment Report

City of Roseville, Minnesota

Tax Increment Financing (Housing) District No. 18

Sienna Green Aeon TIF Project

Modified TIF Plan Exhibits: \$13.350M EMV with 2.5% MV Inflator - 25 + yrs

Annual Period Ending (1)	Total Market Value (2)	Total Net Tax Capacity (3)	Less: Original Net Tax Capacity (4)	Retained Captured Net Tax Capacity (5)	Times: Tax Capacity Rate (6)	Annual Gross Tax Increment (7)	Less: State Aud. Deduction 0.360% (8)	Subtotal Gross Tax Increment (9)	Less: Admin. Retainage 10.00% (10)	Annual Net Revenue (11)
12/31/09		43,752	43,752	0	99.368%	0	0	0	0	0
12/31/10	5,130,900	43,752	43,752	0	99.368%	0	0	0	0	0
12/31/11	5,130,900	43,752	43,752	0	99.368%	0	0	0	0	0
12/31/12	8,400,000	67,200	43,752	0	99.368%	0	0	0	0	0
12/31/13	9,847,500	78,161	43,752	34,409	99.368%	34,192	123	34,069	3,407	30,662 *
12/31/14	13,806,188	107,959	43,752	64,207	99.368%	63,801	230	63,571	6,357	57,214
12/31/15	14,151,342	110,658	43,752	66,906	99.368%	66,483	239	66,244	6,624	59,620
12/31/16	14,505,126	113,424	43,752	69,672	99.368%	69,232	249	68,983	6,898	62,085
12/31/17	14,867,754	116,260	43,752	72,508	99.368%	72,050	259	71,791	7,179	64,612
12/31/18	15,239,448	119,167	43,752	75,415	99.368%	74,938	270	74,668	7,467	67,201
12/31/19	15,620,434	122,146	43,752	78,394	99.368%	77,898	280	77,618	7,762	69,856
12/31/20	16,010,945	125,199	43,752	81,447	99.368%	80,932	291	80,641	8,064	72,577
12/31/21	16,411,218	128,329	43,752	84,577	99.368%	84,043	303	83,740	8,374	75,366
12/31/22	16,821,499	131,538	43,752	87,786	99.368%	87,231	314	86,917	8,692	78,225
12/31/23	17,242,036	134,826	43,752	91,074	99.368%	90,498	326	90,172	9,017	81,155
12/31/24	17,673,087	138,197	43,752	94,445	99.368%	93,848	338	93,510	9,351	84,159
12/31/25	18,114,914	141,652	43,752	97,900	99.368%	97,281	350	96,931	9,693	87,238
12/31/26	18,567,787	145,193	43,752	101,441	99.368%	100,800	363	100,437	10,044	90,393
12/31/27	19,031,982	148,823	43,752	105,071	99.368%	104,406	376	104,030	10,403	93,627
12/31/28	19,507,782	152,543	43,752	108,791	99.368%	108,104	389	107,715	10,772	96,943
12/31/29	19,995,476	156,357	43,752	112,605	99.368%	111,893	403	111,490	11,149	100,341
12/31/30	20,495,363	160,266	43,752	116,514	99.368%	115,777	417	115,360	11,536	103,824
12/31/31	21,007,747	164,272	43,752	120,520	99.368%	119,759	431	119,328	11,933	107,395
12/31/32	21,532,941	168,379	43,752	124,627	99.368%	123,839	446	123,393	12,339	111,054
12/31/33	22,071,264	172,589	43,752	128,837	99.368%	128,022	461	127,561	12,756	114,805
12/31/34	22,623,046	176,903	43,752	133,151	99.368%	132,310	476	131,834	13,183	118,651
12/31/35	23,188,622	181,326	43,752	137,574	99.368%	136,704	492	136,212	13,621	122,591
12/31/36	23,768,338	185,859	43,752	142,107	99.368%	141,209	508	140,701	14,070	126,631
12/31/37	24,362,546	190,506	43,752	146,754	99.368%	145,826	525	145,301	14,530	130,771
12/31/38	24,971,610	195,268	43,752	151,516	99.368%	150,558	542	150,016	15,002	135,014
						\$2,611,634	\$9,401	\$2,602,233	\$260,223	\$2,342,010

* Delay receipt of increment until 2013 due to delayed construction

Estimated Impact on Other Taxing Jurisdictions Report

City of Roseville, Minnesota
Tax Increment Financing (Housing) District No. 18
Sienna Green Aeon TIF Project
Modified TIF Plan Exhibits: \$13.350M EMV with 2.5% MV Inflater - 25 + yrs

Taxing Jurisdiction	Without Project or TIF District		With Project and TIF District					
	2010/2011 Taxable Net Tax Capacity (1)	2010/2011 Local Tax Rate	2010/2011 Taxable Net Tax Capacity (1)	+ Projected Retained Captured Net Tax Capacity	= New Taxable Net Tax Capacity	Hypothetical Adjusted Local Tax Rate (*)	Hypothetical Decrease In Local Tax Rate (*)	Hypothetical Tax Generated by Retained Captured N.T.C. (*)
City of Roseville	42,812,480	27.369%	42,812,480	\$146,754	42,959,234	27.276%	0.093%	40,028
Ramsey County	424,195,301	50.248%	424,195,301	146,754	424,342,055	50.231%	0.017%	73,716
ISD #623	56,521,451	13.065%	56,521,451	146,754	56,668,205	13.031%	0.034%	19,124
Other (2)	---	8.685%	---	146,754	---	8.685%	---	---
Totals		99.368%				99.223%	0.145%	

*** Statement 1:** If the projected Retained Captured Net Tax Capacity of the TIF District was hypothetically available to each of the taxing jurisdictions above, the result would be a lower local tax rate (see Hypothetical Adjusted Tax Rate above) which would produce the same amount of taxes for each taxing jurisdiction. In such a case, the total local tax rate would decrease by 0.145% (see Hypothetical Decrease in Local Tax Rate above). The hypothetical tax that the Retained Captured Net Tax Capacity of the TIF District would generate is also shown above.

Statement 2: Since the projected Retained Captured Net Tax Capacity of the TIF District is not available to the taxing jurisdictions, then there is no impact on taxes levied or local tax rates.

(1) Taxable net tax capacity = total net tax capacity - captured TIF - fiscal disparity contribution, if applicable.

(2) The impact on these taxing jurisdictions is negligible since they represent only 8.74% of the total tax rate.

Market Value Analysis Report

City of Roseville, Minnesota
Tax Increment Financing (Housing) District No. 18
Sienna Green Aeon TIF Project
Modified TIF Plan Exhibits: \$13.350M EMV with 2.5% MV Inflation - 25 + yrs

<u>Assumptions</u>			
Present Value Date		06/30/09	
P.V. Rate - Gross T.I.		5.00%	
Increase in EMV With TIF District		\$18,637,438	
Less: P.V of Gross Tax Increment		<u>1,107,814</u>	
Subtotal		\$17,529,624	
Less: Increase in EMV Without TIF		<u>0</u>	
Difference		\$17,529,624	
	Year	Annual Gross Tax Increment	Present Value @ 5.00%
1	2013	34,192	27,785
2	2014	63,801	49,377
3	2015	66,483	49,003
4	2016	69,232	48,599
5	2017	72,050	48,169
6	2018	74,938	47,714
7	2019	77,898	47,236
8	2020	80,932	46,739
9	2021	84,043	46,225
10	2022	87,231	45,693
11	2023	90,498	45,147
12	2024	93,848	44,589
13	2025	97,281	44,019
14	2026	100,800	43,440
15	2027	104,406	42,851
16	2028	108,104	42,256
17	2029	111,893	41,654
18	2030	115,777	41,048
19	2031	119,759	40,438
20	2032	123,839	39,824
21	2033	128,022	39,209
22	2034	132,310	38,593
23	2035	136,704	37,975
24	2036	141,209	37,359
25	2037	145,826	36,743
26	2038	<u>150,558</u>	<u>36,129</u>
		\$2,611,634	\$1,107,814

City of Roseville, Minnesota

Development Program

for

Development District No. 1

Dated: May 12, 2011 (DRAFT)

Prepared by:

SPRINGSTED INCORPORATED
380 Jackson Street, Suite 300
St. Paul, MN 55101-2887
(651) 223-3000
WWW.SPRINGSTED.COM

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SECTION I

DEVELOPMENT PROGRAM FOR
DEVELOPMENT DISTRICT NO. 1
AS OF JULY 13, 2009

The City of Roseville adopted a Development Program and created Development District No. 1 on October 13, 1982. At that time, Tax Increment Financing Districts No. 1 and No. 2 were also created within Development District No. 1 and Tax Increment Financing Plans were adopted. Subsequent to the initial tax increment financing activity in 1982 and continuing through ~~2005~~ 2009, Tax Increment Financing Districts Nos. 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, Hazardous Substance Subdistrict No. 11A, and Hazardous Substance Subdistrict No. 17A were created within Development District No. 1 and the appropriate Tax Increment Financing Plans were adopted and added to the Development Program. Additional tax increment financing activity within Development District No. 1 from 1995 through ~~2005~~ 2009 included the decertification of Tax Increment Financing Districts Nos. 2, 3, 4, 5, 6, 7, 8, 9, 14, and 15 and various modifications to the Development Program and the Tax Increment Financing Plans for the remaining Tax Increment Financing Districts Nos. 1, 10, 11, 12, 13, 16, ~~and 17~~ and 18. All previous modifications and amendments to the Development Program and Tax Increment Financing Plans are hereby incorporated into this Restated Development Program.

This June 13, 2011 modification to the Development Program includes:

- (1) the modification of Tax Increment Financing District No. 18 within Development District No. 1 and the adoption and addition of its Modified Tax Increment Financing Plan to the Development Program;

Attached to this Restated Development Program is Exhibit I-B, "Municipal Action Taken", which summarizes the City's tax increment activities within Development District No. 1 and its various Tax Increment Financing Districts. Also included is the following definitional section for reference and convenience. Please note that these terms shall, for purposes of this Restated Development Program, have the meanings herein specified, unless the context otherwise specifically requires:

"City" means the City of Roseville, Minnesota, a municipal corporation and political subdivision of the State of Minnesota.

"Comprehensive Plan" means the City's comprehensive plan which contains the objectives, policies, standards and programs to guide public and private land use, development, redevelopment and preservation for all lands and water within the City.

"Council" means the City Council of the City.

"County" means the County of Ramsey, Minnesota.

"Development District Act" or "City Development Districts Act" or "Act" means the statutory provisions of Minnesota Statutes, Sections 469.124 to 469.134, inclusive, as amended and supplemented from time to time.

"Development District No. 1" or "Development District" means the geographic area that was designated and created on October 13, 1982 pursuant to the Development District Act.

"Development Program" means the Development Program adopted on October 13, 1982 including all amendments and modifications adopted through ~~July 13, 2009~~ June 13, 2011.

"Land Use Regulations" means all federal, state and local laws, rules, regulations, ordinances and plans relating to or governing the use or development of land in the County, including but not limited to environmental, zoning and building code laws and regulations.

"Port Authority Act" means the statutory provisions of Minnesota Statutes, Sections 469.48 to 469.068, inclusive, as amended and supplemented from time to time.

"Program" means the Restated Development Program for the Project Area.

"Project Area" means the real property located within the geographic boundaries of Development District No. 1.

"Restated Development Program" means this Program, which incorporates the Development Program as previously modified and as restated herein, for the Project Area and as it shall be modified or restated, from time to time hereafter, as defined in Minnesota Statutes, Section 469.125, subdivision 3.

"School District" means Independent School District No. 621 or Independent School District No. 623.

"State" means the State of Minnesota.

"Tax Increment Act" means the statutory provisions of Minnesota Statutes, sections 469.174 to 469.1799, inclusive, as amended and supplemented from time to time.

"Tax Increment Bonds" means the general obligation or revenue tax increment bonds issued and to be issued by the City to finance the public costs associated with the Project Area as stated in the Program and in the Tax Increment Plans for each of the Tax Increment Districts within the Project Area. The term "Tax Increment Bonds" shall also include any obligations issued to refund the Tax Increment Bonds.

"Tax Increment District" means any tax increment financing district presently established or to be established in the future within the Project Area.

"Tax Increment Plan" means the respective Tax Increment Financing Plan for each Tax Increment District located within the Project Area.

Section A Statement and Finding of Public Purpose

The Council of the City has determined that there was, and hereby reaffirms that there continues to be, a need for the City to take certain actions designed to encourage and facilitate the private sector to (1) recreate and reinforce a sense of residential place and security to create neighborhood cohesiveness through investment in neighborhood infrastructure and public improvements; (2) rehabilitate the existing housing stock and preserve existing residential neighborhoods wherever possible; (3) revitalize property to create a safe, attractive, comfortable, convenient and efficient area for residential use; (4) develop and redevelop underutilized, blighted, contaminated and unused land located within its corporate limits; (5) improve the tax base of the City, the County and the School District, thereby enabling them to better utilize existing public facilities and provide needed public services; (6) improve the general economy of the City, the County and the State; and, (7) provide additional employment opportunities for residents of the City and the surrounding area. Specifically, the City has determined and reaffirms that there is property within the City that is unused due to a variety of factors, including fragmented ownership, contamination or blighted improvements, which have resulted in a lack of private investment. Further, it was found and is reaffirmed that there are certain underutilized parcels of property within the City which are potentially more useful, productive and valuable than are being realized under existing conditions. As a result, the property is not providing adequate employment opportunities or living environments and is not contributing to the tax base and general economy of the City, the County, the School District and the State to its full potential.

Therefore, the Council has determined and hereby reaffirms that it is necessary to exercise its authority to develop, implement and finance a Program for improving the Project Area to (1) recreate and reinforce a sense of residential place and security to create neighborhood cohesiveness through investment in neighborhood infrastructure and public improvements; (2) rehabilitate the existing housing stock and preserve existing residential neighborhoods wherever possible; (3) revitalize property to create a safe, attractive, comfortable, convenient and efficient area for residential use; (4) facilitate clean up of contaminated properties; (5) improve and maintain the natural environment; (6) provide an impetus for private development and redevelopment; (7) maintain and increase employment; (8) utilize, enhance and supplement existing potential; and, (9) facilitate other activities as outlined in Section I, Subsection F.1. of the Program.

The Council has also determined and hereby reaffirms (1) that the proposed development or redevelopment would not occur solely through private investment in the foreseeable future; (2) that the Tax Increment Plans proposed herein are consistent with the Program; (3) that the Tax Increment Plans would afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Project Area by private enterprise; and (4) that the Program conforms to the Comprehensive Plan of the City.

The Council has further determined and hereby reaffirms that the welfare of the City, School District, County and State requires active promotion, attraction, encouragement and development of economically sound housing, industry and commerce to carry out its stated public purpose objectives.

Section B Statutory Authority

The Council has determined and hereby reaffirms that it continues to be desirable and in the public interest to designate a specific area within the corporate limits of the City as the Project Area and to establish, develop and implement a Program pursuant to the provisions of the Development District Act and the Port Authority Act (collectively, the “Acts”), as amended and supplemented from time to time.

Funding of the necessary activities and improvements in the Project Area shall be accomplished, in part, with any funds the Council has or may have available from any source, including funds made available by the City and through tax increment financing pursuant to the Tax Increment Act.

The Tax Increment Act authorizes the establishment of tax increment districts within the Project Area pursuant to the requirements set forth in Section 469.174. The Tax Increment Act also designates the types of tax increment districts and establishes the limitations and requirements that apply to activities and public improvements which can be financed for each type of tax increment district.

It is the intention of the City, notwithstanding the enumeration of specific goals and objectives in the Program, that the City shall have and enjoy with respect to the Project Area the full range of powers and duties conferred upon the City pursuant to the Acts, the Tax Increment Act, and such other legal authority as the City may have or enjoy from time to time.

Section C Property Description

The boundaries of the Project Area are coterminous with the corporate boundaries of the City and are illustrated on Exhibit I-A.

Section D Rehabilitation

For some projects, property owners within the Project Area will be encouraged to rehabilitate their properties to conform with the applicable State and local codes and ordinances, as well as any design standards. Potential owners who may purchase property within the Project Area from the City may be required to rehabilitate their properties as a condition of sale of land. The City will provide such rehabilitation assistance as may be available from federal, State, County, or local sources.

Section E Relocation

The City accepts its responsibility for providing for relocation, if and when applicable, pursuant to Minnesota Statutes and federal law.

Section F Development Program

1. Statement of Objectives. The Council originally determined, and its determinations are hereby reaffirmed, that the establishment of the Project Area and the adoption of the Program will provide the City with the ability to achieve certain public purpose goals not otherwise obtainable in the foreseeable future without City intervention in the normal development or redevelopment process. These public purpose goals include: (1) restoration and improvement of the tax base and tax revenue generating capacity of the Project Area; (2) increased employment opportunities; (3) realization of comprehensive planning goals; (4) removal of blighted conditions and environmental contamination; (5) preservation and enhancement of the natural environment of the community and implementation of the Natural Resource Management Plan dated June, 2002; and, (6) revitalization of the property within the Project Area to create an attractive, comfortable, convenient and efficient area for housing, industrial, commercial, and related uses.

The Program objectives for the Project Area include the following:

- a. Revitalize property to create a safe, attractive, comfortable, convenient and efficient area for residential use.
- b. Create and reinforce a sense of residential place and security which creates neighborhood cohesiveness through City investment in neighborhood infrastructure and public improvements, including landscaping, park improvements, local street modifications to reduce traffic impacts, street construction or repaving, curb and gutter construction or replacement and streetlight installation or updating.
- c. Encourage infill development and redevelopment that is compatible in use and scale with surrounding neighborhoods.
- d. Rehabilitate existing housing stock and preserve existing residential neighborhoods wherever possible.
- e. Demolish and reconstruct, where necessary, aging residential buildings to preserve neighborhoods.
- f. Provide a link between seniors moving out of existing single family homes and young families seeking first time purchase options.
- g. Develop and promote housing programs that encourage the retention and attraction of young families with children.
- h. Provide alternate housing for seniors to enable them to remain a vital part of the community.

- i. Develop new housing in partnership with federal, state and regional agencies, non profit community groups and private sector development partners.
- j. Develop and promote programs that provide choice and diversity in housing stock to include a variety of affordable housing options.
- k. Provide information regarding the importance of quality and diverse housing opportunities and close-knit neighborhoods to foster a sense of community.
- l. Promote and secure the prompt development or redevelopment of certain property in the Project Area, which property is not now in productive use or in its highest and best use, in a manner consistent with the City's Comprehensive Plan, which will where practicable, mitigate existing adverse environmental conditions and cause a minimum adverse impact on the environment and thereby promote and secure the development or redevelopment of other land in the City.
- m. Promote and secure additional employment opportunities within the Project Area and the City for residents of the City and the surrounding area, thereby improving living standards, reducing unemployment and the loss of skilled and unskilled labor and other human resources in the City.
- n. Secure the increased valuation of property subject to taxation by the City, the School District, the County and other taxing jurisdictions in order to better enable such entities to pay for governmental services and programs required to be provided by them.
- o. Provide for the financing and construction of public improvements in the Project Area necessary for the orderly and beneficial development or redevelopment of the Project Area.
- p. Promote the concentration of new desirable residential, commercial, office, and other appropriate development or redevelopment in the Project Area so as to develop and maintain the area in a manner compatible with its accessibility and prominence in the City.
- q. Encourage local business expansion, improvement, development and redevelopment whenever possible.
- r. Encourage the renovation and expansion of historical structures.
- s. Eliminate physical deterrents to the development or redevelopment of the land.
- t. Create a desirable and unique character within the Project Area through quality land use alternatives and design quality in new and remodeled buildings.
- u. Encourage and provide maximum opportunity for private development or redevelopment of existing areas and structures which are compatible with the Program.

v. Create viable environments which will facilitate and enable the construction, upgrading and maintaining of housing stock, maintaining housing health and safety quality standards, and maintaining and strengthening individual neighborhoods.

w. Stimulate private activity and investment to stabilize, enhance and balance the City's housing supply.

x. Eliminate code violations, remediate environmental contamination and eliminate nuisance and other negative conditions that adversely affect neighborhoods or are obstacles to the objectives of the Program.

y. Remove substandard structures.

2. Revitalization Project Proposals and Public Facilities. Revitalization within the Project Area must be financially feasible, marketable and compatible with longer range City development plans. The following activities represent the development activities that may occur within the Project Area.

- a. clearance and redevelopment
- b. rehabilitation of remaining buildings
- c. relocation of buildings and inhabitants of buildings
- d. vacation of rights-of-way
- e. dedication of new rights-of-way and pedestrian walkways
- f. construction and expansion of commercial and industrial buildings
- g. land acquisition
- h. soil improvement and site preparation
- i. installation or replacement of public improvements
- j. environmental cleanup
- k. water retention measures including ponds, infiltration systems and rain gardens

3. Open Space to be Created. Open space may be created for the purpose of enhancing housing developments through the development of open space and pedestrian walkways, the installation of special landscaping on residential and public properties, and the creation of recreational facilities, including parks and walkways, to improve the quality of life, transportation and physical facilities.

4. Environmental Controls. To the extent proposed development or redevelopment raises environmental concerns, all municipal actions, public improvements and private development or redevelopment shall be carried out in a manner consistent with applicable environmental standards or approvals.

5. Private Development and Reuse of Property. The Program goals and objectives are to be achieved in a cost efficient and timely manner by assisting and encouraging the private sector whenever reasonably possible. Generally, the City will proceed by contracting with the private sector (developer, builder, user, owner and so forth) for the reuse of land or building that is part of the Project Area. The City may acquire any property, real or personal, that is necessary or

convenient for the implementation of the Program. The City will acquire property if it believes there is a likelihood that the property can be reused in the foreseeable future and if the City can identify sources of revenue to pay for such property. Generally, the City will enter into a contract with the private sector for the reuse of the property. However, there may be parcels that are so important to a proposed redevelopment or reuse that the City may find it difficult or impractical to enter into any contract without first owning or having control of the parcel, either through negotiation or by use of eminent domain. The City may also acquire, from willing sellers or by use of eminent domain, parcels as part of a long-term redevelopment effort. In such instances, the acquisition should meet a stated Program goal or objective, revenues should have been identified to pay for them and the parcels should be held only until sufficient parcels have been acquired to allow Program goals and objectives to be implemented.

Section G Administration

The City Manager shall serve as Administrator of the Project Area pursuant to the provisions of the Development District Act, provided however that such powers may only be exercised at the direction of the Council. No action taken by the Administrator shall be effective without Council authorization.

A developer or redeveloper may be any person, business, corporation (for-profit or non-profit) or government unit, including the City. A developer or redeveloper may initiate a plan and participate with the City in the development or redevelopment thereof.

Section H Parcels to be Acquired

The City may acquire any of the parcels illustrated on Exhibit I-A by gift, dedication, condemnation or direct purchase from willing sellers in order to achieve the objectives of the Program.

Section I Public Improvement Costs

The estimated public improvement costs and the amount of bonded indebtedness, including interest thereon, to be incurred within the Project Area for the benefit of the Project Area and its Tax Increment Districts are set forth in the individual Tax Increment Financing Plans.

Section J Sources of Revenue

Anticipated revenue sources to assist in the financing of the public improvement costs located within the Tax Increment Districts and the Project Area include (1) general obligation and/or revenue tax increment obligations with interest; (2) the direct use of tax increments; (3) the borrowing of available funds, including without limitation interest-bearing City short-term or long-term loans; (4) interfund loans or advances; (5) interfund transfers, both in and out; (6) land sale or lease proceeds; (7) levies; (8) grants from any public or private source; (9) developer payments; (10) loan repayments or other advances originally made with tax increments as permitted by Minnesota Statutes; and (11) any other revenue source derived from the City's activities within the Project Area as required to finance the costs as set forth in each of the Tax Increment Financing Plans. All revenues are available for all tax increment eligible expenses within the Project Area as allowed by Minnesota Statutes.

EXHIBIT I-B**MUNICIPAL ACTION TAKEN**

The following municipal actions were taken in connection with the tax increment financing activities of the City of Roseville pursuant to Minnesota Statutes, Sections 469.001 to 469.047, 469.048 to 469.068, 469.124 to 469.134, and 469.174 to 469.1799, inclusive, as amended and supplemented from time to time:

October 13, 1982: Creation of Development District No. 1 and adoption of a Development Program; creation of Redevelopment District No. 1 as a redevelopment tax increment district and adoption of a Tax Increment Financing Plan; creation of Redevelopment District No. 2 as a redevelopment tax increment district and adoption of a Tax Increment Financing Plan.

May 9, 1983: Modification of the Development Program Development District No. 1 and Tax Increment Financing Plans for Redevelopment Districts No. 1 and No. 2 to reflect increased project expenses.

September 24, 1984: Creation of [Municipal] Development District No. 3 and adoption of a Development Program; creation of Tax Increment Financing District No. 3 as a redevelopment district and adoption of a Tax Increment Financing Plan.

December 16, 1985: Modification of the Development Program Development District No. 1 to include the area of Development District No. 3/Tax Increment Financing District No. 3; modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 1 (previously referred to as Redevelopment District No. 1) to reflect the addition of forty two parcels, increased project expenses and the deletion of ten parcels; modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 2 (previously referred to as Redevelopment District No. 2) to reflect the addition of three parcels and the deletion of twelve parcels; creation of Tax Increment Financing District No. 4 as a redevelopment district and adoption of a Tax Increment Financing Plan.

July 14, 1986: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 5 as a redevelopment district and adoption of a Tax Increment Financing Plan.

January 12, 1987: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 6 as a housing district and adoption of a Tax Increment Financing Plan; creation of Tax Increment Financing District No. 7 as a redevelopment district and adoption of a Tax Increment Financing Plan; creation of Tax Increment Financing District No. 8 as an economic development district and adoption of a Tax Increment Financing Plan.

July 13, 1987: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 9 as a redevelopment district and adoption of a Tax Increment Financing Plan.

October 1988: Creation of Tax Increment Financing District No. 10 as a redevelopment district and adoption of a Tax Increment Financing Plan.

October 23, 1989: Modification of the Development Program for Development District No. 1 and Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 10.

March 26, 1990: Modification of the Development Program for Development District No. 1 and Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 10; creation of Tax Increment Financing District No. 11 as a redevelopment district and adoption of a Tax Increment Financing Plan;

creation of Tax Increment Financing District No. 12 as a redevelopment district and adoption of a Tax Increment Financing Plan.

September 10, 1990: Modification of the Tax Increment Financing Plans for Tax Increment Financing districts No. 1 through No. 12.

December 10, 1990: Creation of a Redevelopment Project Area and adoption of a Redevelopment Plan to exercise housing and redevelopment authority powers; creation of Industrial Development District No. 1 and adoption of an Industrial Development Plan to exercise port authority powers.

December 17, 1990: Modification of the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 12 to reflect increased project costs within Development District No. 1.

July 8, 1992: Modification of the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 12.

September 23, 1991: Modification of the Development Program for Development District No. 1; the Redevelopment Plan for the Redevelopment Project Area and the Industrial Development District No. 1 Plan for Industrial Development District No. 1 to reflect increased geographic areas.

April 26, 1993: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 13 as a redevelopment district and adoption of a Tax Increment Financing Plan.

February 28, 1994: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 14 as a redevelopment district and adoption of a Tax Increment Financing Plan.

April 11, 1994: Modification of the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 13 to reflect increased project costs.

September 26, 1994: Creation of Tax Increment Financing District No. 11A as a hazardous substance subdistrict and adoption of a Tax Increment Financing Plan.

June 12, 1995: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 16 as a redevelopment district and adoption of a Tax Increment Financing Plan.

December 31, 1997: Decertification of Tax Increment Financing District No. 8.

December 16, 1996: Modification of the Development Program for Development District No. 1 and the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 14 and No. 16 to reassert the powers of Minnesota Statutes, Sections 469.124 through 469.134.

March 24, 1997: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 15 as a redevelopment district and adoption of a Tax Increment Financing Plan.

November 27, 2000: Modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 2 to reflect the elimination of eight parcels; modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 10 to reflect the elimination of six parcels; decertification of Tax Increment Financing Districts No. 5, No. 6, No. 7 and No. 9; modification of the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1 through No. 7 and No. 9 through No. 11 to reflect increased project costs.

December 17, 2001: Decertification of Tax Increment Financing Districts No. 2, No. 3, No. 4, No. 14 and No. 15.

December 8, 2003: Modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 12 to reflect increased project expenses, increased bonded indebtedness and increased sources of revenues.

June 20, 2005: Modification of the Tax Increment Financing Plan for Tax Increment Financing District No. 11 to reflect the elimination of twenty-one parcels; modification of the Tax Increment Financing Plan for Hazardous Substance Subdistrict No. 11A to reflect the elimination of twenty-one parcels; creation of Tax Increment Financing District No. 17 as a redevelopment district and adoption of a Tax Increment Financing Plan; creation of Hazardous Substance Subdistrict No. 17A and adoption of a Tax Increment Financing Plan; restatement of the Development Program for Development District No. 1 and modification of the Tax Increment Financing Plans for Tax Increment Financing Districts No. 1, 10, 11, 12, 13, and 16.

July 13, 2009: Modification of the Development Program for Development District No. 1; creation of Tax Increment Financing District No. 18 as a housing district and adoption of a Tax Increment Financing Plan.

June 13, 2011: Modification of the Development Program for Development District No. 1; modification of Tax Increment Financing District No. 18 as a housing district and adoption of a Modified Tax Increment Financing Plan.

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY
OF ROSEVILLE, MINNESOTA

HELD: June 13, 2011

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Roseville, Ramsey County, Minnesota, was duly called and held on the 13th day of June, 2011, at 6:00 p.m.

The following members of the Council were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING THE MODIFICATION TO THE
DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND
THE MODIFICATION TO THE TAX INCREMENT FINANCING PLAN FOR
INCREMENT FINANCING DISTRICT NO. 18 THEREIN

A. WHEREAS, the City of Roseville, Minnesota (the "City") has heretofore established Development District No. 1 and adopted a Development Program therefor and established Tax Increment Financing District No. 18 ("TIF District No. 18") therein and approved and adopted the Tax Increment Financing Plan (the "TIF Plan") therefor under the provisions of Minnesota Statutes, Sections 469.174 to 469.1799 (the "Act"); and

B. WHEREAS, the City Council has investigated the facts and has caused to be prepared a modification to the Development Program for Development District No. 1 (the "Development Program Modification") and the modification to the TIF Plan for TIF District No. 18 (the "TIF Plan Modification"), which increases the budget and enlarges TIF District No. 18 (the Development Program Modification and the TIF Plan Modification are referred to collectively herein as the "Modifications"); and

C. WHEREAS, the City has performed all actions required by law to be performed prior to the approval of the Modifications, including, but not limited to, notification of Ramsey County and School District No. 623 having taxing jurisdiction over the property to be included in TIF District No. 18 and the holding of a public hearing upon published and mailed notice as required by law; and

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

1. Development District No. 1. The City has heretofore established in the City Development District No. 1 (the "Development District"), the initial boundaries of which are fixed and determined as described in the Development Program.

36 2. Development Program Modification. The Development Program Modification,
37 for the Development District, a copy of which is on file in the office of the City Manager, is
38 adopted as the development program for the Development District.

39 3. TIF District No. 18. The City has heretofore established TIF District No. 18
40 within the Development District. TIF District No. 18 is hereby enlarged.

41 4. TIF Plan Modification. The TIF Plan Modification is adopted for TIF District
42 No. 18, as enlarged, and the City Council makes the following findings:

43 (a) TIF District No. 18 remains a housing district as defined in Minnesota
44 Statutes, Section 469.174, Subd. 11, the specific basis for such determination being that the
45 construction of an approximately 168 unit multifamily housing rental units will provide safe,
46 decent, sanitary housing for persons or families of low and moderate income in the City, and will
47 help prevent the emergence of blight and result in the preservation and enhancement of the tax
48 base of the State.

49 (b) The proposed development in the opinion of the City Council, would not
50 occur solely through private investment within the reasonably foreseeable future. The reasons
51 supporting this finding are that:

52 Private investment will not finance these development activities because
53 of prohibitive costs relative to rental revenues for low and moderate income
54 multifamily housing units. It is necessary to finance these development activities
55 through the use of tax increment financing so that development of affordable
56 multifamily housing and other development by private enterprise will occur
57 within the Development District.

58 (c) The TIF Plan Modification for TIF District No. 18, as enlarged, conforms
59 to the general plan for development or redevelopment of the City of Roseville as a whole. The
60 reasons for supporting this finding are that:

61 (i) TIF District No. 18, as enlarged, is properly zoned; and

62 (ii) The TIF Plan Modification will generally compliment and serve to
63 implement policies adopted by the City.

64 (d) The Modifications will afford maximum opportunity, consistent with the
65 sound needs of the City as a whole, for the development or redevelopment of the Development
66 District by private enterprise. The reasons supporting this finding are that:

67 The development activities are necessary so that development and
68 redevelopment by private enterprise can occur within the Development District.

69 5. Public Purpose. The adoption of the Modifications conform in all respects to the
70 requirements of the Act and will help fulfill a need to develop an area of the State which is
71 already built up to provide housing opportunities for persons of low and moderate income, to

improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

6. Certification. The Auditor of Ramsey County is requested to certify the original net tax capacity of the property added to TIF District No. 18 as described in TIF Plan Modification, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Manager is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties to be added to TIF District No. 18 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

7. Filing. The City Manager is further authorized and directed to file a copy of the Modifications with the Commissioner of Revenue and the Office of the State Auditor.

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

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

89 STATE OF MINNESOTA
90 RAMSEY COUNTY
91 CITY OF ROSEVILLE

92 I, the undersigned, being the duly qualified and acting Manager of the City of Roseville,
93 Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of
94 minutes with the original thereof on file in my office, and that the same is a full, true and
95 complete transcript of the minutes of a meeting of the City Council of said City, duly called and
96 held on the date therein indicated, insofar as such minutes relate to the modification to the
97 Development Program for Development District No. 1 and the modification of Tax Increment
98 Financing District No. 18 therein in the City.

99 WITNESS my hand this 13th day of June, 2011.

100
101

William J. Malinen, City Manager

Date: June 13, 2011
Item: 12.a
Consider Request for a
Variance to the Noise
Ordinance to Extend
Construction Activity
Hours at the Rosedale
Square Shopping Center

See Public Hearing 11.a

Date: June 13, 2011
Item: 12.b

Consider a Resolution
Approving Amendment to
TIF District #18 Plan
and Development District
#1

See Public Hearing 11.b

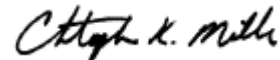
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06/13/2011
Item No.: 12 . C

Department Approval



Acting City Manager Approval



Item Description: Accept a Livable Housing Incentives Account Grant for Sienna Green II and enter into a Memorandum of Understanding with AEON

BACKGROUND

The Metropolitan Council has awarded the City of Roseville a grant from the Livable Housing Incentives Account (LHIA) for the Sienna Green Phase II project. The grant is in the amount of \$300,000 and will assist in the construction of the Phase II 50-unit building. The City needs to approve entering into a grant agreement with Metropolitan Council. In addition, staff is requesting that the City enter into a Memorandum of Understanding with AEON regarding the disbursement of the LHIA funds.

POLICY OBJECTIVE

By accepting the LHIA grant, the City is helping Aeon secure the financial resources to construct Sienna Green Phase II, an affordable housing project, which is supported by the 2030 Comprehensive Plan.

FINANCIAL IMPACTS

By approving these contracts, there are no fiscal impacts to the City as Aeon will be undertaking the work identified in the LHIA grant. The match requirement outlined in Section 2.02 in the Metropolitan Council agreement will be the TIF funds that AEON will be receiving as part of the project. The LHIA grant funds will only be given to AEON once the eligible work has been completed.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the execution of the LHIA grant contract between the City and the Metropolitan Council in order to facilitate the rehabilitation of Sienna Green Phase II.

Staff also recommends that the City Council approve a memorandum of understanding between the City and Aeon that outlines the responsibilities of the City and AEON regarding the use of the LHIA grant.

REQUESTED COUNCIL ACTION

By MOTION, approve the grant contract between the City and the Metropolitan Council for \$300,000 from the Livable Housing Incentives Account.

By MOTION, approve a memorandum of understanding between the City and Aeon that identifies the responsibilities and the expectations of the City and AEON pertaining to the use of the LHIA grant.

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071
Attachments: A: Livable Housing Incentives Account Contract
B: Memorandum of Understanding

GRANTEE: City of Roseville		GRANT NO. SG010-125
PROJECT: Sienna Green Phase II		
GRANT AMOUNT: \$300,000.00	FUNDING CYCLE:	Fall 2010
COUNCIL ACTION: December 8, 2010	EXPIRATION DATE:	December 31, 2012

**METROPOLITAN LIVABLE COMMUNITIES ACT
GRANT AGREEMENT**

THIS GRANT AGREEMENT ("Agreement") is made and entered into by the Metropolitan Council ("Council") and the Municipality or Development Authority identified above as "Grantee."

WHEREAS, Minnesota Statutes section 473.251 creates the Metropolitan Livable Communities Fund, the uses of which fund must be consistent with and promote the purposes of the Metropolitan Livable Communities Act ("LCA") and the policies of the Council's Metropolitan Development Guide; and

WHEREAS, Minnesota Statutes sections 473.251 and 473.254 establish within the Metropolitan Livable Communities Fund a Local Housing Incentives Account and require the Council to annually distribute funds in the account to Participating Municipalities that have not met their affordable and life-cycle housing goals and are actively funding projects designed to help meet the goals, or to Development Authorities for projects located in eligible Municipalities; and

WHEREAS, the Grantee is a Municipality that has negotiated affordable and life-cycle housing goals pursuant to Minnesota Statutes section 473.254, subdivision 2 and has elected to participate in the Local Housing Incentives Account program, or is a Development Authority; and

WHEREAS, the Grantee seeks funding in connection with an application for Local Housing Incentives Account funds submitted in response to a Request for Proposals issued by the Metropolitan Housing Implementation Group for the "Funding Cycle" identified above and will use the grant funds made available under this Agreement to help fund the "Project" identified in the application; and

WHEREAS, the Council awarded Local Housing Incentives Account funds to the Grantee subject to the Council's eminent domain policy and any terms, conditions and clarifications stated in its Council Action, and with the understanding that the Project identified in the application will proceed to completion in a timely manner and all grant funds will be expended prior to the "Expiration Date" identified above.

NOW THEREFORE, in reliance on the above statements and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

I. DEFINITIONS

1.01. Definition of Terms. The terms defined in this section have the meanings given them in this section unless otherwise provided or indicated by the context.

LOCAL HOUSING INCENTIVES ACCOUNT

- (a) **Council Action.** “Council Action” means the action or decision of the governing body of the Metropolitan Council, on the meeting date identified at Page 1 of this Agreement, by which the Grantee was awarded Local Housing Incentives Account funds.
- (b) **Development Authority.** “Development Authority” means a housing and redevelopment authority, economic development authority, or port authority.
- (c) **Municipality.** “Municipality” means a statutory or home rule charter city or town in the seven-county metropolitan area defined by Minnesota Statutes section 473.121, subdivision 2.
- (d) **Participating Municipality.** “Participating Municipality” means a Municipality electing to participate in the Local Housing Incentives Account program under Minnesota Statutes section 473.254.
- (e) **Project.** Unless clearly indicated otherwise by the context of a specific provision of this Agreement, “Project” means the development or redevelopment project identified in the application for Local Housing Incentives Account funds for which grant funds were requested. Grant-funded activities typically are components of the Project.

II. GRANT FUNDS

2.01. Total Grant Amount. The Council will grant to the Grantee the “Grant Amount” identified at Page 1 of this Agreement which shall be funds from the Local Housing Incentives Account of the Metropolitan Livable Communities Fund. Notwithstanding any other provision of this Agreement, the Grantee understands and agrees that any reduction or termination of Local Housing Incentives Account funds made available to the Council, or any reduction or termination of the dollar-for-dollar match amount required under Section 2.02, may result in a like reduction in the Grant Amount made available to the Grantee.

2.02. Match Requirement. Pursuant to Minnesota Statutes section 473.254, subdivision 6, the Grantee shall match on a dollar-for-dollar basis the total Grant Amount received from the Council under Section 2.01. The source and amount of the dollar-for-dollar match shall be identified by the Grantee in the report(s) required under Section 3.03.

2.03. Authorized Use of Grant Funds. The Grant Amount made available to the Grantee under this Agreement shall be used only for the purposes and Project activities described in the application for Local Housing Incentives Account funds. A Project summary that identifies eligible uses of the grant funds as approved by the Council is attached to and incorporated into this Agreement as Attachment A. Grant funds must be used for purposes consistent with Minnesota Statutes section 473.25(a), in a Participating Municipality. Grant funds must be used for costs directly associated with the specific proposed Project activities and shall not be used for “soft costs” such as: administrative overhead; travel expenses; legal fees; insurance; bonds; permits, licenses or authorization fees; costs associated with preparing other grant proposals; operating expenses; planning costs, including comprehensive planning costs; and prorated lease and salary costs. Grant funds may not be used for costs of Project activities that occurred prior to the grant award. Grant funds also shall not be used by the Grantee or others to supplant or replace: (a) grant or loan funds obtained for the Project from other sources; or (b) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. If consistent with the application and the Project summary, the Grantee may use the grant funds to make deferred loans (loans made without interest or periodic payments), revolving loans (loans made with interest and periodic payments) or otherwise make the

LOCAL HOUSING INCENTIVES ACCOUNT

grant funds available on a “revolving” basis for the purposes of implementing the Project activities described in Attachment A. The Council shall bear no responsibility for cost overruns which may be incurred by the Grantee or others in the implementation or performance of the Project activities. The Grantee agrees to comply with any “business subsidy” requirements of Minnesota Statutes sections 116J.993 to 116J.995 that apply to the Grantee’s expenditures or uses of the grant funds.

2.04. Loans for Low-Income Housing Tax Credit Projects. If consistent with the application and the Project activities described in Attachment A or if requested in writing by the Grantee, the Grantee may structure the grant assistance to the Project as a loan so the Project owner can take advantage of federal and state low-income housing tax credit programs. The Grantee may use the grant funds as a loan for a low-income housing tax credit Project, subject to the terms and conditions stated in Section 2.03 and the following additional terms and conditions:

- (a) The Grantee covenants and represents to the Council that the Project is a rental housing project that received or will receive an award of low-income housing tax credits under Section 42 of the Internal Revenue Code of 1986, as amended, and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency.
- (b) The Grantee will provide to the Council a copy of the loan agreement between the Grantee and the Project owner.
- (c) The Grantee will submit annual written reports to the Council that certify: (1) the grant funds continue to be used for the Project for which the grant funds were awarded; and (2) the Project is a “qualified low-income housing project” under section 42 of the Internal Revenue Code of 1986, as amended. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual certification reports during the initial “compliance period” and any “extended use period,” or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee.
- (d) The grant funds made available to the Grantee and disbursed to the Project owner by the Grantee in the form of a loan may be used only for the grant-eligible activities and Project components for which the Grantee was awarded the grant funds. For the purposes of this Agreement, the term “Project owner” means the current Project owner and any Project owner successor(s).
- (e) Pursuant to Section 2.03, the grant funds made available to the Grantee and disbursed to the Project owner in the form of a loan shall not be used by the Grantee, the Project owner or others to supplant or replace: (1) grant or loan funds obtained for the Project from other sources; or (2) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. The Council will not make the grant funds available to the Grantee in a lump sum payment, but will disburse the grant funds to the Grantee on a reimbursement basis pursuant to Section 2.10.
- (f) By executing this Agreement, the Grantee: (1) acknowledges that the Council expects the loan will be repaid so the grant funds may be used to help fund other activities consistent with the requirements of the Metropolitan Livable Communities Act; (2) covenants, represents and warrants to the Council that the Grantee’s loan to the Project owner will meet all applicable low-income housing tax credit program requirements under Section 42 of the Internal

LOCAL HOUSING INCENTIVES ACCOUNT

Revenue Code of 1986, as amended (the "Code"), and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency; and (3) agrees to administer its loan to the Project owner consistent with federal and state low-income housing tax credit program requirements.

- (g) The Grantee will, at its own expense, use diligent efforts to recover loan proceeds: (1) when the Project owner becomes obligated to repay the Grantee's loan or defaults on the Grantee's loan; (2) when the initial thirty-year "compliance period" expires, unless the Council agrees in writing that the Grantee may make the grant funds available as a loan to the Project owners for an "extended use period"; and (3) if noncompliance with low-income housing tax credit program requirements or some other event triggers the Project owner's repayment obligations under its loan agreement with the Grantee. The Grantee must repay to the Council all loan repayment amounts the Grantee receives from the Project owner. The Grantee shall not be obligated to repay the grant funds to the Council except to the extent the Project owner repays its loan to the Grantee, provided the Grantee has exercised the reasonable degree of diligence and used administrative and legal remedies a reasonable and prudent public housing agency would use to obtain payment on a loan, taking into consideration (if applicable) the subordinated nature of the loan. At its discretion, the Council may: (1) permit the Grantee to use the loan repayment from the Project owner to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.
- (h) If the Grantee earns any interest or other income from its loan agreement with the Project owner, the Grantee will: (1) use the interest earnings or income only for the purposes of implementing the Project activities for which the grant was awarded; or (2) remit the interest earnings or income to the Council. The Grantee is not obligated to earn any interest or other income from its loan agreement with the Project owner, except to the extent required by any applicable law.

2.05. Revolving or Deferred Loans. If consistent with the application and the Project summary or if requested in writing by the Grantee, the Grantee may use the grant funds to make deferred loans (loans made without interest or periodic payments), revolving loans (loans made with interest and periodic payments) or otherwise make the grant funds available on a "revolving" basis for the purposes of implementing the Project activities described in Attachment A. The Grantee will submit annual written reports to the Council that report on the uses of the grant funds. The form and content of the report will be determined by the Council. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual reports until the deferred or revolving loan programs terminate, or until such time as the Council terminates this annual reporting requirement by written notice from the Council. At its discretion, the Council may: (1) permit the Grantee to use loan repayments to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.

2.06. Project Changes. The Grantee must promptly inform the Council in writing of any significant changes to the Project for which the grant funds were awarded, as well as any potential changes to the grant-funded activities described in Attachment A. Failure to inform the Council of any significant changes to the Project or significant changes to grant-funded components of the Project, and use of grant funds for ineligible or unauthorized purposes, will jeopardize the Grantee's eligibility for future LCA awards. Grant funds will not be disbursed prior to Council approval of significant changes to either the Project or grant-funded activities described in Attachment A.

LOCAL HOUSING INCENTIVES ACCOUNT

2.07. Budget Variance. A variance of twenty percent (20%) in the budget amounts for grant-funded activities identified in Attachment A shall be considered acceptable without Council approval, provided no budget amount for any individual grant-funded activity may be increased or decreased by more than twenty percent (20%) from the budget amount identified in Attachment A. The Grantee must inform the Council of any budget variances. Budget variances for any individual grant-funded activity identified in Attachment A exceeding twenty percent (20%) will require approval of the governing body of the Metropolitan Council. Notwithstanding the aggregate or net effect of any variances, the Council's obligation to provide grant funds under this Agreement shall not exceed the Grant Amount identified at Page 1 of this Agreement.

2.08. Eminent Domain Restrictions. On January 25, 2006 the Council adopted a policy that restricted the use of LCA grant funds on projects when eminent domain authority was used to acquire private property for "economic development" purposes in connection with the projects. The Council's policy defined the term "economic development" for LCA program purposes and covers the time period from January 25, 2006 to June 28, 2006. On June 28, 2006 the Council adopted a revised eminent domain policy that is consistent with the statutory definitions and restrictions contained in Minnesota Statutes chapter 117 as amended (effective May 20, 2006) during the 2006 legislative session. The revised policy applies to LCA grant awards and grant agreements made on or after June 28, 2006. The Council's January 25, 2006 and June 28, 2006 eminent domain policies are available online at: <http://www.metrocouncil.org/services/livcomm/EminentDomainPolicy.htm>.

- (a) If a notice of petition was served between January 25, 2006 and May 20, 2006 in connection with the Grantee's Project (or any component of the Project) for which grant funds were awarded, the grant funds may not be used to fund or support the Project unless the Project: (1) would have been eligible under the Council's January 25, 2006 policy; or (2) qualifies for an exemption under Minnesota Statutes section 117.012, subdivision 3 or 2006 Minnesota Laws chapter 214, section 22, clauses (b) through (e).
- (b) If a notice of petition was served on or after May 20, 2006 in connection with the Grantee's Project (or any component of the Project) for which grant funds were awarded, the grant funds may not be used to fund or support the Project unless the Project qualifies for an exemption under Minnesota Statutes section 117.012, subdivision 3 or 2006 Minnesota Laws chapter 214, section 22, clauses (b) through (e).

2.09. Loss of Grant Funds. The Grantee agrees to remit to the Council in a prompt manner: any unspent grant funds, including any grant funds that are not expended prior to the Expiration Date identified at Page 1 of this Agreement; any grant funds that are not used for the authorized purposes; any grant funds that are not matched on a dollar-for-dollar basis as required by Section 2.02; and any interest earnings described in Section 2.11 that are not used for the purposes of implementing the Project activities described in Attachment A. For the purposes of this Agreement, grant funds are "expended" prior to the Expiration Date if the Grantee pays or is obligated to pay for expenses of eligible Project activities that occurred prior to the Expiration Date and the eligible expenses were incurred prior to the Expiration Date. The Grantee also shall forfeit and promptly repay in full the entire Grant Amount if eminent domain authority is exercised for "economic development" purposes in connection with the Project for which the grant funds were awarded. This forfeiture and repayment obligation applies to eminent domain proceedings that occur after January 25, 2006, including proceedings that occur after the Expiration Date. Unspent or unused grant funds and other funds remitted to the Council shall revert to the Council's Local Housing Incentives Account for distribution through application processes in future Funding Cycles or as otherwise permitted by law.

LOCAL HOUSING INCENTIVES ACCOUNT

2.10. Payment Request Forms and Disbursements. The Council will disburse grant funds in response to written payment requests submitted by the Grantee and reviewed and approved by the Council's authorized agent. Written payment requests shall be made using payment request forms, the form and content of which will be determined by the Council. Payment request and other reporting forms are available online at: <http://www.metrocouncil.org/services/livcomm/LCAresources.htm>. The Council will disburse grant funds on a reimbursement basis or a "cost incurred" basis. The Grantee must provide with its written payment requests documentation that shows grant-funded Project activities actually have been completed. Disbursements prior to the performance of a grant-funded Project activity will be subject to terms and conditions mutually agreed to by the Council's authorized agent and the Grantee. Subject to verification of each payment request form (and its documentation) and approval for consistency with this Agreement, the Council will disburse a requested amount to the Grantee within two (2) weeks after receipt of a properly completed payment request form.

2.11. Interest Earnings. If the Grantee earns any interest or other income from the grant funds received from the Council under this Agreement, the Grantee will use the interest earnings or income only for the purposes of implementing the Project activities described in Attachment A.

2.12. Effect of Grant. Issuance of this grant neither implies any Council responsibility for contamination, if any, at the Project site nor imposes any obligation on the Council to participate in any pollution cleanup of the Project site if such cleanup is undertaken or required.

2.13. Resale Limitations. The Grantee must impose resale limitations regarding the disposition of any equity realized by the purchasers of "affordable" units if grant funds received from the Council under this Agreement are used for homeownership gap financing in the Project described in Attachment A. The intent of this resale limitation is to protect the public investment in the Project and ensure that a proportion of the affordability gap provided by the public investment in the form of grant funds received from the Council is recaptured for reuse in conjunction with other affordable housing efforts and does not become a windfall for any purchaser who might sell the home prior to expiration of a predetermined resale limitation period. If a purchaser sells the "affordable" home prior to expiration of the resale limitation time period, an equitable proportion of the affordability gap filled by grant funds received from the Council under this Agreement must be recaptured by the Grantee within twenty-four (24) months of the triggering resale event and applied to a similar affordable housing project within the Participating Municipality, or returned to the Council. Unless otherwise agreed to by the Council and the Grantee, the length of the resale limitation time period and the proportion of the affordability gap to be recovered will be consistent with resale limitation time periods and repayment schedules stated in the Project application. These resale limitations do not apply when the grant funds are used for homeownership value gap financing.

III. ACCOUNTING, AUDIT AND REPORT REQUIREMENTS

3.01. Accounting and Records. The Grantee agrees to establish and maintain accurate and complete accounts and records relating to the receipt and expenditure of all grant funds received from the Council. Notwithstanding the expiration and termination provisions of Sections 4.01 and 4.02, such accounts and records shall be kept and maintained by the Grantee for a period of six (6) years following the completion of the Project activities described in Attachment A or six (6) years following the expenditure of the grant funds, whichever occurs earlier. For all expenditures of grant funds received pursuant to this Agreement, the Grantee will keep proper financial records and other appropriate documentation sufficient to evidence the nature and expenditure of the dollar-for-dollar

LOCAL HOUSING INCENTIVES ACCOUNT

match funds required under Section 2.02. Accounting methods shall be in accordance with generally accepted accounting principles.

3.02. Audits. The above accounts and records of the Grantee shall be audited in the same manner as all other accounts and records of the Grantee are audited and may be audited or inspected on the Grantee's premises or otherwise by individuals or organizations designated and authorized by the Council at any time, following reasonable notification to the Grantee, for a period of six (6) years following the completion of the Project activities or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Pursuant to Minnesota Statutes section 16C.05, subdivision 5, the books, records, documents and accounting procedures and practices of the Grantee that are relevant to this Agreement are subject to examination by the Council and either the Legislative Auditor or the State Auditor, as appropriate, for a minimum of six (6) years.

3.03. Reporting and Continuing Requirements. The Grantee will report to the Council on the status of the Project activities described in Attachment A, the expenditures of the grant funds, and the source and expenditure of the dollar-for-dollar match funds required under Section 2.02. Submission of properly completed payment request forms (with proper documentation) required under Section 2.10 will constitute periodic status reports. The Grantee also must complete and submit to the Council a grant activity closeout report. The closeout report form must be submitted with the final payment request form or within 120 days after the expiration or termination of this Agreement, whichever occurs earlier. Within 120 days after the Expiration Date, the Grantee must complete and submit to the Council a certification of expenditures of funds form signed by the Grantee's chief financial officer or finance director. The form and content of the closeout report and certification form will be determined by the Council. These reporting requirements, the reporting requirement of Section 2.05 and the eminent domain restrictions stated in Sections 2.08 and 2.09 shall survive the expiration or termination of this Agreement.

3.04. Environmental Site Assessment. The Grantee represents that a Phase I Environmental Site Assessment or other environmental review has been or will be carried out, if such environmental assessment or review is appropriate for the scope and nature of the Project activities funded by this grant, and that any environmental issues have been or will be adequately addressed.

IV. AGREEMENT TERM

4.01. Term. This Agreement is effective upon execution of the Agreement by the Council. Unless terminated pursuant to Section 4.02, this Agreement expires on the Expiration Date identified at Page 1 of this Agreement and **ALL GRANT FUNDS NOT EXPENDED BY THE GRANTEE PRIOR TO THE EXPIRATION DATE SHALL REVERT TO THE COUNCIL.**

4.02. Termination. This Agreement may be terminated by the Council for cause at any time upon fourteen (14) calendar days' written notice to the Grantee. Cause shall mean a material breach of this Agreement and any amendments of this Agreement. If this Agreement is terminated prior to the Expiration Date, the Grantee shall receive payment on a pro rata basis for eligible Project activities described in Attachment A that have been completed prior to the termination. Termination of this Agreement does not alter the Council's authority to recover grant funds on the basis of a later audit or other review, and does not alter the Grantee's obligation to return any grant funds due to the Council as a result of later audits or corrections. If the Council determines the Grantee has failed to comply with the terms and conditions of this Agreement and the applicable provisions of the Metropolitan Livable Communities Act, the Council may take any action to protect the Council's interests and may

LOCAL HOUSING INCENTIVES ACCOUNT

refuse to disburse additional grant funds and may require the Grantee to return all or part of the grant funds already disbursed.

4.03. Amendments and Extension. The Council and the Grantee may amend this Agreement by mutual agreement. Amendments or an extension of this Agreement shall be effective only on the execution of written amendments signed by authorized representatives of the Council and the Grantee. If the Grantee needs additional time within which to complete the Project, the Grantee must submit to the Council **AT LEAST NINETY (90) CALENDAR DAYS PRIOR TO THE EXPIRATION DATE**, a resolution of the Grantee's governing body requesting the extension and a written extension request. The form and content of the written extension request and instructions for requesting an extension are available online at: <http://www.metrocouncil.org/services/livcomm/LCAGrantExtensions.htm>. **THE EXPIRATION DATE MAY BE EXTENDED ONLY ONCE. THE PERIOD OF THE ONE-TIME EXTENSION SHALL NOT EXCEED ONE (1) YEAR BEYOND THE ORIGINAL EXPIRATION DATE IDENTIFIED AT PAGE 1 OF THIS AGREEMENT.** The Grantee's extension request must be approved by the governing body of the Metropolitan Council.

V. GENERAL PROVISIONS

5.01. Equal Opportunity. The Grantee agrees it will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local civil rights commission, disability, sexual orientation or age and will take affirmative action to insure applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training.

5.02. Conflict of Interest. The members, officers and employees of the Grantee shall comply with all applicable state statutory and regulatory conflict of interest laws and provisions.

5.03. Liability. Subject to the limitations provided in Minnesota Statutes chapter 466, to the fullest extent permitted by law, the Grantee shall defend, indemnify and hold harmless the Council and its members, employees and agents from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the conduct or implementation of the Project activities funded by this grant, except to the extent the claims, damages, losses and expenses arise from the Council's own negligence. Claims included in this indemnification include, without limitation, any claims asserted pursuant to the Minnesota Environmental Response and Liability Act (MERLA), Minnesota Statutes chapter 115B, the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended, United States Code, Title 42, sections 9601 *et seq.*, and the federal Resource Conservation and Recovery Act of 1976 (RCRA) as amended, United States Code, title 42, sections 6901 *et seq.* This obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and the Grantee. The provisions of this section shall survive the expiration or termination of this Agreement. This indemnification shall not be construed as a waiver on the part of either the Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466, or other applicable state or federal law.

5.04. Acknowledgments. The Grantee shall acknowledge the financial assistance provided by the Council in promotional materials, press releases, reports and publications relating to the Project activities described in Attachment A which are funded in whole or in part with the grant funds. The acknowledgment should contain the following language:

LOCAL HOUSING INCENTIVES ACCOUNT

Financing for this project was provided by the Metropolitan Council Metropolitan Livable Communities Fund.

Until the Project activities funded by this Agreement are completed, the Grantee shall ensure the above acknowledgment language, or alternative language approved by the Council's authorized agent, is included on all signs located at Project or construction sites that identify Project funding partners or entities providing financial support for the Project.

5.05. Permits, Bonds and Approvals. The Council assumes no responsibility for obtaining any applicable local, state or federal licenses, permits, bonds, authorizations or approvals necessary to perform or complete the Project activities described in Attachment A. The Grantee and its developer(s), if any, must comply with all applicable licensing, permitting, bonding, authorization and approval requirements of federal, state and local governmental and regulatory agencies, including conservation districts.

5.06. Subgrantees, Contractors and Subcontractors. The Grantee shall include in any subgrant, contract or subcontract for Project activities appropriate provisions to ensure subgrantee, contractor and subcontractor compliance with all applicable state and federal laws and this Agreement. Along with such provisions, the Grantee shall require that contractors and subcontractors performing work covered by this grant comply with all applicable state and federal Occupational Safety and Health Act regulations.

5.07. Stormwater Discharge and Water Management Plan Requirements. If any grant funds are used for urban site redevelopment, the Grantee shall at such redevelopment site meet or require to be met all applicable requirements of:

- (a) Federal and state laws relating to stormwater discharges including, without limitation, any applicable requirements of Code of Federal Regulations, title 40, parts 122 and 123; and
- (b) The Council's *2030 Water Resources Management Policy Plan* and the local water management plan for the jurisdiction within which the redevelopment site is located.

5.08. Authorized Agent. Payment request forms, written reports and correspondence submitted to the Council pursuant to this Agreement shall be directed to:

Metropolitan Council
Attn: LCA Grants Administration
390 Robert Street North
Saint Paul, Minnesota 55101-1805

5.09. Non-Assignment. Minnesota Statutes section 473.254, subdivision 6 requires the Council to distribute the grant funds to eligible "municipalities" or "development authorities" for projects in municipalities participating in the Local Housing Incentives Account program. Accordingly, this Agreement is not assignable and shall not be assigned by the Grantee.

LOCAL HOUSING INCENTIVES ACCOUNT

5.10. Warranty of Legal Capacity. The individuals signing this Agreement on behalf of the Grantee and on behalf of the Council represent and warrant on the Grantee's and the Council's behalf respectively that the individuals are duly authorized to execute this Agreement on the Grantee's and the Council's behalf respectively and that this Agreement constitutes the Grantee's and the Council's valid, binding and enforceable agreements.

IN WITNESS WHEREOF, the Grantee and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

CITY OF ROSEVILLE

By: _____

Title: _____

Date: _____

METROPOLITAN COUNCIL

By: _____

Guy Peterson, Director
Community Development Division

Date: _____

By: _____

Title: _____

Date: _____

Approved as to form:

By: _____

Title: _____

Date: _____

ATTACHMENT A

APPLICATION FOR LOCAL HOUSING INCENTIVES ACCOUNT FUNDS

This attachment comprises this page and the succeeding page(s) which contain(s) a summary of the Project identified in the application for Local Housing Incentives Account grant funds submitted in response to a Request for Proposals issued by the Metropolitan Housing Implementation Group for the Funding Cycle identified at Page 1 of this Agreement. The summary reflects the proposed Project for which the Grantee was awarded grant funds by the Council Action, and may reflect changes in Project funding sources, changes in funding amounts, or minor changes in the proposed Project that occurred subsequent to application submission. The application is incorporated into this Agreement by reference and is made a part of this Agreement as follows. If the application or any provision in the application conflicts with or is inconsistent with the Council Action, other provisions of this Agreement, or the Project summary contained in this Attachment A, the terms, descriptions and dollar amounts reflected in the Council Action or contained in this Agreement and the Project summary shall prevail. For the purposes of resolving conflicts or inconsistencies, the order of precedence is: (1) the Council Action; (2) this Agreement; (3) the Project summary; and (4) the grant application.



PROJECT SUMMARY

Applicant: City of Roseville
Project Name: Sienna Green Phase II
Project Location: 2275 Snelling Avenue North
Council District: 10 – Kris Sanda

SG010-125

Project Description:

The project involves the new construction of a 50-unit, four-story apartment building of a phased development. This development will transform an under-utilized surface parking lot into a vibrant apartment community, located on a 1.1 acre parcel of land adjoining the existing Sienna Green Phase I development.

The project will have 4 one-bedroom, 30 two-bedroom, and 16 three-bedroom units. All units will be affordable to households at 50% or less of area median income (\$42,000 for a family of four). Four of those units will be set aside and marketed to households experiencing long-term homelessness. Rents (including utilities) will range from \$698 to \$1,062.

Local resources used to match the LHIA funds will be \$938,610 in TIF that the city has dedicated to this project. LHIA funds will be used for eligible construction costs of the units. Previous LCA grant awards for this development include two LCDA grants, \$305,000 in 2007 (Phase I), and \$202,100 in 2009, and one TBRA grant, \$121,500 in 2007 (Phase I).

Funding:

Amount requested: \$300,000

Amount recommended: \$300,000

Amount Requested	Amount Recommended	Use of Funds	Scheduled Completion Date
\$300,000	\$300,000	Eligible construction costs for a 50-unit four-story building with four one-bedroom apartments, 30 two-bedroom apartments, and 16 three-bedroom apartments.	12/31/12

dy

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF ROSEVILLE, MINNESOTA
AND SNELLING AVENUE, LLC

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by and between the City of Roseville, “the City,” and Snelling Avenue LLC, “the Developer.”

A. PURPOSE

1. The purpose of this MOU is to identify the responsibilities of the City and the Developer in regards to the implementation of a grant awarded to the City by the Metropolitan Council through the Local Housing Incentives Account for the Sienna Green Phase 2 project. Nothing in this agreement shall be construed as altering the terms and conditions of the grant.

B. THE CITY OF ROSEVILLE SHALL:

1. Pass through grant funding awarded to the City from the Metropolitan Council’s Local Housing Incentives Account (LHIA) in the amount of \$300,000 to the Developer pursuant to the terms of the grant.
2. Prepare reimbursement request forms and provide all back up documentation as required by the Metropolitan Council for the off-site grant funded activities.
3. Review and submit all reimbursement requests completed for the Developer portion of the project to the Metropolitan Council.
4. Submit a request for a grant extension to the Metropolitan Council, if requested by the Developer.
5. Prepare required LHIA grant annual report, final report, and certificate of expenditures, pursuant to Metropolitan Council requirements for onsite grant funded activities for submittal by the City.
6. If requested, work with the Developer to convert grant funds for the onsite grant-funded activities to a loan in accordance with the process set forward in 2.03 of the grant contract.

C. THE DEVELOPER SHALL:

1. Complete the onsite grant-funded improvements described in the grant application.
2. Comply with all applicable state and federal laws and the agreement entered into by the City of Roseville and the Metropolitan Council specific to the LHIA grant.
3. Require contractors and subcontractors performing work covered by the LHIA grant to obtain all required permits, licenses and certifications, and comply with all state and federal Occupational Safety and Health Act regulations, especially the federal Hazardous Waste Operations and Emergency Response standards under Code of Federal Regulations, title 29, sections 1910.120 and 1926.65.

4. Prepare payment request forms and provide all back up documentation as required by the Metropolitan Council for the grant-funded activities and submit the documentation to the City. The Developer must demonstrate that the grant-funded activities have been completed and that the contractor has received payment for this work.
5. Be responsible for the completion of the project described in the grant application within the two-year grant period.
6. Submit a written explanation to the City if the grant funds for the improvements cannot be expended within the timeframe of the grant agreement.
7. If a grant extension is required, request a grant extension at least 100 days before the expiration of the grant agreement.
8. Provide necessary information to the City to complete the LHIA grant annual report, final report, and certificate of expenditures, pursuant to Metropolitan Council requirements for onsite grant funded activities for submittal by the City.
9. If requesting the conversion of the grant to a loan, pay for all attorney fees associated with loan document review and all other costs incurred by the City to convert the grant to a loan.
10. Comply with all terms and conditions of the grant and use the grant funds in the manner and only for such purposes as are set forth in the grant.
11. Provide such additional information and documentation as the City may request from time to time to enable the City to comply with the terms and conditions of the grant.

D. BOTH PARTIES AGREE:

1. **MODIFICATION.** Modifications within the scope of the instrument shall be made only by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
2. **PARTICIPATION IN SIMILAR ACTIVITIES.** This instrument in no way restricts Aeon from participating in similar activities with other public or private agencies, organizations, and individuals.
3. **COMMENCEMENT/EXPIRATION DATE.** This instrument is executed as of the date of last signature and is effective through December 31, 2012, at which time it will expire unless extended.
4. **ASSIGNMENT.** The Developer shall not assign this MOU or its rights or obligations hereunder without the prior written consent of the City.
5. In the event that the Developer shall fail to perform any of its obligations under this Agreement, the City shall have, in addition to all other rights and remedies it has at law or in equity, the right to withhold grant funds until such failure to perform has been cured by the Developer.

87 IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written
88 date below.
89
90
91
92

Snelling Avenue, LLC

By: _____

Title: _____

Date: _____

CITY OF ROSEVILLE

Mayor

By: _____

Title: _____

Date: _____

City Manager

By: _____

Title: _____

Date: _____

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 12 . d

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Appoint a City Representative to the NYFS Board of Directors

BACKGROUND

The Northwest Youth and Family Services (NYFS) is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within northwest Ramsey County and school districts 621, 623 and 282. The City of Roseville has provided financial support to NYFS for many years.

NYFS provides an extensive array of services mental health counseling - dealing with ADHD, depression, family conflict, marital conflict, divorce, anxiety, behavior disorders, self-esteem problems, anger, stress, employment issues, difficult life transitions, chore services for seniors, individuals and families in need and youth with guilty misdemeanor crimes and status offenses.

Councilmember Tammy Pust has served as the City Representative on the Board, but is stepping down from that position.

POLICY OBJECTIVE

Ensure that the City has a representative on the NYFS Board of Directors.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Appoint a City representative to the Northwest Youth and Family Services Board of Directors.

REQUESTED COUNCIL ACTION

Appoint a City representative to the Northwest Youth and Family Services Board of Directors.

Prepared by: William J. Malinen

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 12.e

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Appoint City Representative to Metro Transit Arterial Transitway
Corridors Study Stakeholder Workshop

BACKGROUND

Metro Transit is establishing a stakeholder group to work in an advisory capacity for their Arterial Transitway Corridors Study. The city and Metro Transit have a substantial interest in providing adequate transportation options for our residents. Snelling Avenue is one of the corridors being considered for a Bus Rapid Transit corridor.

Metro Transit has asked the City of Roseville to appoint an elected City Representative to be a part of the Metro Transit Arterial Transitway Corridors Study Stakeholder group. The representative along with the staff representative will provide public support to Metro Transit in preparing the Arterial Transitway Corridors Study and serve as a link between the project and Roseville residents.

The stakeholder group will hold a workshop on June 30 at 8:30 -11:30 a.m. and another date later in 2011.

POLICY OBJECTIVE

Ensure that the City has an elected representative at the Metro Transit Arterial Transitway Corridors Study Stakeholder Workshop.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Appoint a City representative to the Metro Transit Arterial Transitway Corridors Study Stakeholder Workshop.

REQUESTED COUNCIL ACTION

Appoint a City elected representative to the Metro Transit Arterial Transitway Corridors Study Stakeholder Workshop.

Prepared by: Duane Schwartz, Public Works Director

Attachments: A: Metro Transit Letter



MAY 24 2011

May 20, 2011

Via Email and U.S. Mail
<duane.schwartz@ci.roseville.mn.us>

Duane Schwartz
Public Works Director
Roseville
2660 Civic Center Drive
Roseville, MN, 55113

Re: Arterial Transitway Corridors Study Stakeholder Workshop Invitation

Dear Duane Schwartz:

Metro Transit is committed to delivering environmentally sustainable transportation choices that link people, jobs and community conveniently, consistently and safely. One of our guiding principles calls us to engage the community in our decision making as we strive to provide well crafted communication and offer opportunities for public involvement.

To help us achieve this goal, we reach out to community leaders and ask them to work with us in an advisory capacity to influence our planning, programming and facilities. We are pursuing this goal by forming a committee of stakeholders representing policy and technical interests.

Your organization is engaged in the Arterial Transitway Corridors Study. As the staff representative for your organization, please recruit and identify the appropriate elected or policy-level stakeholder to participate in the stakeholder group. By participating on this committee, your organization will have an opportunity to provide public support to Metro Transit in preparing the Arterial Transitway Corridors Study, while serving as a link between the project and your constituents. Broader public engagement activities will follow this meeting. The workshop will introduce the project, describe bus rapid transit concepts explored, and provide an interactive workshop to solicit community discussion and input.

The stakeholder workshop will be held at Hiway Federal Credit Union at 840 Westminister Street in St. Paul from 8:30 a.m. – 11:30 a.m. on Thursday, June 30, 2011. A second, shorter stakeholder meeting will occur late in 2011 to review study results and draft recommendations.

Please indicate the representatives from your organization by completing the attached form and signing where indicated. Return this letter to Jill Hentges, Community Outreach, at Metro Transit via USPS at 560 Sixth Avenue North, Minneapolis, 55411; via email (jill.hentges@metc.state.mn.us) or FAX to 612-349-7548 by June 10, 2011.

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Carlson', written over a horizontal line.

Charles Carlson, AICP
Project Manager, Arterial Transitway Corridors Study
Manager of Transitway Projects, Metro Transit

A service of the Metropolitan Council

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 12.†

Department Approval

Acting City Manager Approval

Christopher K. Miller

Item Description: Review City Manager Goals

BACKGROUND

Annually, the City Council sets goals for the City Manager based on priorities identified by the City Council.

POLICY OBJECTIVE

Provide City Manager with feedback on goals set for 2011.

FINANCIAL IMPACTS

None.

STAFF RECOMMENDATION

Review, accept and confirm 2011 City Manager goals.

REQUESTED COUNCIL ACTION

Review, accept and confirm 2011 City Manager goals.

Prepared by: Bill Malinen, City Manager

Attachments: A: 2011 City Manager Goals

2011 Roseville City Manager Goals

Status

ORGANIZATIONAL AND HUMAN RESOURCES MANAGEMENT

- Continue development of Wellness initiatives
- Complete and implement Employee Handbook
- Pursue improved Labor/Management Relations
- Advocate further examination of e-commerce and e-government concepts

FISCAL/BUSINESS MANAGEMENT

- Refine Priority Based Budget and Capital Investment Plan process
- Develop Biennial Budget process
- Pursue sustainable, long range financial condition
- Continue to strengthen fund reserves per City policies

RELATIONSHIP WITH MAYOR AND COUNCIL

- Continue regular meetings with individual Councilmembers
- Explore electronic meeting materials approaches
- Continue efforts to ensure transparency and openness with Council, staff and public

LONG-RANGE PLANNING/STRATEGIC PLAN

- Conduct annual Council level strategic planning process to provide overall guidance to departments
- Continue to emphasize the *Imagine Roseville 2025* visioning efforts
- Improve integration of strategic planning into budget process

RELATIONSHIP WITH PUBLIC/PUBLIC RELATIONS

- Develop process to ensure uniform and consistent public materials
- Continue development of more open and transparent organization
- Foster and encourage Neighborhood development and outreach
- Foster collaboration between the city and community based organizations, groups, individuals and other agencies

INTERGOVERNMENTAL RELATIONS

- Attend LMC activities
- Implement legislative agenda program
- Establish and maintain contact with appropriate state and federal legislative representatives
- Continue regular meetings with County and regional agencies

Memorandum

Date: June 13, 2011

To: Roseville Residents and Businesses, Fellow City Councilmembers, and City Staff

From: Mayor Dan Roe, City Councilmember Jeff Johnson, City Manager Bill Malinen, and Finance Director Chris Miller

Subject: Partial Capital Funding Plan and Preliminary Subcommittee Report

The Purpose of the Subcommittee

This subcommittee was established by the City Council as the result of the Council/Staff work plan discussions held earlier this year. The subcommittee was made up of Mayor Roe, Councilmember Johnson, City Manager Malinen, and Finance Director Chris Miller. The purpose of the subcommittee was to determine a path to a sustainable capital funding plan for the City in light of the ongoing under-funding of capital replacement needs, and propose a plan for consideration by the community and the City Council.

The Problem

In total, the capital needs for the City for the next 20 years have been estimated to amount to around \$218 million. Of that total, about \$148 million (68% - over two thirds) is un-funded by current sources as projected over the next 20 years. A graphic example of the current situation follows:

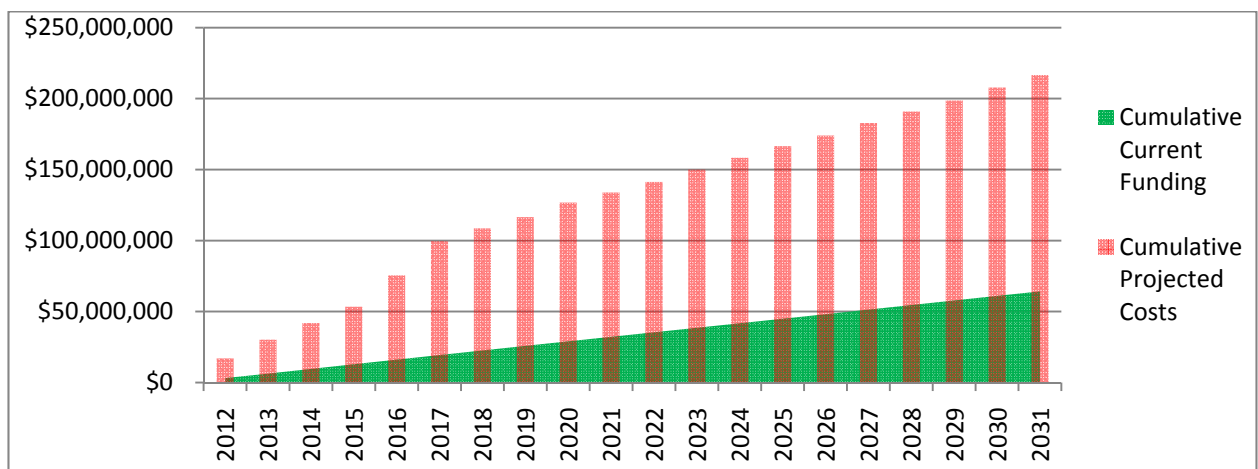


Figure 1. Current Situation - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. All figures are in 2011 dollars.

The Partial Recommendation

Tax-Supported Capital Needs. The tax-supported capital areas (other than Fire Station or Parks and Pathways needs) are Vehicles, Equipment, and Facilities. Vehicles represent City “rolling stock,” from police squad cars to fire trucks to snow plows to utility pick-up trucks. Equipment represents such things as firefighter turn-out gear, police firearms, office furnishings, and the like. Facilities capital needs generally do not include whole buildings, but rather major building systems, such as roof replacements or heating and air conditioning systems. These capital items are the “nuts and bolts” of doing City business on the tax-supported side of the ledger.

Over \$16 million (57%) of the \$28 million in general Vehicle, Equipment, and Facility needs is un-funded using current funding levels and projected costs over the next 20 years.

The subcommittee recommends a long-term solution for Vehicles, Equipment, and Facilities that is a combination of shifting funding from operational costs to capital costs, adding revenues, and transferring existing funds. This recommended solution addresses 100% of the \$16 million shortfall over the next 20 years, and leaves the associated fund balances and annual funding at sustainable levels beyond that time.

The first part of the recommendation is to shift approximately \$300,000 (about 2.0% of the current \$14.7 million levy) from current operating budget funding to capital funding in 2012, and to maintain that shift permanently going forward. Approximately \$115,000 of that amount would annually be dedicated to Vehicle funding, approximately \$115,000 to Equipment funding, and the remaining approximately \$70,000 would be dedicated to Facility funding.

The second part of the recommendation is to increase the annual property tax levy by \$500,000 (3.4% of the current \$14.7 million levy) in 2012, and to maintain that increase permanently going forward. Approximately \$192,000 of that amount would annually be dedicated to Vehicle funding, approximately \$192,000 to Equipment funding, and the remaining approximately \$116,000 would be dedicated to Facility funding.

The third part of the recommendation is to transfer \$750,000 from the General Fund to the Equipment Replacement Fund (which currently has a \$0 balance) in 2012, creating a sustainable fund balance in that fund.

These recommended actions would total an ongoing annual increase in capital funding for Vehicles, Equipment, and Facilities of \$800,000, creating a sustainable funding mechanism for at least the next 20 years. Approximately 40% of the increased funding comes from operating spending cuts and 60% from increased property taxes.

The subcommittee notes that, when anticipated inflationary type cost increases of approximately \$140,000 for 2012 are factored into the equation, assuming no increase in the levy to cover those cost increases, the operational budget cut totals \$440,000, or about 3.0% of the current \$14.7 million levy, bringing the ratio of cuts to new revenues closer to one-to-one (\$440,000 and \$500,000 respectively).

For reference, with implementation of these recommendations, the current City property tax for the median residential property in Roseville would increase from approximately \$588 to \$608, or by \$20 per year. (This estimate is based on a taxable value decrease of 3.7% (from \$214,200 to \$206,300), a tax capacity decrease of 3.7%, and the proposed 3.4% levy increase for capital funding purposes.)

Utility (Water, Sanitary Sewer, and Storm Sewer) Needs. (The subcommittee is still working on a recommendation with respect to the Utility Funds, which is expected to be made at the June 20, 2011, council meeting.)

Fire Station. The subcommittee did not make a specific recommendation as to funding a new fire station, which has no currently programmed funding source. That is because the planning for a new station is an ongoing process, and the likely primary funding source is borrowing (bonding). The subcommittee notes for reference that the annual cost to repay a bond issue of approximately \$7 million over 15 years (assuming that bond amount and term, and assuming a 4% rate) is about \$580,000 per year of additional tax levy and/or program reductions.

As an aside, the subcommittee notes that the Equipment and Facilities capital needs identified in this report *do not* include capital funding for maintaining the use of any of the existing fire stations. (In other words, there is not any “double-counting” in the area of fire station capital funding.)

Parks & Pathways Capital Needs. Another very significant area of under-funding is the area of Parks and Pathways. This has been the case for the last several years at least, and is projected to be so into the future, especially as the new Parks & Recreation System Master Plan implementation is begun. As stated earlier, because the review of the implementation of the Master Plan is currently underway, the subcommittee did not make any specific recommendations related to funding of Park and Pathway capital needs. (The subcommittee has included pathway funding with park capital funding, citing the links between those areas that were noted in the Master Plan.)

Until the Master Plan implementation process is complete, at a minimum the subcommittee recommends maintaining the Parks Improvement Program (PIP) funding at its current tax-supported level of \$185,000 per year.

Additionally, the subcommittee recommends that the Master Plan implementation process take into account the timing of the retirement (pay-off) of current City bond debt for the City Hall and Public Works Building project, which is scheduled to occur in 2018. The retirement of that debt will reduce the annual levy requirement for debt service by approximately \$900,000 per year from that time forward, potentially providing that amount of levy capacity for new borrowing at that time for park needs.

The subcommittee notes that the annual capital cost estimates for the Parks and Pathways areas as they are represented in this report do not yet reflect the recommendations of the Master Plan implementation process, but are rather best staff estimates at this point, although the totals involved represent the needs outlined in the Master Plan, and associated cost estimates.

Street Repair/Replacement and Street Lighting Capital Needs. While there is a significant funding shortfall projected for Streets and Street Lighting capital needs, the subcommittee does not recommend taking a specific action for at least 3 years to correct those shortfalls. This is at least partly because the primary source of funding is State MSA (Municipal State Aid – i.e. gas tax) money, which has been decreasing recently due to changes in driving habits, and which may be re-configured by the legislature in the coming years. In addition, the Street Maintenance Fund balance, which is typically maintained at about \$11 million in order to support the interest earnings that are applied to annual street projects, has grown to about \$13 million at this time, which allows for some time to consider a plan of action for street funding once any potential State funding changes are better known.

The subcommittee does recommend the following near-term actions related to Streets and Street Lighting capital funding: 1) Monitor any changes to MSA funding at the State level; 2) Consider revising the current policy with respect to Pavement Condition Index (PCI) standards for replacing City streets; and 3) Consider reviewing the ability to adjust the City assessment policy to provide some additional funding for street projects to make up for decreased MSA funding. All of these topics would be appropriate to charge to the Public Works, Environment, and Transportation Commission for study.

Other Recommendations. The subcommittee further recommends that, if the State follows through on a plan to re-work the Market Value Homestead Credit program for 2012 and beyond in such a manner that the City's approximately \$450,000 in current annual excess levy is no longer required to cover the lack of MVHC reimbursement from the State, that excess levy capacity be applied toward tax-supported capital funding needs – either to reduce the impacts of the recommendations in this report, or to fund other capital needs.



REQUEST FOR COUNCIL ACTION

Date: 06/13/11
Item No.: 13 . b

Department Approval

Acting City Manager Approval

Item Description: Continue Discussion on a Preliminary 2012 Property Tax Levy

BACKGROUND

As part of the Council's 2012 Budget Calendar, the Council agreed to establish a preliminary not-to-exceed property tax levy at the May 23, 2011 Council meeting. The Council held a brief discussion on this topic at this meeting, but decided to defer any decision until such time that the CIP Task Force has submitted their report at the 6/13/11 Council meeting.

A preliminary levy will guide the development of a City Manager Recommended Budget, and could be used to provide citizens with a preliminary tax impact projection.

In an effort to assist the Council in setting the preliminary property tax levy, Staff has prepared a number of 'decision packages' that highlight the projected need for property tax increases in 2012 and 2013. These decision packages are shown below.

2012 Property Tax Levy Decision Packages

\$60,000 - New Contractual Obligations including dispatch, legal, and audit services.

\$16,000 - Property, Casualty, and Work Comp insurance premiums.

\$46,000 - Motor Fuel & Energy-related costs.

\$20,000 - Supply and Maintenance materials inflationary costs.

\$400,000 - Vehicle & Equipment replacement funding.

\$101,000 - Employee cost-of-living wage and healthcare costs.

In total, these tax levy decision packages amount to \$643,000 in new obligations for 2012.

2013 Property Tax Levy Decision Packages

\$100,000 - New Contractual Obligations including dispatch, legal, and audit services.

\$10,000 - Property, Casualty, and Work Comp insurance premiums.

\$50,000 - Motor Fuel & Energy-related costs.

\$30,000 - Supply and Maintenance materials inflationary costs.

\$100,000 - Vehicle & Equipment replacement funding.

\$150,000 - Employee cost-of-living wage and healthcare costs.

\$xxx,xxx - Fire Station and Park Improvements funding.

In total, these tax levy decision packages amount to a minimum of \$440,000 in new obligations for 2013. This figure will rise significantly depending on the Council's decisions on Fire Station and Park Improvement funding needs.

For comparison purposes, the following table depicts the current 2011 Property Tax Levy Summary:

Program / Function	Levy Amount
Public Safety, Streets, Admin, Legal, & Finance	\$ 10,714,120
Parks & Recreation	2,213,924
Pathway and Boulevard Maintenance	210,000
Building Maintenance & Information Systems	75,000
Debt Service	1,490,000
Total	\$ 14,703,044

It should be noted that the City has already made significant on-going budget reductions over the past several years. Since 2004, the City eliminated or held vacant 10 employee positions in the core service areas of public safety, public works, parks & recreation, finance, and administration. This represents a staffing reduction of 10% in programs that residents have historically rated as a high priority, and resulted in budget savings of \$605,000 annually.

During this same timeframe, the City also reduced supplies and materials, and monies set aside for vehicle and infrastructure replacements.

Property Tax Impact

As noted above, the combined total of the 2012 decision packages is \$643,000. The following chart depicts the monthly property tax impact on a median valued home in Roseville based on varying tax levy increases.

**Monthly Property Tax Increase
For a Median Valued Home**

Current Amount	\$ 51.78
Additional Levy:	
@ \$250,000	\$ 1.00
@ \$300,000	1.20
@ \$400,000	1.60
@ \$500,000	2.00
@ \$600,000	2.40
@ \$700,000	2.80
@ \$800,000	\$ 3.20

As the table indicates, a levy increase of \$250,000 will result in a monthly impact of \$1; a \$500,000 increase will result in an impact of \$2 per month, and so on. Under all of these property tax increase scenarios, the City's local tax rate would remain 25% - 26% below the average for peer communities in the metro area.

These increases are necessary to fulfill the capital infrastructure goals and objectives identified in the Imagine Roseville 2025 process and 20-Year Capital Investment Plan (CIP), as well as maintain the highly-rated services identified in the 2011 Citizen Survey. Alternatively, the Council could choose instead to re-purpose existing budget dollars that are assigned to on-going programs and services. This action however, will reduce service levels.

It should also be noted that the majority of the tax levy increases in the past 5 years were in response to a decline in state aid, interest earnings, and other non-tax revenues; as well as the desire to increase funding for capital replacements such as the arena refrigeration system, park and street improvements, and vehicles.

Staff will be available at the Council meeting to address these decision packages in greater detail.

POLICY OBJECTIVE

Adopting a 2012 property tax increase is consistent with meeting the capital infrastructure goals and objectives identified in the Imagine Roseville 2025 process and CIP, and will help ensure that the City maintains the high priority programs and services identified in the 2011 Citizen Survey.

FINANCIAL IMPACTS

See above.

STAFF RECOMMENDATION

Not applicable.

106 **REQUESTED COUNCIL ACTION**

107 For information purposes only. No formal Council action is necessary.

108

Prepared by: Chris Miller, Finance Director

Attachments: A:

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 13.C

Department Approval

Acting City Manager Approval

Timothy O'Neill

Christopher K. Miller

Item Description: Request For Proposal (RFP) for construction Management Services

BACKGROUND

On March 21, 2011 the Fire Department Building Facility Needs Committee presented the following recommendations to the City Council regarding direction for future fire stations.

After an extensive evaluation of fire department operations, services offered, current building conditions and shortcomings, station locations, and future shared services the committee made a recommendation that the fire department move to a single new fire station on the grounds of the current Fire Station #1 at 2701 Lexington Ave. This recommendation would consolidate the departments' current three station out-dated model into a centrally located station that would better serve the community both today and into the future.

At the conclusion of the recommendations from the Building Facility Needs Committee, the Fire Department requested, and received approval to proceed with Request For Proposal (RFP) for preliminary architectural services. As part of the preparation and educational process required for developing the RFP the fire department learned that the concept of hiring a construction manager early into the project would bring the greatest value to the overall design and construction of the project. The RFP would cover aspects of Phase I of the design process.

Phase I of the process would include the following:

Project Phase I

- Construction Manager must be able to transition from phase I of the project into Phase II of the project which will include final design and construction. Construction Manager must be capable of assuring there is a consistent project management team through the full length of both phase I and II of the project.
- Develop and implement a design phase plan for Phase I & II based on information provided by the City and Architectural firm.
- Assist the City in developing RFP and selection process for Architectural & Engineering services
- Conduct, document and distribute minutes of city, architect, Engineer, and Construction Manager Team Meetings.

- Regular attendance at Planning Project Team (PPT) meetings and City Council meetings/presentations is expected. The Fire Department has developed a PPT for the purpose of assisting design professional(s) in the design development to assure departmental and community focus.
- Develop estimates of probable cost at Design Development and Construction Document stages of the project from information provided by the City and Architectural firm.
- Develop a phase II master project schedule that identifies all major project design and construction milestones.
- Ability to assure for the design, operation, and building management utilizing an environmentally friendly commercial design.
- Apply value engineering/analysis to alternate building systems including advice on “constructability” and “contractibility” decisions made during the pre-design and design phases. Capable of providing information on the trade-offs between alternative building systems as to initial costs, life cycle costs, and construction schedule.
- Verify the design is within budget and will lead to efficient, smooth flowing, and economical construction.

FINANCIAL IMPACTS

The new fire station project incorporates two phases. Phase I will include the preliminary design phase and Phase II will be the final design, planning, and construction elements.

Phase I cost are estimated to be between \$10,000 and \$20,000.

The RFP will be structured so that if Phase II is approved and the same Construction Management firm is utilized the cost of Phase I will be incorporated into the overall cost of the Construction Management Services.

Costs for Phase I will only be paid should Phase II not be approved or if a different Construction Management firm is used for Phase II.

STAFF RECOMMENDATION

Staff recommends Council authorize the fire department to issue an RFP for Construction Management Services for Phase I of the new Fire Station Project using the overall best value process.

REQUESTED COUNCIL ACTION

Motion to authorize the fire department to issue an RFP for Construction Management Services for Phase I of the new Fire Station Project using the overall best value process.

Prepared by: Timothy O'Neill, Fire Chief

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 13.d

Department Approval

Acting City Manager Approval

Timothy O'Neill

Christopher K. Miller

Item Description: Request to provide PERA pension benefit to part-time firefighters

BACKGROUND

The Roseville Fire Department first organized into a Firefighter's Relief Association in September of 1947.

The relief association established its benefit program to be a defined benefit plan, which allows for a specific retirement amount based off months and years of service. The employer bears the full investment risk of a plan of this nature.

The current benefit level is \$30 per month of service, with the option of lump sum payout or monthly pension for life and the life of any spouse upon completion of twenty years of service and age 50.

The fund balance of the Relief Association as of May 2011 was \$8,058,871. The funding for the pension plan is made up of two sources: The first one comes from the State of Minnesota in the form of State Aid. The second comes from city contributions which are necessary when the fund falls below 100% funding level.

Over the past six years the city has contributed an average of \$129,689 over and above the State Aid funding. In 2011 the city is anticipating contributing \$206,000 above the State Aid funding. The amount the city is required to contribute to the fund is dependent on several factors: including the number of retired firefighters receiving pension, the investment market of the fund, and the number of active firefighters on the fire department.

While the number of retired firefighters receiving pensions has been consistent, the other two factors have seen many fluctuations resulting in many peaks and few valleys necessary to stabilize the fund.

Therefore, the fire department would like to request that all new part-time firefighters hired as of June 13, 2011 be offered an alternative to the current Relief Association pension plan. The city would begin offering Police & Fire PERA as the pension benefit to all future part-time firefighters. This change would allow the fire department the ability to better budget pension costs, and over time reduce the cities exposure to the firefighter pension fund.

FINANCIAL IMPACTS

The financial impacts can be broken into two aspects. The first being the new PERA plan. The financial impacts of this plan are the city is required to contribute 14.4% of wages to the firefighter's pension while the employee/firefighter contributes 9.6% of wages. The amount of City contribution will vary depending on the number of firefighters in the pension plan and wages paid. The city and fire department are confident the change in pension will have an overall positive savings impact in both the short and long term.

The second impact will be to the funding of the Relief Association. The city is required by statute to continue providing the State Aid annual funding amount to the Relief Association for as long as the fire department has an operating Relief Association. The funding is provided by the State, so there is no financial contribution from the city once the relief fund balance achieves 100% funding or when the amount required to achieve 100% funding falls below the amount provided by the State Aid funding. Over time the 100% funding ratio of the Relief Association is likely to be achieved providing further savings to the city.

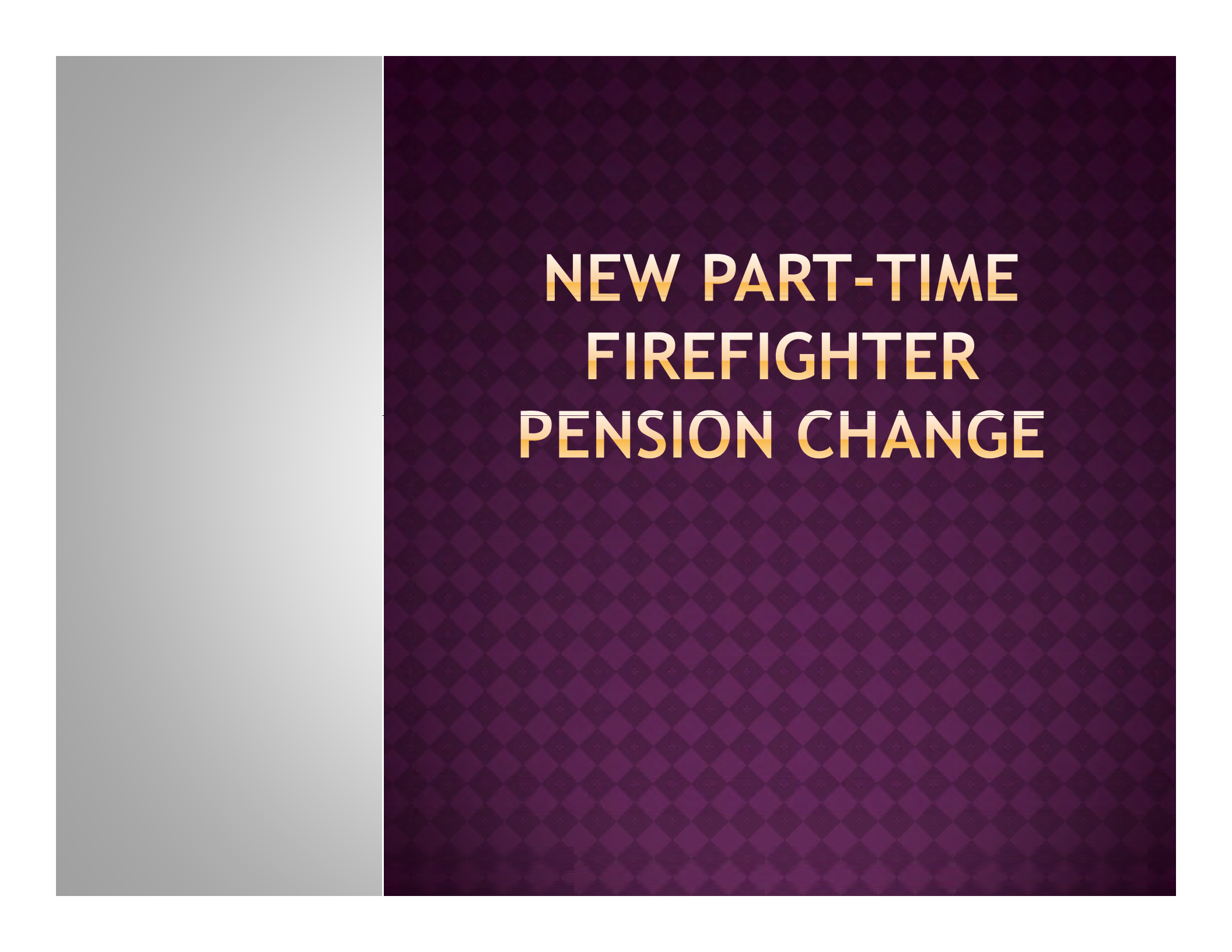
STAFF RECOMMENDATION

Staff recommends Council authorize the fire department to change future city pension benefits offerings for part-time firefighters to Police & Fire PERA.

REQUESTED COUNCIL ACTION

Motion to authorize the fire department to change future city pension benefits offerings for part-time (Paid on Call) firefighters to Police & Fire PERA.

Prepared by: Timothy O'Neill, Fire Chief



NEW PART-TIME FIREFIGHTER PENSION CHANGE

FIRE DEPARTMENT RELIEF ASSOCIATION

- ◉ The Roseville Fire Department organized a Firefighter's Relief Association in 1947.
- ◉ The relief association established a defined benefit retirement plan.
- ◉ Defined benefit plans provide a specific retirement amount based on years of service.

FIRE DEPARTMENT RELIEF ASSOCIATION CURRENT BENEFIT

- ◉ Currently \$30 per month of service.
- ◉ Recipient is given a lump sum payout, or monthly pension option.
- ◉ Monthly payment option provides payment for life of recipient and their spouse.
- ◉ These benefits are paid fully after 20 years of service and after reaching age 50.

FUNDING SOURCES

- ◉ State Aid and City Contributions
- ◉ State Aid is designed to subsidize pensions and disability payments paid to firefighters.
- ◉ The City is required to supplement the state aid to assure relief association account is properly funded.

STATE AID DISTRIBUTION

- ◉ State Aid Distribution occurs through the Property Tax Division
- ◉ State Aid is generated from taxes collected on insurance premiums related to fire, lightning, sprinkler leakage, and extended coverage insurance.
- ◉ These payments are made annually by the state to the city/relief association

CITY CONTRIBUTION

- ◉ Relief Association is required to conduct a actuarial every two years.
- ◉ Actuarial is used to determine normal cost and accrued liability of plan.
- ◉ This information is used to determine the necessary payments the city must make towards the unfunded liability of the Relief Association fund.

FUNDING SUMMARY

- ◉ The next slide will give a five year view of Relief Association Funding contributions including the amount of State Aid received, and the amount the City has had to fund.

FUNDING SUMMARY

Year	State Aid	City Contribution	Total
2006	\$234,587	\$114,083	\$348,670
2007	\$200,220	\$49,780	\$250,000
2008	\$171,025	\$128,975	\$300,000
2009	\$143,353	\$63,875	\$207,228
2010	\$149,000	\$216,500	\$365,500
2011	\$149,000*	\$206,000 *	\$355,000*

*This is budgeted amount

CITY CONTRIBUTION

- ◉ The average annual city contribution to the relief association fund over the past six years has been \$129,868.
- ◉ The average number of active firefighters in the plan has been 62.
- ◉ The average funding amount per active firefighter over the past six years is \$2,095.

PROPOSED CHANGE

- ◉ Proposal will transition future part-time firefighters to the Part-Time PERA retirement system.
- ◉ Plan will provide a more predictable contribution amount for the city.
- ◉ Plan is similar in nature and design to current retirement plan/system offered to other city staff.

PART-TIME PERA

- ◉ Plan is defined contribution.
- ◉ Plan requires both the employer and employee to participate in the contribution process.
- ◉ Would require City Council resolution for each firefighter.

PART-TIME PERA CONTRIBUTION

- ◉ The employer contributes 14.4% of employee income.
- ◉ The employee contributes 9.6% of income.
- ◉ Average part-time firefighter earns \$9,000 annually.

Contribution Amounts	Amount
Employer	\$1,296
Employee	\$864

SUMMARY COMPARISON

Relief Association	Part-Time PERA
Defined Benefit System	Defined Contribution System
Ten year vesting	Five year vesting
Non-Transferable	Transferable
Employer funded	Employee & Employer funded
Average cost to city per active firefighter \$2,095	Average cost to city per active firefighter \$1,296

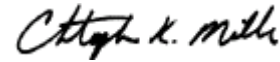
REQUEST FOR COUNCIL DISCUSSION

DATE: **06/13/2011**
ITEM NO: **13.e**

Department Approval:



Acting City Manager Approval:



Item Description: Twin Lakes Regulating Map and Plan Update

1.0 UPDATE

- 1.1 Since the April 11, 2011 presentation to the City Council regarding the nuances of a Regulating Map and Plan and those attributes and amenities within the Twin Lakes Area that should be preserved and/or protected and made part of the Regulating Map and Plan, the Planning Division and Consultant have continued to work on bringing forward the Regulating Map and Plan for Area 1 of the Twin Lakes Redevelopment Area.
- 1.2 On May 4, 2011 Michael Lamb (project consultant with The Cuningham Group) conducted a presentation before the Planning Commission, which included similar information to that previously presented to the City Council. Commissioners asked questions and provided comments as indicated in the attached minutes.
- 1.3 On May 25, 2011, the Planning Division conducted the Public Meeting regarding the Twin Lakes Regulating Map and Plan. The Planning Division mailed out 736 individual notices seeking resident and property owner input into the process. Prior to the public meeting the Planning Division and Consultant met with the property owners within the Twin Lakes Area and/or their representatives to review the Regulating Map and Plan and discuss the ideas for Twin Lakes. Owners asked a number of questions regarding the Regulating Map and Plan and did voice some concerns regarding the initial proposal.
- 1.4 A few of the main points made by property owners within Twin Lakes (or their representatives) is that the proposal is geared more towards zoning (regulating) for a vision and not the market. A few of the property owners also indicated that the initial Map appeared too prescriptive, and stated that whatever plan is approved it needs to be flexible.
- 1.5 The public meeting portion of the evening was attended by 5 citizens (3 residents of the area), 5 Planning Commission Members, 2 City Council Members and 5 Twin Lakes property owners and/or their representatives. This meeting involved information regarding regulating maps, an exercise in understanding how regulating maps work, as well as initial thoughts regarding designs for the Twin Lakes Redevelopment Area.
- 1.6 Commissioners supported the idea of linking to Langton Lake Park which they agreed was an important amenity for the Area 1 portion of the Twin Lakes Redevelopment Area. Residents also agreed the park was important and making connections was appropriate.

2.0 PROPOSED MAP AND PLAN ITEMS

- 2.1 Based on the information gathered from property owners within Area 1, citizens, and Planning Commission Members, the Consultant and the Planning Division have refined the

Map and specific Plan details of the Twin Lakes Regulation Map and Plan.

2.2 The Map will identify a specific pedestrian corridor that is to be a minimum of 30 feet wide and placed over the existing Metropolitan Council sanitary sewer interceptor easement that runs from Mount Ridge Road to Fairview Avenue.

2.3 The Map will include generalized locations for park connections. These connections are designed to be flexible in their location, to better address potential development, for which the connection will be required generally within the circles indicated on the Map.

2.4 Build-to areas have been established along certain frontages. A build-to area affords a developer a range of building placement, from 0 to 25 feet, in which 90% of the linear build-to area must be occupied with a building.

2.5 Build-to areas also cover parking lots in the same manner, by allowing parking to be placed in front yard if specific screening amenities are included.

2.6 Final revisions to the Draft Twin Lakes Regulating Map and Plan are being prepared for the public hearing before the Planning Commission on Wednesday, June 15, 2011. A copy of the draft proposal will be provided to the City Council on Monday, June 13, 2011.

3.0 NEXT STEPS

On Wednesday, June 15, 2011, the Roseville Planning Commission will conduct the public hearing regarding the Draft Regulating Map and Plan for the Twin Lakes Redevelopment Area. Assuming that the Planning Commission forwards the City Council a recommendation, the City Council will take up the adoption of the Twin Lakes Regulating Map and Plan on Monday, June 20, 2011.

4.0 REQUESTED CITY COUNCIL ACTION

No specific action is needed at this time.

Prepared by: Thomas Paschke, City Planner.

Attachment: May 4, 2011 Planning Commission Minutes

EXTRACT OF THE MAY 4, 2011 PLANNING COMMISSION MEETING MINUTES

1. Presentations

a. PROJECT FILE 0017

Twin Lakes Regulating Map and Plan presentation and discussion

City Planner Thomas Paschke introduced Consultant Michael Lamb with Cuningham Group; advising that the purpose of tonight's presentation would be to provide an overview of the Twin Lakes Regulating Map and Plan, as the process moved toward the public open house seeking input on how things should be developed in the Twin Lakes area.

Mr. Paschke provided a brief history of the process to-date, even before the Comprehensive Plan and Zoning Code updates; with designation of the Twin Lakes area geared toward future designation of business use; past redevelopments through the Planned Unit Development (PUD) process, no longer indicated; and creation of a Commercial Mixed Use District for Twin Lakes when the zoning code was adopted by the City Council in 2010. With that adoption, Mr. Paschke noted that a need was established for an additional regulating map and plan related to form-based codes that would address placement of buildings and massing, rather than the previous Euclidian type of zoning that dealt more with specific building heights and setbacks in standard code. Mr. Paschke advised that the map and plan would provide an initial framework to guide future development.

Related to Twin Lakes, Mr. Paschke referenced the Twin lakes Urban Design Principles that were currently in place, and while needing modification included many good foundations that would be incorporated into the regulating plan; and in final form may be indicated on the regulating map itself. Mr. Paschke noted that there were different kinds of blocks, corridors, and connections, but the goal was to move forward with a framework to receive public input in mid-May, followed by a public open house to refine and finalize the plan for public hearing at a Special Planning Commission in June, with a date yet to be determined by the Commission, and facilitating timing for public notice requirements; with the ultimate goal of forwarding the Planning Commission's recommendations to the City Council at their last meeting in June.

At the request of Chair Boerigter, Mr. Paschke confirmed that the regulating map and plan would incorporate elements of the Urban Design documents for their review at the June special meeting; with the plan providing more detail or design standards articulated within that document; with the map serving to go beyond how traditional codes and maps were discerned.

Michael Lamb

Mr. Lamb provided a brief overview of the components used in a regulating map approach, more specific and proactive than laying out zoning districts, while letting development happen. Mr. Lamb advised that the regulating map basically outlined the area contained within the Cleveland to Fairview Avenues and County Roads C to C-2; with Langton Lake park classified as one of two urban parks that were well-developed with trails and path improvements. Mr. Lamb highlighted portions of Zoning Code, Section 1005.01 for Commercial and Mixed Use District, its statement of purpose, and the guidance for an appropriate mix of commercial development, conveniently and safely accessible, a mix of land uses, and appropriate transitions, while addressing sustainable design practices. Mr. Lamb concurred with the statement of Mr. Paschke in that the Twin Lakes Urban Design Principles provided a basis for the mixed use district land use patterns, streets, and public spaces; and addressed such principles and considerations as mixed use; connection to public spaces; commercial visibility; transition and connectivity; gateways; dispersed parking; walkability; public edge; range of transportation modes; street lighting; etc.

Mr. Lamb noted that the development was “set to” a street as a composition rather than created by setbacks; and provided various examples from the Grand/Excelsior area of St. Louis Park originally laid out through a Charrette Master Plan process in 1996; and how a similar process, not design, would relate to Twin Lakes. Some of the past or current design practices, compared to proposed design practices specific to the focus of a regulating map versus a zoning map, included: mixed use versus single use; building frontage versus yards and buffers; build-to line versus setbacks; pedestrian-oriented versus auto-oriented; connectivity versus separation; street as place versus street as mover; all with the intent to create an arrangement of urban components into a pedestrian-oriented place, allowing for flexible use, but establishing a predictable form.

Mr. Lamb concentrated on how to unlock the value of Langton Lake Park as a valuable asset and connect that feature to work with other real estate around it; and through the use of existing rights-of-ways, easements, parks, a series of connectors or corridors to move vehicles; pedestrian connections; parking and site access – all providing a framework for how this site would develop in the future. Mr. Lamb emphasized that the opportunity is Langton Lake Park itself, and that it just needed opened up to the larger area through using streets, corridors and connectors, with a composition of streets rather than just uses. Mr. Lamb discussed examples of how streets could be defined and regulated to achieve that purpose.

In concluding his presentation, Mr. Lamb reviewed the already held steps with an initial review by the City Council similar to this review by the Planning Commission; with the next steps for the public open house to receive input; a public hearing at the Planning Commission level to hear public response to the proposal, followed by recommendation by the Commission based on the public and their review; followed by City Council review and approval.

Discussion among members, Mr. Paschke and Mr. Lamb included how to define the map as a tool to apply the Zoning Code designation as Commercial/Mixed Use in the Twin Lakes Redevelopment Area; clarifying that examples shown of St. Louis Park, mixes uses at Larpenteur and Snelling, or on Rice Street in Little Canada were not necessarily indicative of the intended look for Twin Lakes, or even were emphasizing excessive mixed use development, but were used to provide an example of buildings closer to the sidewalk and/or street rather than set back further with a parking lot in front.

Mr. Lamb noted the need for the regulating map and plan to provide enough flexibility to address future development, design trends, and how they assist in guiding the development based on a set of general parameters that can be calibrated in practical use.

Member Boguszewski questioned if these proposed design standards were not counter-productive to prevailing trends in Roseville for wider setbacks, more open space, better visualization; with this development seemed to be an experiment leaning in the other direction with an urban feel within a suburban area.

Mr. Paschke further clarified that this was not an experiment, and that this type of design or type of development was supported since approximately 2007 when the *Imagine Roseville 2025* community visioning process was undertaken, as well as throughout development of the 2030 Comprehensive Plan update leading to the Zoning Code update, and now this Twin Lakes Redevelopment Area regulating map and plan. Mr. Paschke noted the number of years invested in addressing those concerns raised in the community, and to bring resolution forward, with the elimination of PUD's and a zoning code designed with a composition to achieve the goals defined by the community at large.

Member Boguszewski clarified that it wasn't his attempt to imply that he wanted to move backwards, and noted that his personal feeling was one of excitement in getting to something unique and different in one area of the City.

Member Gisselquist noted that differing viewpoints came up from time to time since last fall's discussions on the zoning code and design standards; however, he

voiced his excitement in proceeding with this part of the larger vision and as a whole, and as envisioned by citizens driving the various processes to-date; opining that it represented an interesting concept for the Twin Lakes area. Member Gisselquist also noted the natural reservations in implementing the design standards, since it was contrary to those standards used when Roseville originally developed in the 1950's and 1960's with wide-open parking lots in front of buildings. While not anticipating that the design concept should be implemented across the entire city, Member Gisselquist opined that it was exciting to consider it in this area.

Further discussion included how to incorporate areas of interest or charm within a larger footprint; how to set the table for private investment and provide the ability for that land to be invested in to maintain its long-term value; the objective to drive new development for their benefit as well as the City's to recoup the investment it had already expended on infrastructure in the Twin lakes area; differentiation of this area from Arbor Lakes in Maple Grove, Centennial Lakes in Edina, or Main Street in Hopkins, with those developments done at a different time with a different market than currently found for development or redevelopment; shared characteristics exclusive to the relationship between buildings, streets and sidewalks and how a composition was to work; how to maximize and organize development around a street, with the regulating map providing flexibility to make use of the lake as an amenity and further reinforce real estate values and take advantage of open spaces through connections.

Mr. Lamb noted the topography and buffer issues to be addressed in the Twin Lakes area as part of any future development, and as a consideration for the regulating map; and address the existing characteristics to use them for their maximum value, such as easements, rights-of-way, short connections, and their relationship to Langton Lake and Langton Lake Park to direct where development would occur.

Additional discussion included the next review by the Planning Commission before making recommendation to the City Council of the proposed regulating map and plan; indications of where additional streets, whether for vehicles or pedestrian access and private or public, may be indicated but not currently on the map; recognizing the differences in previous proposals for the Twin Lakes area compared to how it may actually develop; access to interior lots (e.g. north of Prior) and how that will impact the type of development; and possible recommendation of staff and the consultant on a street north of Prior to provide access, or individual parcels assembled to provide value to future development; and terrain issues east of Mount Ridge Road and County Road C-2 while retaining the buffers already in place, but providing an opportunity to finesse and

explore various options depending on whether it developed as residential or office use.

Further discussion included the viability of mixed use and whether it was still a desirable use given the ongoing and/or frequent number of vacancies in many of those types of developments.

Chair Boerigter noted the previous direction from the community in not wanting more destination retail for Roseville; continued disinterest in a big box retailer in the Twin Lakes area; and the limited potential for small shops and allowing for pedestrian access by foot or bicycle; and what options remained other than MDR or HDR with some limited mixed use. Chair Boerigter noted that the community's vision didn't appear to be a downtown feel, or regional shopping draw; and questioned the actual majority vision for the area and if it was being addressed by focusing on a new urbanism.

Mr. Lamb advised that his and staff's approach is that there was not a determination being made on what goes into the Twin Lakes area, whether mixed use, HDR, commercial or office use, but allowing for enough flexibility to facilitate the community's vision for livable wage jobs at whatever use developed rather than minimum wage jobs such as would be found at a big box retailer. Mr. Lamb identified with comments of Commissioners on what would or would not work in this current economy, with indicators being that some smaller mixed uses, but not larger mixed uses depending on what the market could deliver; but ways to provide incentives to developers to achieve that employment base. Mr. Lamb noted the need for amenities surrounding the Metropolitan Transit's park and ride facility; and the potential for the area and its proximity to the Northeast Diagonal for future long-term transit corridor uses, in addition to the existing great public amenities in Roseville. Mr. Lamb advised that the intent was to make it all work together; while recognizing the multiple visions that could occur in Twin Lakes.

Mr. Paschke clarified that the regulating map would not be specific enough to provide a template for a developer, but identifying what could be built and what could not be built based on the map and plan dictating where development could occur, not the specific use, but a development's connection and interaction with primary streets, accesses, corridors, whether structures could be single or multi-story, and their massing and density. Mr. Paschke advised that the use was already set through Commercial Mixed Use Zoning District designation.

Further discussion included how to arrange a structure on a site to reinforce walkability or liability of a street, identifying Langton Lake Park as a connection for residential areas and potential future residential areas; and how to make that

park an asset for workers, residents, and the entire community. Mr. Lamb noted his observations with people currently using the west side of Langton Park for walking, creating a destination already; and the need to emphasize the flexibility of that asset, whether on the site itself, or by creating corridor streets that help connect the park with other areas to recognize its benefit.

Mr. Paschke reviewed the next step for the Planning Commission and their next view of the map and plan after the public engagement process and open house to understand better what the community would like to see, once they understand the purpose of a regulating map. Mr. Paschke advised that the plan would provide the details: building heights, articulation of those buildings, how to achieve corridors and their proposed types, a pedestrian corridor plan reserved for pedestrian access with no building in that specific area, areas where buildings could locate. As an example, Mr. Paschke noted the existing Metropolitan Council's interceptor pipe and easement that couldn't be built on, but could accommodate a pedestrian corridor allowing it to be maximized to bring people to the park and create a natural separation between potential uses. Mr. Paschke advised that the plan would address many such opportunities, areas dedicated or reserved, and how it all ties together with specific design standards and zoning code requirements.

Mr. Lamb advised that the plan and map would be used synonymously through diagrams for the public, with Langton Lake Park highlighted as an asset to reinforce, protect and use as a valuable resource for future development, with graphic lines on the map indicating "no build" areas and potential paths and connections. Mr. Lamb further noted that the public open house would be done in a workshop format with model block sizes to try various arrangements to better understand how and where a use could be arranged to work within various areas.

Mr. Paschke advised that staff was still working out the details, but would advise the proposed time table for the upcoming meetings as soon as possible and meeting publication notice requirements and identifying a process for noticing the public.

Chair Boerigter thanked staff and Mr. Lamb for the presentation; and encouraged the use of as many sources as possible to get as much public involvement and attendance at the open house as possible.