

City Council Agenda

Monday, January 30, 2017 City Council Chambers

(Times are Approximate – please note that items may be earlier or later than listed on the agenda)

6:00 p.m.	1.	Roll Call	
		Voting & Seating Order: Laliberte, McGehee, Willmus, Etten, and Roe	
6:01 p.m.	2.	Pledge of Allegiance	
6:02 p.m.	3.	Approve Agenda	
6:05 p.m.	4.	Public Comment	
	5.	Recognitions, Donations and Communications	
6:10 p.m.		a. Proclamation of Black History Month	
6:12 p.m.		b. Proclamation of Optimist Day	
6:15 p.m.	6.	Items Removed from Consent Agenda	
	7.	Business Items	
6:20 p.m.		a. Review of Draft Ordinance Prohibiting the Sale of Dogs and Cats in Pet Stores	
6:50 p.m.		b. Consider Amending City Code Chapter 304: Lawful Gambling	
7:10 p.m.		c. Public hearing and consideration of the Currency Exchange License Renewal for 2017 for Pawn America Minnesota, LLC, 1715 Rice Street.	
7:25 p.m.		d. Consider Renewal of Speak Up Roseville Contract	
7:45 p.m.		e. Update on the greater notification pilot program and fees changes to certain application processes.	
	8.	Approve Minutes	
8:00 p.m.	9.	Approve Consent Agenda	
		a. Approve Payments	
		b. Approve Business & Other Licenses & Permits	

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- c. Approve General Purchases and Sale of Surplus Items in Excess of \$5,000
- d. Authorize Staff to Release RFP for Transportation Plan
- e. Approve Annual Contract with Northeast Youth and Family Services
- 8:05 p.m. **10. Council and City Manager Communications, Reports and Announcements**
- 8:10 p.m. 11. Councilmember Initiated Future Agenda Items and Future Agenda Review

Closed Session

8:15 p.m. 1. City Manager Performance Review

Reconvene Open Session

8:45 p.m. **12. Adjourn**

Some Upcoming Public Meetings......

Wednesday	Feb 1	1:00 p.m.	Police Civil Service Commission (Annual Meeting)
Wednesday	Feb 1	6:30 p.m.	Planning Commission
Tuesday	Feb 7	6:30 p.m.	Parks & Recreation Commission
Thursday	Feb 9	6:30 p.m.	Community Engagement Commission
Monday	Feb 13	6:00 p.m.	City Council Meeting
Tuesday	Feb 14	6:30 p.m.	Finance Commission
Wednesday	Feb 15	6:00 p.m.	Human Rights Commission
Monday	Feb 20		City Offices Closed - Presidents' Day
Wednesday	Feb 22	6:30 p.m.	Comp Plan 2040 Update
Monday	Feb 27	6:00 p.m.	City Council Meeting
Tuesday	Feb 28	6:30 p.m.	Public Works, Environment & Transportation Commission

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

Date: January 30, 2017

Item: 5.a



Black History Month February 2016

Whereas: The City of Roseville is committed to recognizing and honoring the contributions of all members of our community; and

Whereas: Negro History Week was established in 1926 by Dr. Carter Godwin Woodson as a way to neutralize the deliberate distortion of Black History; and

Whereas: This movement grew over the years to Black History Month to give an objective and scholarly balance in American and World History; and

Whereas: The month of February was selected as Black History Month because it marks the birth of Frederick Douglass, W.E.B. DuBois, Langston Hughes and Abraham Lincoln, leaders whose actions greatly impacted the lives of the American black population; and

Whereas: The contributions African Americans made to our nation's economic strength as well as to our history, music, arts, written words and discoveries are often overlooked; and

Whereas: On January 1, 1863, the Emancipation Proclamation set the United States on the path of ending slavery, and on August 27, 1963, hundreds of thousands of Americans, blacks and whites, joined the March on Washington to the memorial of Abraham Lincoln, the author of the Emancipation Proclamation, in pursuit of the ideal of equality of citizenship; and

Whereas: In 2017, Black History Month honors "The Crisis in Black Education," focusing on the crucial role of education in the history of African Americans; and

Whereas: The City of Roseville invites all members of the Roseville community to renew their commitment to ensuring racial equality, understanding and justice.

Now, Therefore Be It Resolved that the City Council hereby declare February 2016 to be Black History Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this thirtieth day of January 2017.

Mayor Daniel J. Roe

Date: January 30, 2017

Item: 5.b



Optimist Day

Whereas: Members of Optimist International will celebrate OPTIMIST DAY throughout the world the first Thursday of every February to promote their efforts in helping and recognizing the young people that make a difference in their communities and who will encourage a greater exchange of ideas between young people and adults, and;

Whereas: There are 2400 Optimists Clubs, with more than 70,000 Members, in Optimists International and Optimist members throughout the world that carry out more than 6500 service projects that serve six million young people a year;

Whereas: There is now a Roseville Area Optimist Club that recently became organized and chartered;

Now, Therefore Be It Resolved, that I, Dan Roe, Mayor of the City of Roseville, issue this Proclamation declaring the first Thursday of every February as Optimist Day in the City of Roseville. May this day instill pride in our city's Optimists for the impact they have in making a difference in our community and in the lives of members of our community.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 30th day of January, 2017.

Mayor Daniel J. Roo

REQUEST FOR COUNCIL ACTION

Date: January 30, 2017

Item No.: 7.a

Department Approval City Manager Approval

Para / Truggen

Item Description: Review of Draft Ordinance Prohibiting the Sale of Dogs and Cats in Pet Stores

BACKGROUND

- At the December 5, 2016 meeting, the City Council discussed the creation of an ordinance that would
- prohibit the sale of dogs and cats by a pet store but would allow for a collaboration between a pet store
- and animal shelter or rescue organization to showcase adoptable dogs and cats. The minutes from that
- 5 meting are included as Attachment A. Based on that discussion and information submitted by the
- 6 Minnesota Chapter of the Humane Society of America, the City Attorney has drafted an ordinance that
- bans the sale of dogs and cats in pet stores and only allow adoption of dogs and cats in those places of
- 8 business. (Attachment B)
- 9 Besides prohibiting the sale of dogs and cats, a pet store would need to display and maintain a
- "certificate of source" regarding the origin of the dog or cat within three feet of the animal's cage. A
- violation of the code would be cited as an administrative offense as stated in Section 102.01C
- (Attachment C). Under the current draft, the ordinance would take effect 180 days after passage and
- publication.

14 POLICY OBJECTIVE

To determine whether pet stores should be regulated and/or licensed in the City of Roseville.

16 FINANCIAL IMPACTS

- 17 City costs cannot be determined at this time. Adopting an ordinance will require staff time to ensure
- compliance with the ordinance.

9 STAFF RECOMMENDATION

- 20 Staff suggests that the City Council review the draft ordinance, suggest any modifications to the draft
- ordinance, and schedule a public hearing at a future meeting to formally consider the ordinance.

22 REQUESTED COUNCIL ACTION

- 23 Provide feedback to the current draft ordinance and schedule a public hearing to formally consider the
- ordinance.

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021 pat.trudgeon@cityofroseville.com

Attachments:

A: City Council Minutes dated December 5, 2016
 B: Draft Ordinance regarding the sale of dogs and cats by pet stores drafted by the City Attorney.
 C: Section 102.01 (C) of the Roseville City Code regarding Administrative Offenses.

Mayor Roe noted the grey area in needing to balance the humaneness and theoretical habitat that could be supported with those who enjoyed having the deer within the community, each having their own valid points of view.

Roll Call

Ayes: Willmus, Etten, Laliberte and Roe.

Nays: McGehee. Motion carried.

Mayor Roe thanked the Parks & Recreation Commission and Mr. Brokke for their work on this issue; and thanked the public for their feedback and public discussion throughout the process.

15. Business Items – Presentations/Discussions

a. Pet Store Licensing

As detailed in the RCA and related attachments, City Manager Trudgeon provided an updated draft ordinance regarding the sale of dogs and cats by pet stored (Attachment B), as modeled by the Humane Society of America, Animal Folks Minnesota and the Animal Humane Society. Since this citizen-requested ordinance was a result of media coverage about conditions of animals being sold at the Har Mar Mall Pet Store in Roseville, Mr. Trudgeon advised that the owner was in attendance tonight, as he had been at the September 19, 2106 City Council meeting (Meeting minutes attached as Attachment A), to present his viewpoint. Mr. Trudgeon sought direction to staff; noting that City Attorney Gaughan had reviewed the draft ordinance and may also have additional comments.

Mayor Roe recognized City Attorney Gaughan at this time, who advised that his review at this point had not been in-depth depending on the direction of the City Council. However, Mr. Gaughan encouraged the City Council to think about what it was trying to accomplish before getting into too deep of a discussion about a potential ordinance, given that this is ordinance would serve as a criminal ordinance, with past discussions having taken place as to the limitations of such a law used as a regulatory enforcement mechanism. Once the City Council defines its preferred intent and direction to staff, Mr. Gaughan advised that he could then highlight some of those limitations and points within this proposed ordinance.

As part of his review of public comment protocol and process, Mayor Roe clarified that the City Council was not being asked to adopt an ordinance tonight, but simply to provide feedback and direction to staff in the context of this proposed ordinance model. Mayor Roe stated that he was interested to hear additional public comment tonight from the audience, at which time things could change further.

Councilmember McGehee stated that the most helpful thing to her at this point would be to hear in particular from people with experience in ways to handle this situation or suggestions to help the City Council in their subsequent discussion rather than elaborating on the background of puppy mills, but to provide useful information from which to frame future discussions or action.

Mayor Roe agreed that was a very well-stated objective put forth by Councilmember McGehee.

Public Comment

Written email comment specific to this issue had been received and provided as bench handouts, attached hereto and made a part hereof, as follows:

Dated December 4, 2016 Diane Hilden; Roseville resident, in support of a humane pet store model; dated December 1, 2016 from Bonnie, Roseville resident, in support of an ordinance prohibiting the sale of dogs and cats acquired from breeding facilities; dated December 1, 2016 from Ward & Cindy Schwie, Roseville residents, in support of a humane ordinance in Roseville; and dated December 5, 2016 from Sara Barsel and Randy Neprash, Roseville residents, in support of a human pet store ordinance model.

Christine Coughlin, MN State Director, The Humane Society of the United States, 2615 34th Avenue S, Mpls., MN (HSA)

Ms. Coughlin referenced her previous attendance at the September 2016 City Council meeting and discussion at that time around this humane model ordinance regulating Roseville pet stores. Ms. Coughlin advised that this model was a collaborative effort of the HSA, addressing the origin of pets arriving for sale and responsible breeders not selling to pet stores. Ms. Coughlin reviewed challenges with the well-established pipeline offering pets from mass breeding facilities to pet stores, and their lack of compliance with federal standards; noting their organization received a constant stream of complaints about those facilities. Coughlin stated her confidence that their model ordinance worked, and provided for a viable business-friendly option through collaboration with shelters and rescues to offer pets to the public. Ms. Coughlin assured the City Council and Roseville community that the ordinance had been drafted thoughtfully, and proven to work as it had been upheld in district and state courts on its constitutional grounds. Ms. Coughlin noted other speakers from tonight's audience to offer their real world experience with this issue; and advised that since the September discussion, twenty-five more American cities had passed an ordinance similar to this model, now making that total 205.

Angel Duart, Angel's Pet World, with locations in two Wisconsin communities

Ms. Duart reviewed her experience with their stores, with the first opened in 2003/2004 and their subsequent decision in 2010 to go the humane route to acquire puppies.

> Ms. Duart stated that, in the six to seven years they sold puppies, they were initially unaware about mills and rescues, but in the end realized they were frequently and repeatedly dealing with multiple health issues from puppies purchased from mass breeders. Ms. Duart noted those health problems often required 24/7 care by staff from a variety problems and diseases related to neglect, and many from genetic conditions whether or not that could be proven. Ms. Duart advised that this became very expensive for them as well as new pet owners with veterinary care; and therefore they had decided to get away from that practice. Ms. Duart reported that the State of Wisconsin didn't have similar regulatory laws at that time, but followed those already established in Minnesota. Ms. Duart noted that she frequently covered veterinary bills for new pet owners; and typically was unable to prove genetic conditions even with a veterinarian's concurrence to seek recourse from the larger breeders, and if then typically only up to a \$400 purchase price. Ms. Duart noted that it wasn't unusual for their company to have from \$45,000 to \$80,000 in veterinary bills annually, not counting those covered by pet owners themselves.

> Ms. Duart admitted it was scary when first going the humane route; but also noted that if a pet was returned to the mass breeder it was typically put down anyway; so in taking a big leap of faith, they did so. To this day, Ms. Duart reported that they had developed great relationships and partnerships as a result of their decision to go the cat and dog rescue and adoption route; developed creative ideas for marketing and selling; and continued to grow their customer base and sales.

Ms. Duart clarified that a certification from mass breeders didn't mean much at all; and had proven to not be right for animals or for customers.

Ann Frenchick, 449 Woodhill Drive

Ms. Frenchick provided her summary of dialogue and comments from Roseville residents that she had extracted from NextDoor.com, presented as a bench handout, attached hereto and made a part hereof. Ms. Frenchick advised that, since she didn't have permission from those submitting statements to the online site, she hadn't identified the authors, but assured the City Council that they were direct quotes since the September 2016 discussion by the city.

Ms. Frenchick asked the City Council to support an ordinance to stop pet sales in Roseville from commercial breeding facilities. Ms. Frenchick spoke to her personal experience from observing the Har Mar Pet Shop, especially the stench that initially got her involved. Ms. Frenchick opined this HSA model ordinance was a good model to follow and would allow the current practice in Roseville by offering adoption events in a humane manner that every pet store should follow. Ms. Frenchick stated that she wanted Roseville to be a leader in humane pet sales.

Anne Sumner, 228 W County Road B

Ms. Sumner expressed her agreement with the previous speakers, stating that she felt strongly about this too.

Ann Olson, Executive Director, Animal Folks Minnesota – legislative Action, 892 Osceola Avenue, St. Paul, MN

Ms. Olson referenced her personal research on puppy mills and stated her full support for the model ordinance to avoid harm to animals and consumers. Ms. Olson reported on kennels and their length, stating that Minnesota had some of the largest, with approximately 1,000 breeders in several Minnesota communities, along with other USDA licensed breeders and others throughout the United States and supplying pet stores. Ms. Olson opined that this ordinance provided a huge opportunity for the city to promote a humane business model and prevent consumers from purchasing sick pets.

When assisting to construct and support this HSA model ordinance, Ms. Olson noted their research about canine and feline health to keep animals well, which this model supported, under advisement of their attorney's.

Ms. Olson encouraged the City Council to keep the ordinance brief and pattern legal language similarly to that of the model, but primarily focusing on three areas: prohibiting purchase from commercial facilities; allowing for an adoption phase; and requiring a certificate of source (e.g. cage card). Ms. Olson offered her organization's assistance to the city with additional research at their request.

Mary LaHay, 1321 – 41st Street, DesMoines, IA

Ms. LaHay noted that pet stores originated in USDA-licensed facilities in her state of Iowa; and advised that having the misfortune of being home to the second largest number o breeders in the nation, actions taken by Minnesota also directly affected the kennel situation in Iowa.

Ms. LaHay reported that she had been monitoring kennels for eight years; and opined that the reality was even worse than those issues being reported or than most people were aware of. Having visited several kennels that had recently passed USDA inspections, Ms. LaHay reported on some of the things she had witnessed, opining the conditions and findings would not be acceptable to any reasonably compassionate person. Ms. LaHay admitted that compliance at those facilities was woefully inadequate with conditions seriously affecting dogs; and asked that the City of Roseville adopt an ordinance, reiterating that it would impact conditions in Minnesota and in Iowa.

Damaris Welles, 224 Cottonwood N, St. Paul, MN, Metro Chair of Red Lake Rosie's Rescue

Ms. Welles reported that for the last nine years, she had worked to bring unwanted and stray animals from the Red Lake Indian Reservation to the Twin Cities for fostering and adoption, averaging about 830 animals annually. Ms. Welles ad-

vised that their organization relied on adoption opportunities with Petco and Chuck & Don's, garnering valuable interaction and partnerships. Ms. Welles noted that many of the animals had special needs, having experienced trauma and abuse, and while all their rescue animals are highlighted online, many people overlook them in that venue versus meeting them along with other animals and discovering their wonderful personalities perfect for companionship. Ms. Welles noted that these stores promote events, which also brings in additional customers for them. However, without those adoption events (e.g. Cages for Cats), it would be much harder to find good homes for animals. Ms. Welles opined that this model ordinance was easy to implement and would provide a win-win for the community and consumers.

Katy Mock, Chief Government Affairs and Community Engagement Officer, Animal Humane Society, 402 Ford Road, St. Louis Park, MN

Ms. Mock reported that their organization has a 95% placement rate in other metropolitan communities using this type of ordinance model; and stated she and many involved in the organization were present in tonight's audience to lend their support to encourage the City Council to pass this ordinance to require that all pet stores in Roseville transition into this humane pet store model. Ms. Mock reported that the HSA has two full-time investigators working to stop the sale of puppy mill dogs in Minnesota; and opined that this was a great opportunity for the City of Roseville to take a leadership role in that effort.

Daniel Bade, 1106 – 62nd Avenue N, Brooklyn Center, MN, Happy Tails Rescue in Fridley

Mr. Bade reported on the work of his organization in providing a solution to rescue animals. Mr. Bade noted that just last week, the organization had received a call from Texas where a significant number of dogs were scheduled to be euthanized, but instead had been transported to Minnesota. Mr. Bade advised that each animal receives a health certificate before their transport, and upon arrival, they are vetted by over 200 volunteers. Mr. Bade assured the City Council that by approving this ordinance they wouldn't be taking away the supply of dogs, but opined that the humane model worked, and provide fully vetted and healthy dogs; and would more keep the supply going and a pet store thriving.

Lindsay Madvig, 245 – 17th Avenue NW, New Brighton, MN

Based on her personal experience in purchasing pet store dogs, Ms. Madvig reported on expensive health issues she'd undertaken. Ms. Madvig reported that she now served to foster pets through a rescue, and noting how heartbreaking some of the situations were, asked that the City Council take under serious consideration making this decision.

Carol Kough, Roseville

Having been involved in animal rescue for over thirty years and investigating for the USDA for five years, Ms. Kough addressed some of her experiences with these USDA inspected mass breeders given a limited number of inspectors in the U.S., and dogs she'd encountered that had been sold for research. Ms. Kough noted that she had worked with the U of MN and the Mayo Clinic; and asked the City Council to do something about this mass breeding situation. Ms. Kough opined that Minnesota was the worst puppy mill place in entire nation with the most puppy mills and USDA inspections being meaningless. When purchasing an animal, Ms. Kough encouraged consumers to insist on inspecting the kennels to determine the reality of housing the animals.

Gary Papineau, Owner of Har Mar Pet Shop

Mr. Papineau noted the information tonight about rescues, and further noted that three of the four pet shops in Roseville already provided an opportunity for consumers to get a rescue dog. However, Mr. Papineau advised that to receive a pure-bred puppy, consumers came to his shop. Mr. Papineau reported that he personally inspected the breeders he uses, and would stand behind the dogs he sold; with customers confirming the dogs purchased from him were the best dogs they'd ever had. Mr. Papineau stated that he had asked those customers to provide their testimonials to the City Council since this issue came up in September and their experience using his pet shop. Mr. Papineau further reported that the kittens sold in his shop were neighborhood rescues.

Mr. Papineau opined that there should be a choice and a variety of options for pet purchase in Roseville. Mr. Papineau suggested pet store licensing versus an ordinance, opining that he was all for licensing and willing to pay a fee, as well as being willing to have his store inspected by a veterinarian monthly or quarterly. Mr. Papineau advised that he was open to any kind of licensing, but an ordinance outright banning sale of puppies from breeders wasn't the way to go.

Council Direction to Staff

Councilmember Willmus thanked those speaking tonight. Councilmember Willmus stated that he had been supportive of looking at something the city could do to limit the sale of dogs and cats coming from mills, something he'd long been concerned about. As a dog owner, Councilmember Willmus reported that he considered them members of the family, and obtained them through fosters or adoptions. When purchasing them, Councilmember Willmus advised that he looked for people with a dog recently having puppies versus large commercial breeding operations. Councilmember Willmus stated he was supportive of putting an ordinance in place prohibiting the sale of dogs and cats at pet stores; and would support the foster program. While not yet knowing if this draft ordinance is the best for Roseville, Councilmember Willmus stated his interest in leaving tonight's meeting with some direction to staff to bring something back that would work for Roseville with the intent to get to the root to prohibit sales and move toward the foster model.

Councilmember Laliberte noted that the last time this issue was addressed she had also expressed her support for an ordinance similar to this model that would encourage adoption models as used in other Roseville pet stores. Councilmember Laliberte clarified that she wasn't looking to put anyone out of business, but stated everyone needed to adapt to the changing environment. As a lifelong dog owner, Councilmember Laliberte noted that she had procured them in a number of different ways, usually for a particular breed from a particular breeder. However, Councilmember Laliberte noted that some of her family members had also used the adoption route with success. Councilmember Laliberte stated that she wasn't sure if she was comfortable with the draft model ordinance as presented, but was open to input from the City Attorney regarding the criminal aspect of it and how this model would move the city toward a humane model versus another approach. Councilmember Laliberte suggested staff review pet ordinances of other cities, consult with the City Attorney, and then bring something back to the City Council that will work for Roseville.

In terms of an ordinance, Councilmember McGehee stated that she wasn't sure if this model was the right one or not, particularly with a criminal or non-criminal aspect if there wasn't an alternative way to accomplish the same thing. Councilmember McGehee stated she was not in favor of puppy mills, having housed many rescue animals at her home, and in agreement with Ms. Kough about the sparse visitations and inspections and inadequate housing of pets for sale. Councilmember McGehee opined that the model from the Wisconsin speaker provided a more aggressive use of rescues and puppies and kittens available in-store most of the time, but not housed there necessarily, but rotating the sites with volunteers from rescue agencies. Noting Mr. Papineau's perspective, Councilmember McGehee stated her interest in a solution for both sides.

Councilmember Etten stated his support for finding a way to not allow a supply of dogs and cats from puppy mills, such as using a program like "Paws to Paws Adoption." Councilmember Etten expressed his interest in the care of animals proposed by Mr. Papineau with licenses and veterinary inspections; and noted the draft model ordinance did not allow for multi-day housing for animals in consideration of their health.

Mayor Roe concluded that the two basic concerns seemed to be sourcing of animals through puppy mills, and breeding operations not being up to par. While that is something the city has to be concerned about, Mayor Roe noted the need to also preserve another business model besides only that of adoption; questioning if that needs to be preserved in Roseville. Citing the larger cities of Minneapolis and St. Paul sure with greater capability for inspections, licensing and a regulatory environment for that type of business model based on their larger staffs and areas of expertise, Mayor Roe noted that if the city went to that model, it would in effect be eliminating any other business model in Roseville across the board. Mayor Roe noted his interest in weighing a long-term business in the community

against the pros and cons of what is best for the community as a whole. Mayor Roe stated he was also concerned with the misdemeanor penalty under state law or if there were other options available.

Mayor Roe noted mention of the "Cattery," and one of his concerns since the beginning of this discussion in the welfare of pets while at a pet store. Therefore, Mayor Roe stated his interest in eliminating the possibilities of overnight boarding of animals at a pet store, even rescue animals, based on concerns for their welfare, and assuming that those hosting animals at a pet store would be doing so for a period of time. If it was still necessary to do so, Mayor Roe suggested that the length of time be limited and the responsibility of shelter partners to provide assurances of the proper care of those animals being housed. If the city considers an ordinance, Mayor Roe stated that he wanted it to address how that worked and ensure that no long-term boarding of animals took place in pet stores, since it affected the health and welfare of the animals themselves.

Councilmember McGehee spoke to animals staying in the store, noting that the relationship between Petco and the Companion Rescuefor housing the rabbits, but volunteers came in daily to exercise the rabbits and clean cages.

Councilmember Laliberte noted previous discussions also allowed her to share her concerns in the city's ability to inspect or enforce an ordinance. Since then, Councilmember Laliberte noted that the city had entered into a contractual relationship with a local veterinarian to take in stray dogs; and questioned if some type of arrangement could be added for this purpose, while still defining what was being inspected, and as noted by Mayor Roe, how often those inspections were performed by a veterinarian.

As with Councilmember McGehee's comments, Councilmember Laliberte noted that Petco housed rabbits and cats; and from her understanding they were housed in cat cubes for 2-3 days at the most and then switched out, with store personnel feeding them each morning, and adoption volunteers exercising them and spending time with them socially. At the most, Councilmember Laliberte stated that two cats shared a cube, typically because they were litter mates.

Regarding Councilmembers McGehee and Laliberte comments regarding a longer term presence of animals at a site, Mayor Roe questioned if an ordinance needed to require a certain time period or specify that arrangements were made for provider's accountability for that.

Councilmember Laliberte opined that wasn't a work around situation, but should be set by the City Council.

If the intent was to require further oversight on behalf of those organizations looking to adopt out regarding the licensing aspect, Councilmember Willmus stated

that he wasn't sure he was in favor of going that route. Councilmember Willmus opined that the changes being considered could be accomplished just as effectively through an ordinance versus licensing or inspections, since the city was not in a position to address that nor did it have the expertise to know what it was needing to inspect.

Councilmember McGehee agreed with Councilmember Willmus, suggesting setting up a contractual arrangement between stores and rescues and putting rescues in charge of that oversight, it would provide adequate protection for the animals.

City Attorney Gaughan noted several points that immediately rose to his attention when considering the specificity of criminal penalties and in language of the draft ordinance (Attachment B) prohibiting the sale of dogs or cats. Mr. Gaughan also addressed Section 502.25 C.1 regarding a Certificate of Source provided to purchasers that contradicted a law that doesn't exist in the Roseville ordinance. Also, Mr. Gaughan noted that the ordinance references pet store operations as the person subject to criminal penalties as the person involved in the business (owner or operator), but asked if that included their employees if the business owner or operator wasn't on site, and questioned whether criminal charges could also be brought absent those employees or vicariously, or how appropriate it may be on a case by case scenario if the employee violated company policy; in other words, in that case who was the responsible party, the owner or the employee. Gaughan cautioned the City Council to consider these things very carefully when taking steps to pursue criminal charges, and possibly taking away the liberties of an individual; especially when a government body was held to the highest standard beyond a reasonable doubt. Mr. Gaughan also noted, in the understaffed court arena with an already overworked case load, this type of case would most likely end up at the bottom of the docket and not be considered a high priority for prompt action.

Mayor Roe noted that some of the city's penalties were more on the administrative side.

City Attorney Gaughan agreed that overwhelming code violations provided for both criminal and/or civil sanctions depending on the type of violation, making those options available to consider whether civil abatement or criminal prosecution was the most appropriate; with the city typically steering away from criminal prosecution unless the behavior doesn't cease. However, Mr. Gaughan reminded the City Council that those actions carried all sorts of complexities; but offered his willingness to work with staff to further flesh out the issues.

Without objection, Mayor Roe noted the City Council's support for the City Attorney and staff to perform that due diligence and provide recommendations for the more appropriate scheme to penalize behavior through an ordinance such as this.

At the request of the council, City Manager Trudgeon opined that staff could have something prepared by the January 30, 2017 City Council meeting for discussion and issues to consider in a revised draft ordinance.

If other pertinent issues came up between now and then, Mayor Roe allowed that staff could defer this item if so indicated.

City Attorney Gaughan counseled that the city should have some sort of reference incorporated into the ordinance as a basis through formatting similar to existing city ordinances (preambles versus "whereas's").

Councilmember McGehee stated her lack of interest in the prosecutorial aspect; opining that Mr. Papineau cared for animals, and suggested a lighter hand in assisting him in transitioning his business model.

Mayor Roe clarified that the City Council was not making any presumption that anyone was violating the ordinance if and when it went into effect.

City Attorney Gaughan suggested that, if and when criminal activity is observed, the city could propose to seek criminal sanctions, if indications are that someone is profiteering, and perhaps fine penalties may be all that are needed.

Councilmember Willmus suggested including a trigger for criminal sanctions, thorough documentation of repeated violations; with Mayor Roe agreeing in a process similar to that used for code enforcement issues such as a continual or repeated nuisance situation.

Recess

Mayor Roe recessed the meeting at approximately 9:43 p.m., and reconvened at approximately 9:44 p.m.

b. City Facility Needs Discussion

A bench handout was received via email dated December 4, 2016 related to this item from Roger Hess, Jr., a Roseville resident, attached hereto and made a part hereof.

As a result of discussions at the November 14, 2016 City Council meeting, City Manager Trudgeon noted staff's further analysis and four options outlined on page 2 of the RCA of today's date.

Councilmember Willmus reported that last week he had met with Public Works Director Marc Culver and toured the maintenance facility. After that tour, Councilmember Willmus opined that the city should take a serious look at the potential of renovating what was already available on that footprint; and if they hadn't yet done so, encouraged his colleagues to tour the facility as well. Councilmember Willmus opined that there was an opportunity to increase storage capacity on that

1 2 2	City of Roseville ORDINANCE NO.		
3 4	AN ORDINANCE AMENDING		
5 6	TITLE, SECTION		
7 8 9	AN ORDINANCE CREATING AN ADMINISTRATIVE OFFENSE FOR THE SALE OF DOGS AND CATS BY A RETAIL ESTABLISHMENT		
10 11 12	THE CITY OF ROSEVILLE ORDAINS:		
13 14 15 16 17	SECTION 1. Background: WHEREAS, a significant number of puppies and kittens sold at pet stores come from large-scale, commercial breeding facilities where the health and welfare of the animals are not adequately provided for; and		
18 19 20 21 22 23 24	WHEREAS, the documented abuses endemic to mass breeding facilities include over-breeding; inbreeding; minimal to non-existent veterinary care; lack of adequate and nutritious food, water and shelter; lack of socialization; lack of adequate space; lack of adequate exercise; no or limited screening of genetic diseases; inadequate transportation and shipping protocols of puppies and kittens; and indiscriminate disposal of breeding dogs and cats who have reached the end of their profitable breeding cycle; and		
25 26 27 28 29 30 31	WHEREAS, the inhumane conditions in mass breeding facilities lead to health and behavioral issues in the animals bred in those facilities, which many consumers are unaware of when purchasing animals from pet stores due to both a lack of education on the issue and misleading tactics of pet stores in some cases. These health and behavioral issues, which may not present themselves until some time after the purchase of the animals, can impose exorbitant financial and emotional costs on consumers; and		
32 33 34	WHEREAS, current Federal and State regulations do not properly address the sale of dogs and cats in pet stores; and		
35 36 37 38 39	WHEREAS, due in large part to pet overpopulation, numerous dogs and cats are euthanized. Restricting the retail sale of puppies and kittens is likely to increase demand from animal shelters and rescue organizations, which will likely reduce the burden on such agencies and reduce financial costs on local taxpayers; and		
40 41 42 43 44 45	WHEREAS, across the country, thousands of independent pet stores as well as large chains operate profitably with a business model focused on the sale of pet services and supplies and not on the sale of commercially bred dogs or cats. Many of these stores collaborate with local animal shelters and rescue organizations to offer space and support for showcasing adoptable homeless pets on their premises; and		

WHEREAS, this Ordinance will not affect consumers' ability to obtain a dog or cat of their choice directly from an animal shelter, or breed-specific rescue organization, or from a breeder where the consumer can see directly the conditions in which the dogs or cats are bred or can confer directly with the breeder concerning those conditions; and

WHEREAS, the City Council for the City of Roseville believes it is in the best interests of the City of Roseville to adopt reasonable regulations to reduce costs to the City and its residents, protect the citizens of the City who may purchase dogs or cats from a pet store or other business establishment, help prevent inhumane breeding conditions, promote community awareness of animal welfare, and foster a more humane environment in the City.

SECTION 2. Section 501.01 (Definitions) is hereby amended as follows:

501.01: DEFINITIONS:

Except where the term is expressly defined by other provisions or sections within this Chapter, the following words and terms shall have the meanings ascribed to them in this Section:

ANIMAL CONTROL AUTHORITY: Any governmental entity which is responsible for animal control operations in its jurisdiction.

ANIMAL RESCUE ORGANIZATION: Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue of animals and the placement of those animals in permanent homes, and which does not obtain animals from a breeder or broker for payment or compensation, and does not breed animals.

ANIMAL SHELTER: Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the Internal Revenue Code, which (1) accepts animals into a physical facility; (2) is devoted to the rescue, care, and adoption of stray, abandoned, unwanted or surrendered animals; (3) places animals in permanent homes or with animal rescue organizations; and (4) does not breed animals.

CAT: A mammal that is wholly or in part of the species Felis domesticus.

CERTIFICATE OF SOURCE: A document from an animal control authority, animal rescue organization, or animal shelter which shall provide a brief description of the dog or cat, and shall list the name, address, and telephone number of the source (animal control authority, animal rescue organization, or animal shelter) of the dog or cat.

DOG: A mammal that is wholly or in part of the species Canis familiaris.

PET STORE: Any retail establishment, or operator thereof, which displays, sells, delivers, offers for sale, barters, auctions, gives away, or otherwise transfers companion animals in the City of Roseville. This definition does not apply to animal control authorities, animal shelters, or animal rescue organizations.

92	PE'	Γ STORE OPERATOR: A person or business entity who owns or operates a pet store.
93		
94		SECTION 3. Section 510.25 is renumbered as section 501.26, and section 501.25 is
95	hei	reby amended as follows:
96		
97		1.25 PET STORES
98	A.	No pet store shall sell, deliver, offer for sale, barter, auction, give away, or otherwise transfer
99		or dispose of cats or dogs.
100		
101	В.	Nothing in this section shall prohibit pet stores from collaborating with animal shelters,
102		animal rescue organizations, and animal control authorities to offer space for such entities to
103		showcase adoptable dogs and cats inside pet stores. Such animals shall not be younger than 8
104		weeks old.
105		
106	C.	A pet store shall post and maintain a Certificate of Source in a conspicuous place on or
107		within three feet of each dog's or cat's kennel, cage, or enclosure.
108		1. A Certificate of Source shall be provided to the adopter of any dog or cat.
109		2. Certificate of Source records for each dog or cat shall be maintained by a pet store for at
110		least one year from the last date that a dog or cat appeared in the store.
111		3. Pet stores shall make Certificates of Source immediately available for review upon the
112		request of a peace officer or animal control authority, or a humane agent pursuant to
113		Minnesota Statutes section 343.06 acting on behalf of the City.
114		4. <u>Falsification of a Certificate of Source shall be deemed a violation of this section.</u>
115		
116	D.	A violation of this section shall constitute an Administrative Offense under Section 102.01.C
117		of City Code and subject the Pet Store Operator to the to the procedures and penalties
118		contained therein.
119		
120		SECTION 4. Effective Date: This amendment to the Roseville City Code shall take effect
121	180	days after passage and publication.
122		

124		
125		
126	Signatures as follows on separate page:	
127 128	Ordinance – Title of Ordinance	
129		
130		
131	(SEAL)	
132		
133		
134		CITY OF ROSEVILLE
135		
136		
137		BY:
138		Daniel J. Roe, Mayor
139		
140	ATTEST:	
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142		
143		_
144	Patrick Trudgeon, City Manager	
1/15		

CHAPTER 102 GENERAL PENALTY

SECTION:

102.01 General Penalty

102.02 Issuance of Ordinance Violation Summons

102.01: GENERAL PENALTY:

- A. General Offense: Unless otherwise provided in City Code, any person violating any provision of the City Code shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine not to exceed \$1,000.00, or by imprisonment not to exceed 90 days, or both, or any different amounts adopted by statute. In either case the costs of prosecution may be added 1. (Ord. 1067, 9-25-89; amd. 1995 Code)
- B. Petty Misdemeanor Offense: A petty misdemeanor offense is an offense which is prohibited by statute which does not constitute a crime and is classified as a petty misdemeanor for which a sentence of a fine of not more than \$300.00 or any different amounts adopted by statute may be imposed². (1995 Code)
- C. Administrative Offense:
 - 1. Purpose: Administrative offense procedures, established pursuant to this Section, are intended to provide the City with an alternative to traditional criminal charges for violations of certain ordinance provisions.
 - 2. Definitions:
 - a. Administrative Offense: A violation of a provision of this Code that is subject to the administrative penalties set forth in the schedule of offenses and penalties referred to in Subsection 11., hereafter, and which may or may not have associated compliance requirements.
 - 3. Notice: Any officer of the Police Department or any other person employed by the City, authorized under Section 102.02 of this Code shall, upon determining that there has been a violation of ordinance or Code, notify the violator or, in the case of a vehicular violation, attach to the vehicle a notice of the violation. Said notice shall set forth the nature, date and time of violation, the name of the official issuing the notice, the amount of the scheduled penalty and required compliance actions, if applicable.
 - 4. Recovery of Administrative Costs: The owner of the premises, where an administrative offense ticket has been issued by the City's Community Development Department, shall be personally liable for the cost of the City for inspection of said property and administrative costs as allowed per Minnesota Statute 429.101. Staff shall prepare a bill for the cost and mail it to the owner. The amount shall be immediately due and payable at the office of the City Manager.
 - 5. Notice Contestation and Hearing: Any person contesting an administrative offense may, within seven days of the time of issuance of the notice, request, in writing, a hearing. The Hearing Officer shall forthwith conduct an informal hearing to determine if a violation has occurred. The Hearing Officer shall have authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the Hearing Officer, the violator shall pay the

¹ M.S.A. §§412.231, 609.033(3), 609.033 and 609.034

² M.S.A. §609.0332

penalty imposed.

- 6. Hearing Officer: The City Manager shall be the hearing officer. The hearing officer is authorized to hear and determine any controversy relating to administrative offenses provided for in this Section.
- 7. Payment of Penalty: Once notice is given, the alleged violator must pay the specified fine within seven days of the time of issuance of the notice, unless contesting the notice pursuant to Subsection 5.of this Chapter. The amount of the fine shall be set forth on the schedule of penalties for the violation as adopted by the City Council. The penalty may be paid in person or by mail and payment shall be deemed to be an admission of the violation.
- 8. Failure to Pay Penalty and/or Administrative Costs: In the event a party charged with an administrative offense fails to pay the penalty when due, a misdemeanor or petty misdemeanor charge may be brought against the alleged violator in accordance with applicable statutes. In the event a party does not pay the monetary penalty and/or administrative costs, the City may seek to collect the costs of the administrative offense procedures per Section 407.07 and/or 906 of this Code.
 - a. If the penalty and/or administrative cost is unpaid, the City Manager shall, on or before September 1, list the total unpaid charges along with all other such charges, as well as other charges for current services to be assessed under Minnesota Statute 429.101 against each separate lot or parcel to which the charges are attributable. The City Council may then spread the charges against such property under that statute and other pertinent statues for certification to the County Auditor and collection along with current taxes the following year, or in annual installments not exceeding ten, as the City Council may determine in each case.
- 9. Failure to Comply: If a violation requires code compliance within a set period of time and the compliance does not occur by the deadline specified, the City may initiate an abatement process, as provided in Chapter 407 of the City Code, and/or charge the party with a misdemeanor.
- 10. Disposition of Penalties: All penalties collected pursuant to this Section shall be paid to the City Treasurer and may be deposited in the City's general fund.
- 11. Offenses and Penalties: Offenses that may be charged as administrative offenses are infractions to the City Code. Monetary penalties associated with offenses shall be identified in the City's Fee Schedule. Subsection 314.05
- 12. Subsequent Offenses: In the event a party is charged with a subsequent administrative offense within an 18 month period for the same or substantially similar offense, the subsequent administrative penalty shall be increased by 100% above the previous administrative penalty.

 The City shall only increase the penalty twice within this period. (Ord. 1134, 1, 24, 94)

The City shall only increase the penalty twice within this period. (Ord. 1134, 1-24-94) (Ord. 1366, 4-21-2008)

102.02: ISSUANCE OF ORDINANCE VIOLATION SUMMONS:

The persons hereinafter named, as employees or agents of the City, shall have power to issue summons with complaints incorporated therein (citations) in the form adopted by rule by the Municipal Court, but such issuance by those named shall relate only to offenses involving the City Code; building construction, operation or maintenance; fire and fire prevention; public health and sanitation; and zoning. No such employee or agent hereinafter authorized to issue said summons shall be authorized to arrest or otherwise take a violator into custody or to secure a promise to appear in court in lieu of arrest.

Those authorized are as follows:

Fire Marshal

Fire Inspector

REQUEST FOR COUNCIL ACTION

Date: 1/30/2017

Item No.: 7.b

Department Approval

City Manager Approval

fam / Truger

Cttyl K. mill

Item Description: Consider Amending City Code Chapter 304: Lawful Gambling

BACKGROUND

On October 24, 2016 and again on December 5, 2016; the City Council discussed possible modifications to City Code Chapter 304: Lawful Gambling. This discussion was prompted by a request from the Roseville Area Youth Hockey Association which expressed an interest in having a third location to conduct lawful gambling activities – something prohibited under the current Code.

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At the conclusion of the December 5 discussion, the Council directed Staff to review the entire City Code Chapter 304 to consider whether other amendments/updates were warranted. The Council expressed a particular interest in whether the City had the ability to restrict where lawful gambling proceeds (profits) derived in Roseville were spent.

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Over the past few weeks, the City Attorney and City Staff have been reviewing the City Code along with accompanying State Statutes and has compiled a number of language updates for Council consideration. In addition, the City Attorney has concluded that State Statute 349.213 subd. (g) does allow the City to require that "all or a portion" of the proceeds be spent in the City's "trade area". The Statute defines 'trade area' as "each city or township contiguous to the defining city".

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- This and other proposed languages changes have been incorporated into a marked up version of Chapter 304, which is included in *Attachment A*. Due to the numerous modifications, Staff will present the discussion points for each suggested change at the meeting.
- 21 POLICY OBJECTIVE
- 22 Not applicable.
- 23 FINANCIAL IMPACTS
- Not applicable.
- 25 STAFF RECOMMENDATION
- 26 Not applicable.

REQUESTED COUNCIL ACTION

For discussion purposes only. No formal action is being requested.

Prepared by: Chris Miller, Finance Director

Attachments: A: Marked Up Version of City Code Chapter 304: Lawful Gambling

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CHAPTER 304 LAWFUL GAMBLING

34 SECTION:

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- 304.01: Lawful Gambling Permitted
 304.02: Number of Licenses and Permits
 304.03: Approval of Licenses
- 38 304.04: Contributions
- 39 304.05: Law Enforcement and Administrative Costs
- 40 304.06: Gambling Exempt from State Licensing Requirements
- 41 304.07: Video Games of Chance

304.01: LAWFUL GAMBLING PERMITTED:

- Lawful gambling as regulated in Minnesota Statutes Chapter 349 is permitted in the City if the organization conducting such activities meets the following criteria:
- 45 A. Is licensed by the Minnesota Gambling Control Board.
- 46 B. Is a tax exempt organization pursuant to 501(c) of the Internal Revenue Code or has a 501(c)
 47 application pending with the Internal Revenue Service.
- 48 C. Maintains an address within the City.
 - D. Has been in existence at least three consecutive years prior to the date it begins its gambling operations.
- E. Complies with all of the provisions of this Chapter. (Ord. 1114, 8-24-1992)

304.02: NUMBER OF LICENSES AND PERMITS:

- A. No organization licensed pursuant to Minnesota Statutes Chapter 349 may conduct lawful gambling at more than two locations within the city, except any organization that does not conduct bingo and has prior to April 1, 1992, operated lawfully at more than one location, may continue to operate at the locations licensed as of that date. (Ord. 1138, 4-25-1994) (Ord. 1412, 7-11-2011)
- B. The maximum number of bingo hall licenses and locations issued pursuant to Minnesota Statutes Chapter 349 within the City shall be one. Once the bingo hall license is issued by the City, it shall be limited to the location and to the owner specified on the license. Any change of location or ownership without the approval of the City shall result in the termination of the license. (Ord. 1244, 12-18-2000) (Ord. 1412, 7-11-2011)
- C. The maximum number of licensees conducting gambling at the bingo hall license location described in subsection B of this section shall be five.
- D. The maximum number of premises permits issued pursuant to Minnesota Statutes Chapter 349 in addition to one bingo hall license described in subsection A of this section shall be eight. Except as provided in subsection E of this section the gGambling activities allowed at those locations shall be confined to the types pull-tabs, paddlewheels, raffles, and tipboards as defined and regulated under Minnesota Statutes Chapter 349. (Ord. 1412, 7-11-2011)

- E. An organization in existence and qualified under section 501(c)7 or section 501(c)19 of the internal revenue code and which had its principal place of business or place of conducting meetings in the City prior to and continuing since 1980 may be granted a premises permit to conduct all lawful gambling operations on their own premises.
- Such organizations are not eligible for a bingo hall license as provided in Minnesota statutes section 349.164 and may conduct gambling activities or bingo only on their own property. (Ord. 1138, 4-25-1994) (Ord. 1412, 7-11-2011)

304.03: APPROVAL OF LICENSES:

- A. Required Documentation: Any organization applying to the Gambling Control Board for a premises permit, bingo hall license or for the renewal of the same to conduct lawful gambling in the city shall, within ten days of making such application, file a copy of all application materials submitted to the State. the following with the City:
 - 1. Application: A duplicate copy of the Gambling Control Board application along with all supporting documents submitted to the Gambling Control Board.
 - 2. Corporate Documents: A copy of the Articles of Incorporation and Bylaws of the organization.
 - 3. Officers and Directors: The names and addresses of all officers and directors of the organization.
 - 4. Written Procedures: A copy of the organization's written procedures and/or criteria for distribution of funds derived from lawful gambling, its standardized application form and its written fiscal control procedures.
 - 5. IRS Exempt Letter: A copy of the Internal Revenue Service's tax exempt letter.
 - 6. Felony Conviction: Confirmation that no employee or principal officer of the organization has been convicted of a felony. No employee or organization whose principal officers or employees have a felony conviction shall be employed or retained in a gambling-related activity by any permitted organization.
 - 7. Investigation Reports: A copy of all records, all testimony or other information submitted to the State of Minnesota or Federal Government as part of any previous or current investigation or inquiry on any matter related to gambling.
- B. Investigation: Upon receipt of the materials required by subsection A of this section, and not later than 60 days from receipt of notice from the Gambling Control Board, City staff shall investigate the applicant and based upon said investigation, the City Council shall act on the application.
- C. Resolution: The action of the City Council to approve an application for a premises permit or bingo hall license within the city shall be by resolution. Failure to receive a majority affirmative vote of the City Council shall constitute a denial of the application.
 - D. Additional Documents: Copies of any other reports or documents which are required to be subsequently filed by such organization with the Gambling Control Board, including monthly financial statements, shall be filed with the City within ten days of filing such materials with the Gambling Control Board.
- E. Compliance: to assure compliance with this Chapter, the City may require a premises permit holder or bingo hall licensee to provide copies of records as allowed under Minnesota Statutes. (Ord. 1327, 10-10-05)
- F. Suspension: Approval of a premises permit issued by the City under any part of this Chapter may be suspended by the City for violation of Chapter or revoked or any renewal delayed, for failure to meet the qualifications set out in subsection A or a willful violation of any part of this Chapter or a failure to comply, for any reason, with any provision, guarantee or claim made in an applicant's original license application to either the City or the State of Minnesota.

- G. Liability of City: No license or permit issued by the City grants the licensee a property right or entitlement to the license or permit. The City may not issue, renew nor revoke the license or permit for any reason and will not incur liability for any damages including, but not limited to, direct, consequential or incidental damages, deprivation of property, loss of income, loss of profits or loss of livelihood.
- Employment of Certified Public Accountant: All organizations conducting Bingo at the Bingo hall in the City shall use a certified public accounting firm for all accounting, bookkeeping and tax preparation services related directly to lawful gambling and charged as an allowable expense of the gambling operation. All agreements providing for such services shall be in writing and shall be submitted to the City as part of the application for review by the City to determine compliance with local and State regulations and laws. Any such agreements entered into or modified after issuance of a license or permit shall be filed with the City prior to the new agreement or modification becoming effective. The initial approval and the continuance of a license or permit are contingent upon such agreements complying with this Chapter and State statutes and regulations. (Ord. 1412, 7-11-2011)
- I. Management: All licensees and permittees in the City will assure continuous and active
 management of the gambling operation and will not delegate managerial responsibilities, will work
 continuously to operate in the most efficient manner to increase the amount of available lawful
 proceeds, will maintain the lowest possible costs and will encourage and use volunteers to the
 fullest extent possible. (Ord. 1114, 9-24-92)

304.04: CONTRIBUTIONS:

- A. Each organization conducting lawful gambling within the City shall contribute at least 10% of its net profits derived from lawful gambling in the City to a fund administered and regulated by the City. The City then shall make disbursements to the Roseville Community Fund, administered by the North Suburban Community Foundation, a Minnesota nonprofit corporation. This contribution shall be for the purposes defined in Minnesota Statutes Chapter 349. The City's directive to the Roseville Community Fund, administered by the North Suburban Community Foundation, as to the use of the funds shall be made at the time of the City's adoption of its annual budget or any amendments thereto. (Ord. 1327, 10-10-05) (Ord. 1412, 7-11-2011).
- B. Excluding amounts contributed to the Roseville Community Fund, % of the remaining net profits shall be expended in the City's trade area as defined in Mn Statutes 349.213, subd. 1(g). Roseville's trade area includes: Roseville, Arden Hills, Falcon Heights, Lauderdale, Little Canada, Maplewood, Minneapolis, New Brighton, St. Anthony, St. Paul, and Shoreview. B. Each organization conducting lawful gambling shall expend or contribute a minimum of 75% of its net profits from Roseville gambling sites by the end of each premises permit year. The remaining percentage may be carried over to the subsequent permit or license year. The City Council may grant a variance authorizing the organization to carry over more that 25% of all its net profits for expenditure in the subsequent permit or license year.
- C. In the event any organization contributes to the City any sum in excess of the 10% as required in Subsection A above, said funds will be deposited and allocated to the Roseville Community Fund, as administered by the North Suburban Community Foundation. In the event the Roseville Community Fund, as administered by the North Suburban Community Foundation is in any way unable to receive the allocated funds as set forth in subsection A above, the funds will be deposited in an interest bearing escrow account in a bank located in the City and allocated to uses by further order of the City Council. (Ord. 1114, 9-24-92) (Ord. 1412, 7-11-2011)

304.05: LAW ENFORCEMENT AND ADMINISTRATIVE COSTS:

All organizations conducting lawful gambling within the City shall, within 30 days of the end of each month, pay to the City an amount <u>up equal</u> to 3%, <u>as established by the Fee Schedule</u>, of the gross receipts from lawful gambling conducted in the City in such month, less amounts actually paid for prizes, to cover the City's law enforcement and administrative costs in regulating lawful gambling. (Ord. 1114, 9-24-92)

304.06: GAMBLING EXEMPT FROM STATE LICENSING REQUIREMENTS:

- A. Organizations which conduct lawful gambling which is exempt from State gambling licensing requirements may conduct such gambling within the City upon receipt of a permit from the City, except this requirement does not apply to door prizes or raffles and bingo where total prizes are less than \$1,500 in a calendar year. (Ord. 1327, 10-10-05)
- B. An application for such a permit, along with a fee as prescribed by the Fee Schedule, shall be made at least 30 days prior to the date such gambling is to be conducted. The application shall contain the following:
 - 1. The name of the organization.
 - 2. The address of the organization.
 - 3. The place where such gambling will occur.
- 4. The total prizes to be awarded.
- (Ord. 1327, 10-10-05)

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- C. Within 30 days of filing any reports with the Gambling Control Board, the organization shall file a copy of such reports with the City.
- D. The provisions relating to law enforcement and administrative costs set forth in Section 304.05 shall not apply to gambling permitted pursuant to this Section. All other provisions of this Chapter apply to such organizations. (Ord. 1114, 9-24-92)

304.07: VIDEO GAMES OF CHANCE:

"Video games of chance", as defined by Minnesota Statutes, are prohibited in the City. (Ord. 1114, 9 24-92)

RESEVILLE REQUEST FOR CITY COUNCIL ACTION

Agenda Date: 01/30/17 Agenda Item: 7.c

Department Approval

City Manager Approval

Para / Truegen

Item Description: Public hearing and consideration of the Currency Exchange License

Renewal for 2017 for Pawn America Minnesota, LLC, 1715 Rice Street.

1 GENERAL SITE INFORMATION

2 Applicant: Pawn America Minnesota, LLC

3 Location: 1715 Rice Street

4 Property Owner: Osborn Properties

Land Use Context

	Existing Land Use	Guiding	Zoning
Site	McCarrons Hills Shopping Center	СВ	СВ
North	Retail (DQ) and One-family residential, detached	CB/LR	CB/LDR-
West	Multi-family residential (Brittany Apartments)	HD	HDR-1
East	Retail – City of Maplewood		
South	Retail – City of Saint Paul		

5 REVIEW OF REQUEST

- 6 On January 9, 2017, the City of Roseville received from the Minnesota Department of
- 7 Commerce, the notice of renewal for a 2017 currency exchanger license for Pawn America
- 8 Minnesota, LLC. (License #20186066), 1715 North Rice Street.
- 9 Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any
- application for licensure as a currency exchange to the governing body of the municipality in
- which the currency exchange conducts business. The law further requires the governing body of
- the municipality to render a decision regarding the renewal of the license within 60 days.
- 13 State Statutes also require the City to published notice of its intention to consider the issue and
- solicit testimony from interested persons prior to taking action on the renewal. Publication of
- this intent by the City Council was published in the January 17, 2017, issue of the Roseville
- 16 Review.

17 BACKGROUND

- Minnesota Statute 53A.04(a) states: "Within 30 days after receipt of a completed application,
- the commissioner shall deny the application or submit the application to the governing body of
- 20 the local unit of government in which the applicant is located or is proposing to be located. The
- 21 commissioner may not approve the application without the concurrence of the governing body.
- The governing shall give published notice of its intention to consider the issue and shall solicit
- 23 testimony from interested persons, including those in the community in which the applicant is
- located or proposing to be located. If the governing body has not approved or disapproved the
- 25 issue within 60 days of receipt of the application, concurrence is presumed. The commissioner
- 26 must approve or disapprove the application within 30 days from receiving the decision from the
- 27 governing body. The governing body shall have the sole responsibility of its decision. The state
- shall have no responsibility for that decision."
- As stated above, the City received the intent of renewal notice on January 9, 2017, which affords
- 30 the City Council until March 7, 2017, to hold the required hearing and take action of the subject
- 31 request.

32 STAFF COMMENTS

- 33 The Community Development Staff and City Attorney have reviewed the request and determined
- that the request falls under the guidelines of permitted use within the Community Business
- 35 zoning district as a bank or financial institution.
- The Roseville Police Department has completed a review of the Pawn America site and has not
- 37 experienced any incidents of concern at this site and will continue to work closely with Pawn
- 38 America and their check cashing operation. The Roseville Police Department does receive calls
- from time to time pertaining to occurrences on the property (see Attachment B).

40 STAFF RECOMMENDATION

- 41 Staff recommends that the Roseville City Council approve the requests of Pawn America
- 42 Minnesota LLC, 1715 North Rice Street to renew their licenses to operate currency exchange
- businesses, in the City of Roseville for the 2017 calendar year.

44 SUGGESTED CITY COUNCIL ACTION

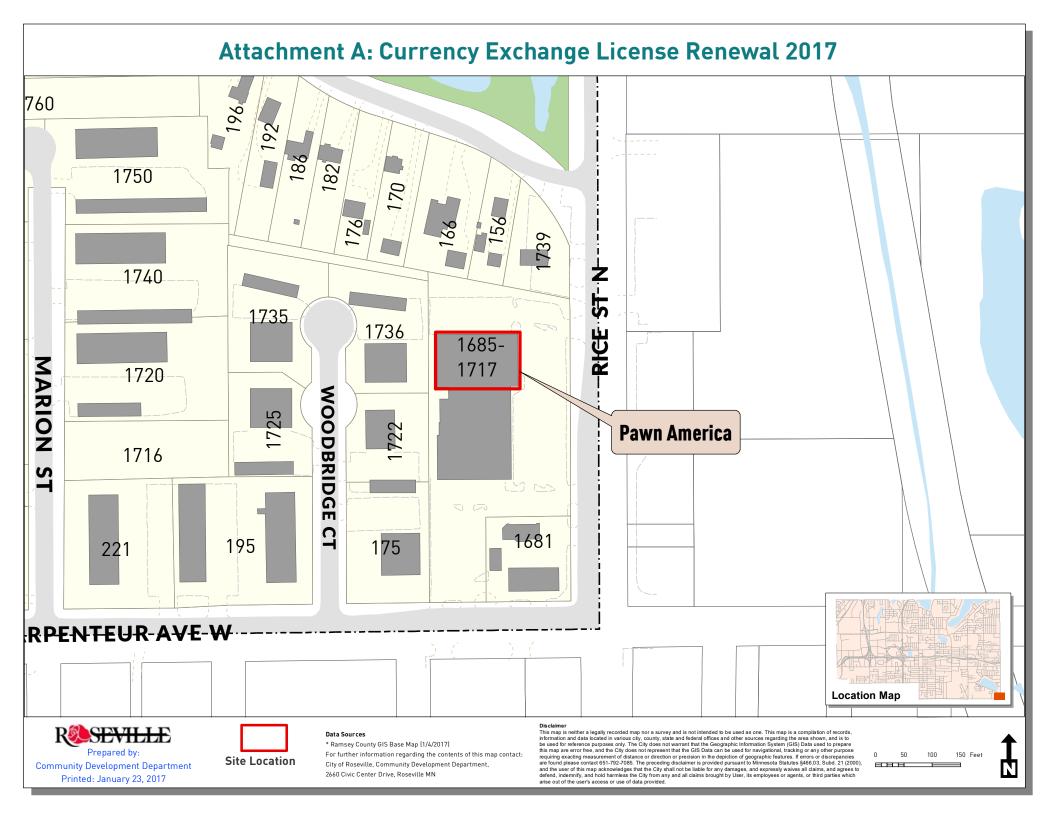
- By motion, recommend approval of the requests by Pawn America Minnesota LLC, 1715 North
- 46 Rice Street, Roseville to renew their licenses to operate currency exchange businesses in
- 47 Roseville for the 2017 calendar year.

Prepared by: Thomas Paschke, City Planner 651-792-7074 |

thomas.paschke@cityofroseville.com

Attachments: A. Site map

B. Police memo



Lt. Scott Williams Investigative Case Coordinator Roseville Police Department 2660 Civic Center Drive Roseville, Minnesota 55113

Desk: 651-792-7281

E-mail: scott.williams@ci.roseville.mn.us

Roseville Police Criminal Investigations Unit

Memo

To: Thomas Paschke

From: Lt. Scott Williams

CC: Chief Mathwig

Date: 1/12/2017

Re: Pawn America Currency Exchange Renewal

I reviewed police calls for service and incidents originating from Pawn America, located at 1715 North Rice Street. There were no issues or law enforcement concerns in the past year. Pawn America has continued to be responsive to all police requests and consistently provides information in a timely manner.

Pawn America continues to meet the surveillance requirements of the Roseville city ordinance. The cameras adequately cover the interior of Pawn America and the exterior parking lot. The system is sufficient quality to aid law enforcement in investigations.

Please let me know if you have any questions or concerns.

REQUEST FOR COUNCIL ACTION

Date: 1/26/2017

Item No.: 7.d

Department Approval City Manager Approval

fame of Truger

Item Description: Consider Renewal of Speak Up Roseville Contract

1 BACKGROUND

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In March of 2015, the City Council approved a recommendation of the Community Engagement

- 3 Commission to incorporate the Grancius civic engagement platform, Speak Up, into the City's
- website. The City then entered into a 2-year service agreement with Granicus. The 24-month
- agreement will automatically renew for an additional three terms of one year each unless either party
- 6 notifies the other of its wish not to renew 30 days prior to each automatic one-year renewal, the first
- of which begins on March 24, 2017
- 8 On September 19, 2016, Communications staff provide the City Council with a Speak Up Roseville
- 9 update. The discussion closed with councilmembers and staff agreeing that the module's
- engagement performance would be monitored for the remaining contract term. It was also agreed
- that staff would return with additional measurements to help prepare councilmembers to make an
- informed decision about continuing use of the module prior to the end of the current contract term.
- Since the September check in, Staff posted six discussion items, which have generated 250 replies
- from users. Speak up Roseville also gained 46 new users, bringing the total user number to 172. In
- addition to the six discussions, staff also provided the module with a more prominent location on the
- 16 City's official website to enhance its visibility, including it in the six-button group on the front page.
- Users have posted just 2 ideas in that time, but none in the last 3 months.

Recent Speak Up Discussions	Number of Topics	Number of User Replies
Volunteering	6	12
Rice & Larpenteur Revitalization	6	63
2040 Comprehensive Plan Update	2	17
Redevelopment In Roseville	5	24
Surface Water Management	6	28
Deer Management	5	106

19 **BUDGET IMPLICATIONS**

- The cost of Speak Up Roseville is \$4,800 annually, which is paid from the Communications Fund.
- The 24-month agreement will automatically renew for an additional three terms of one year each
- unless either party notifies the other of its wish to not renew 30 days prior to each automatic one-
- year renewal, the first of which begins on March 24, 2017.

STAFF RECOMMENDATION

25 Staff requests City Council provide a recommendation whether to provide Granicus with a 30-day

notice of termination or allow the agreement to automatically renew for an additional three terms of

one year each.

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REQUESTED COUNCIL ACTION

A motion recommending to provide Granicus with a 30-day notice of termination or a motion to continue to utilization of Speak Up Roseville by allowing automatic renewal of the agreement.

Prepared by: Garry Bowman, Communications Manager

Attachment: A: September 19, 2016 minutes – Speak Up Roseville discussion

c. Speak Up! Roseville Check-In and Discussion

As detailed in the RCA of today's date, Communications Manager Garry Bowman reviewed a history of this new communication tool and usage today, and referenced the two-year Granicus contract approved in March of 2015, expiring in March of 2017. Mr. Bowman sought direction from the City Council as to the future of this tool.

Council Positions / Direction to Staff

Mayor Roe stated that his observations to-date were that there seemed to be a disconnect between the site and decision-making by the city; and sought ideas to improve that connection for public feedback informing city advisory commissions and the City Council prior to decision-making. Mayor Roe stated while realizing agenda topics were not always available months in advance, he preferred a better way to get those topics at the forefront and receive public feedback in a more timely fashion from the public (e.g. stormwater issues).

Mr. Bowman agreed this was challenging from when an item was scheduled on a future agenda and time available to garner community feedback, noting that a longer period was often required. For those topics not immediate, Mr. Bowman advised feedback was possible; however, it was more challenging without that prior knowledge of a particular topic. Mr. Bowman offered to continue working on that challenge.

Councilmember Willmus stated he'd been skeptical of this model from the beginning, but was willing to see how it played out. Councilmember Willmus opined this tool was trying to reinvent the wheel, when other proven-effective social media options were available (e.g. Twitter and Facebook) with other communities working well with those models. Councilmember Willmus further opined he didn't like the compartmentalization of the NextDoor.com website as it wasn't community-wide. Councilmember Willmus stated the Speak Up! Roseville tool may be cumbersome for users if not familiar with social media, requiring more manipulation from discussion topics to viewer responses, and retaining those responses.

Mayor Roe agreed the process could be "clunky."

On the fiscal side, Councilmember Willmus questioned how long the tool should be sustained versus having the same or similar results from other social media options. Councilmember Willmus questioned the familiarity or awareness in the community of the Speak Up! Roseville tool, and suggested usage would increase if the public was actually more aware of it, and if not scared away by how "clunky" it was.

Working in the communications field, Councilmember Laliberte stated she had lots of thoughts, and agreed with Mayor Roe that it would be nice if the site was more connected with public input and decision-making topics by the City Coun-

cil. While recognizing there were timing constraints, Councilmember Laliberte opined she was aware of fits and starts with the tool. Even while more recent topics had been posted, Councilmember Laliberte noted there had been a gap in some instances over a period of time.

Councilmember Laliberte stated she was looking for expertise from Mr. Bowman to provide an analysis of the tool related to whether there was a regular day or time for posting, and what topics received the most action on a particular day or time or day, as well as improving and analyzing the frequency of topics posted. Councilmember Laliberte opined that the more data that could be gathered to determine if and how the site is working, the better. Councilmember Laliberte also requested information on the level of interest in the type of question (e.g. openended or yes/no) and when the most input was received. If it was decided to continue with this tool, Councilmember Laliberte stated she wanted to learn from the format used. However, as noted by Councilmember Willmus, similar to any civic engagement tool, Councilmember Laliberte agreed it was difficult to get people to participate if they didn't know about the site or if it was hard to use. Councilmember Laliberte asked that staff assess the most productive tools for public input: going to the public in their natural spaces, using Facebook, Twitter, NextDoor.com, or other options. While staff provided a copy of the agreement and the adopted policy/procedure document in tonight's meeting packet, Councilmember Laliberte stated it would have been helpful for the City Council and the public to have a recap by question or topic to-date and their response activity on a quarterly basis at the minimum.

Mr. Bowman reviewed the process for each new discussion on the site, with the same information going to other social media tools as well, and linking people to those tools and encouraging those signed up to make use of the Speak Up! Roseville tool. Mr. Bowman questioned if there was a reluctance by the public to sign up for another social media tool, or what the rationale was, or if it was a need for more promotion or announcements by the city. Mr. Bowman assured the City Council that staff continued to bolster Speak Up! Roseville on other social media tools, but agreed further consideration may be needed to develop more consistency in posting topics. As the contract moved closer to expiration, Mr. Bowman noted a more comprehensive report could be provided with the information requested by Councilmember Laliberte.

Councilmember Laliberte noted previous discussion had also been held about the response tie and an assessment of how city staff was responding to questions, with each Department Heard responsible for specific responses to relevant topics. Whether or not it was a valid statement, Councilmember Laliberte noted she had heard anecdotally that those responses were not consistent even thought that had been the expectation of the City Council.

City Manager Trudgeon duly noted these information requests.

At the request of Councilmember Laliberte, Mr. Bowman clarified that the Granicus module protocol didn't allow for manipulation of the site to ask people how they found the site when logging into the profile. Councilmember Laliberte opined that would be nice to know, while recognizing the limitations of this site.

Councilmember Willmus observed it was interesting to find out that the city was using Facebook and Twitter to alert people to the Speak Up! Roseville tool.

Councilmember McGehee noted she had gone along with this tool with the same reservations expressed by Councilmember Willmus, thinking it was worth a try. However, with the length of time the site had been available, and only resulting in 126 members and 210 comments to-date, with a monthly cost of \$400 excluding staff time, Councilmember McGehee opined this was a very expensive experiment, and found nothing that would warrant putting any more time or effort into it. As acknowledged by Councilmember Laliberte, Councilmember McGehee staff had done everything reasonable expected of them, and based on the community surveys from 2014 and 2016, she noted this type of Internet interaction was not very much a part of the community.

While some residents may look to Twitter or Facebook from time to time, Councilmember McGehee opined that if the city was going to spend \$400 per month based on available community survey responses, it would be money better spent to add an additional page to the *City News* quarterly newsletter or provide a separate portion or separate one-page mailing that brought out relevant topics seeking public input before decision-making was done, by whatever tool was preferred by the public. However, Councilmember McGehee stated she didn't find this tool impressive from her perspective.

Councilmember Willmus stated he was in complete agreement, and as far as he was concerned, the plug on Speak Up! Roseville could be pulled today.

Mayor Roe noted the city was committed to the term of the contract through the end of March 2017. As an alternative, Mayor Roe suggested receiving a measurement from staff to analyze information requested by Councilmember Laliberte, including staff time, and then be prepared to make an informed decision at the end of the current contract term.

Public Comment

Cynthia White, Roseville Resident

Ms. White opined this tool is a black hole; with the public unable to determine you whether or not their input has been read by staff or if any city decisions had been privy to that input. With only 126 users to-date over the last 18 months, as a taxpayer, Ms. White questioned why the site would be continued, opining it was a waste of money.

Regular City Council Meeting Monday, September 19, 2016 Page 14

Mayor Roe suggested staff provide a report sooner than February of 2017 on topic generation.

Discussion ensued regarding how to get relevant information to and from residents in a timelier manner; how responses were fielded by staff and those lacking a response if staff was not in a position to respond; and how the public was notified of other responses.

d. City Newsletter Discussion

As detailed in the RCA of today's date, Communications Manager Bowman sought feedback from the City Council on the frequency and format of the current *City News* newsletter.

Discussion included lead time for newsletter processing and relevant topics before City Council decision-making; potential interest in outside advertising – with parameters – if the newsletter were monthly versus the current frequency, or in a different format (e.g. magazine format); and staffing or outside staffing to sell ads.

Councilmember Etten arrived at this time, approximately 7:49 pm..

Councilmember Laliberte stated she found the current frequency for the newsletter sufficient, and well done; and based on her experience with newsletter processing and publication, stated she was very aware of the major task in moving to a monthly edition. If the newsletter was published more frequently, Councilmember Laliberte opined its content may become frivolous and not paid the attention it currently received from the public. If the majority decided on a slicker, more magazine-like publication, Councilmember Laliberte noted there were third party groups that performed those services, and if that was the conclusion, suggested a Request for Proposals (RFP) be undertaking to solicit ideas from custom published in the immediate area that could perform that task and sell ads. However, Councilmember Laliberte reiterated her support for the current publication schedule, opining she was hesitant to go monthly without more forethought and cost considerations.

Councilmember McGehee agreed with Councilmember Laliberte that the current publication schedule was done well and well-received by the community. However, Councilmember McGehee noted her preference for an additional mechanism to get quicker responses to the City Council from the public on timely issues coming before them, whether a one-sheet bi-fold on those pertinent topics considered during the month. If the desire was to received more citizen input, Councilmember McGehee opined that the city needed to give them more notice; and opined there was evidence supporting a piece of paper received in a mailbox was what the public responded to best. Councilmember McGehee spoke in support of an experiment with a one-page notice to residents to gain that public feedback.

REQUEST FOR CITY COUNCIL ACTION

Agenda Date: 01/30/17 Agenda Item: 7.e

Department Approval

City Manager Approval

Man & Callin

Item Description: Update on the greater notification pilot program and fees changes to

certain application processes.

1 BACKGROUND

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- 2 On May 23, 2016, the City Council approved a resolution implementing a pilot program for
- 3 greater notification on applications requesting a Comprehensive Plan Map Change, Zoning Map
- 4 Change, Interim Use, Subdivision Plat, and Planned Unit Development applications. The pilot
- 5 program encountered two applications meeting the expanded notification criteria prior to the
- 6 expiration of the program.
- 7 The approved resolution included the following five conditions:
 - 1. The pilot program shall include only the Comprehensive Plan Map Change, Zoning Map Change, Interim Use, Subdivision Plat, and Planned Unit Development applications.
 - 2. Standard fees shall apply to each application, however, all cost increases associated with the pilot program are covered by the Community Development Department.
 - 3. A developer open house shall be held by the developer notifying the expanded notification list prior to a Comprehensive Plan Map Change, Zoning Map Change, Interim Use, Subdivision Plat, or Planned Unit Development application being submitted/accepted by the Community Development Department.
 - 4. The Planning Division shall be responsible for working with the developer on location and date of the open houses; develop the invitation providing details regarding the proposals, mail out the open house notice to all property owners and renters within the 500 foot radius, and mail a copy of the meeting notes to all citizens on the sign-in sheet.
 - 5. The City shall install (either via private contract or utilizing in-house employees) at least one proposed development sign on the subject property of the application request.
- When established, the pilot program temporarily implemented outcomes of the Zoning
- Notification Task Force as a way to better engage Roseville citizens. The pilot program was also
- 24 a way for the Planning staff to measure expanded notification cost impacts. As stated above, the
- 25 Planning Division only received two applications requiring the expanded notification: Meritex
- 26 Enterprises at 2501 Walnut Street and the former PIK Terminal property at Mount Ridge Road
- 27 and Twin Lakes Parkway. Due to the composition of surrounding uses around these uses,
- 28 neither of these two open houses (pertaining to Interim Use) included extensive expanded
- 29 notification and staff was unable to obtain enough information regarding how to assess fees for
- 30 the process. That, however, changed in December and January with the Minnesota State Fair
- Park & Ride lots embarking on the open house process for renewal of their Interim Use.

- Working with the State Fair, the Planning Division combined the ten park and ride lots into five
- groups of open houses and kept track of its hours and product costs. The Division also crafted
- invitations complete with detailed maps and route information germane to the grouped meetings.

35 PLANNING DIVISION ANALYSIS

- 36 Since the expanded notification process can be costly, the Planning Division will bring forward
- 37 fees schedule changes regarding an open house application, fee, and escrow. The Division will
- also be moving forward with text amendments to §1009.07 and §1102.01 pertaining to developer
- open houses to address the changes in how open house notification is completed.

40 SUGGESTED CITY COUNCIL ACTION

- 41 There is no City Council action necessary unless the Council desires additional changes in the
- 42 open house or expanded notification processes.

Report prepared by: Thomas Paschke, City Planner 651-792-7074 | thomas.paschke@cityofroseville.com



REQUEST FOR COUNCIL ACTION

Date: 1/30/2017 Item

Laure / Trugger

No.: 9.a

Department Approval City Manager Approval

Cttop K. mill

Item Description: Approve 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	\$618,014.23
84373-84508	\$1,105,439.99
Total	\$1,723,454.22

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.

8 POLICY OBJECTIVE

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

10 FINANCIAL IMPACTS

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

12 reserves.

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13 STAFF RECOMMENDATION

14 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: Checks for Approval

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Accounts Payable

Checks for Approval

User: mary.jenson

Printed: 1/25/2017 - 11:30 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84485	01/25/2017	Building Improvements	Other Improvements	Goodmanson Construction, Inc.	REMOVE AND REPLACE CONCR	9,477.33
				Other In	nprovements Total:	9,477.33
				Fund To	tal:	9,477.33
84459 84477	01/19/2017 01/19/2017	Central Svcs Equip Revolving Central Svcs Equip Revolving	Rental - Copier Machines Rental - Copier Machines	Pitney Bowes US Bank Equipment Finance	Mail Machine Copiers Rental	832.62 2,722.09
				Rental -	Copier Machines Total:	3,554.71
84435	01/19/2017	Central Svcs Equip Revolving	Rental - Office Machines	Marco Technologies, LLC	Copiers Rental	1,799.01
				Rental -	Office Machines Total:	1,799.01
				Fund To	tal:	5,353.72
0 0	01/19/2017 01/19/2017	Charitable Gambling Charitable Gambling	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	5.21 1.94
				Federal	Income Tax Total:	7.15
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Charitable Gambling Charitable Gambling Charitable Gambling Charitable Gambling	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare E1 PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare E1 mployee Ded. Total:	1.18 5.04 1.88 0.44

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	0.44
0	01/19/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare En	1.18
0	01/19/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple	1.88
0	01/19/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	5.04
				FICA Em	aployers Share Total:	8.54
0	01/19/2017	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	0.21
0	01/19/2017	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	0.82
				MN State	e Retirement Total:	1.03
0	01/19/2017	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	1.36
0	01/19/2017	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ	5.33
				PERA Er	nployee Ded Total:	6.69
0	01/19/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	1.36
0	01/19/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	0.82
0	01/19/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	5.33
0	01/19/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	0.21
				PERA Er	nployer Share Total:	7.72
0	01/19/2017	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	1.04
0	01/19/2017	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	2.79
				State Inco	ome Tax Total:	3.83
				Fund Tota	al:	43.50
84447	01/19/2017	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges-Aug 2011	2,665.33
84447	01/19/2017	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges-May 201	2,402.98
84447	01/19/2017	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges-Nov 2013	4,148.14
				Building	Surcharge Total:	9,216.45
84396	01/19/2017	Community Development	Development Escrow	S & S Tree & Horticultural Specia	ili Tree Protection Plan	540.00
84396	01/19/2017	Community Development	Development Escrow	S & S Tree & Horticultural Specia	li Tree Protection Plan	360.00
84396	01/19/2017	Community Development	Development Escrow	S & S Tree & Horticultural Specia		120.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Devel	opment Escrow Total:	1,020.00
0	01/19/2017	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	4,336.66
				Feder	al Income Tax Total:	4,336.66
0	01/19/2017 01/19/2017	Community Development Community Development	FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare En	2,184.03 510.78
				FICA	Employee Ded. Total:	2,694.81
0	01/19/2017 01/19/2017	Community Development Community Development	FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple PR Batch 00002.01.2017 Medicare El	2,184.03 510.78
				FICA	Employers Share Total:	2,694.81
84460	01/19/2017	Community Development	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emple	388.23
				HSA	Employee Total:	388.23
0	01/19/2017	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30	0022' PR Batch 00002.01.2017 ICMA Defe	1,967.94
				ICMA	a Def Comp Total:	1,967.94
84437	01/19/2017	Community Development	Memberships & Subscriptions	MBPTA	Membership Dues-Schlundt, Englund	100.00
				Meml	perships & Subscriptions Total:	100.00
0	01/19/2017	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	357.00
				MN S	tate Retirement Total:	357.00
0	01/19/2017	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP Dε	450.00
				MND	CP Def Comp Total:	450.00
0	01/19/2017 01/25/2017	Community Development Community Development	Office Supplies Office Supplies	Greenhaven Printing Greenhaven Printing	Business Cards Business Cards	39.00 68.00

Amount	Invoice Desc.	Vendor Name	Account Name	Fund Name	Check Date	Check Number
107.00	pplies Total:	Office Sup				
8.49 802.00 78.06	Meeting Supplies Chair Meeting Supplies	Cub Foods- CC MINNCOR Industries Nelsons Cheese & Deli-CC	Operating Supplies Operating Supplies Operating Supplies	Community Development Community Development Community Development	01/18/2017 01/19/2017 01/18/2017	0 84444 0
888.55	g Supplies Total:	Operating				
mplo: 2,320.52	PR Batch 00002.01.2017 Pera Emplo	PERA-Non Bank	PERA Employee Ded	Community Development	01/19/2017	0
2,320.52	nployee Ded Total:	PERA Em				
	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera additio	PERA-Non Bank PERA-Non Bank	PERA Employer Share PERA Employer Share	Community Development Community Development	01/19/2017 01/19/2017	0 0
2,677.52	nployer Share Total:	PERA Em				
49.95 390.00 360.00 Minut 256.25 9.30		FormSite.com-CC S & S Tree & Horticultural Speciali S & S Tree & Horticultural Speciali Sheila Stowell Sheila Stowell	Professional Services Professional Services Professional Services Professional Services Professional Services	Community Development Community Development Community Development Community Development Community Development	01/18/2017 01/19/2017 01/19/2017 01/19/2017 01/19/2017	0 84396 84396 84472 84472
1,065.50	nal Services Total:	Profession				
ncom 1,686.46	PR Batch 00002.01.2017 State Incom	MN Dept of Revenue-Non Bank	State Income Tax	Community Development	01/19/2017	0
1,686.46	ome Tax Total:	State Incor				
600.00 egisti 220.00	Leadership Training-Englund Building Officials Conference Registr	Donald Salverda & Associates Regents of the University of MN	Training Training	Community Development Community Development	01/19/2017 01/19/2017	84418 84461
820.00	Total:	Training T				
32,791.45	al:	Fund Total				
1 Incc 607.14	PR Batch 00002.01.2017 Federal Inco	IRS EFTPS- Non Bank	Federal Income Tax	Contracted Engineering Svcs	01/19/2017	0

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Federal	Income Tax Total:	607.14
0 0	01/19/2017 01/19/2017	Contracted Engineering Svcs Contracted Engineering Svcs	FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emple	86.95 371.79
				FICA E	mployee Ded. Total:	458.74
0 0	01/19/2017 01/19/2017	Contracted Engineering Svcs Contracted Engineering Svcs	FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El	371.79 86.95
				FICA E	imployers Share Total:	458.74
84460	01/19/2017	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	76.92
				HSA Employee Total:		76.92
0	01/19/2017	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	60.57
				MN Sta	te Retirement Total:	60.57
0	01/19/2017	Contracted Engineering Svcs	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP Dε	100.00
				MNDC	P Def Comp Total:	100.00
0	01/19/2017	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	393.75
				PERA I	Employee Ded Total:	393.75
0 0	01/19/2017 01/19/2017	Contracted Engineering Svcs Contracted Engineering Svcs	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera Emplo	60.57 393.75
				PERA I	Employer Share Total:	454.32
0	01/19/2017	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	270.55
				State In	come Tax Total:	270.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Fu	und Total:	2,880.73
84450	01/19/2017	Fire Vehicles Revolving	Furniture & Fixtures	Motorola Solutions, Inc.	Radios	69,832.00
				Fu	ırniture & Fixtures Total:	69,832.00
84428	01/19/2017	Fire Vehicles Revolving	SCBA Equipment	The Knox Company	SCBA Equipment	2,705.00
				SO	CBA Equipment Total:	2,705.00
				Fı	and Total:	72,537.00
0 0 0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/25/2017 01/19/2017 01/19/2017 01/19/2017	General Fund	211402 - Flex Spending Health 211402 - Flex Spending Health	21	Flexible Benefit Reimbursement	613.05 240.00 35.00 260.00 285.55 1,499.96 1,485.00
0 0 0	01/25/2017 01/25/2017 01/19/2017 01/19/2017	General Fund General Fund General Fund General Fund	211403 - Flex Spend Day Care 211403 - Flex Spend Day Care 211403 - Flex Spend Day Care 211403 - Flex Spend Day Care		Dependent Care Reimbursement Dependent Care Reimbursement Dependent Care Reimbursement Dependent Care Reimbursement	384.62 136.00 192.31 567.00
				21	1403 - Flex Spend Day Care Total:	1,279.93
84404 0 0	01/19/2017 01/18/2017 01/19/2017	General Fund General Fund General Fund	Clothing Clothing Clothing	Aspen Mills Inc. JC Penny-CC MES, Inc.	Clothing Supplies Uniform Supplies Clothing Supplies	33.40 59.99 363.00
				Cl	othing Total:	456.39
84429 84438	01/19/2017 01/19/2017	General Fund General Fund	Conferences Conferences	League of MN Cities MCMA	Leadership Conference-Etten Winter Workshop Registration-Trudge	225.00 175.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Conferenc	es Total:	400.00
84464	01/19/2017	General Fund	Contract Maint - Vehicles	Royal Tire, Inc	Vehicle Repair	198.67
84506	01/25/2017	General Fund	Contract Maint - Vehicles	Total Alignment Services	Vehicle Repair	150.00
84506	01/25/2017	General Fund	Contract Maint - Vehicles	Total Alignment Services	Vehicle Repair	150.00
				Contract N	Maint - Vehicles Total:	498.67
84385	01/19/2017	General Fund	Contract Maint City Hall	Gilbert Mechanical Contracting	Fire Sprinkler System Inspection	395.00
84431	01/19/2017	General Fund	Contract Maint City Hall	Linn Building Maintenance	General Cleaning-Jan.	3,215.18
84390	01/19/2017	General Fund	Contract Maint City Hall	McGough Facility Management, LI	Facility Management	1,669.50
84494	01/25/2017	General Fund	Contract Maint City Hall	McGough Facility Management, LI	Facility Management	2,259.34
				Contract N	∕aint City Hall Total:	7,539.02
84380	01/19/2017	General Fund	Contract Maint City Garage	Commercial Door Systems, Inc.	Door Repair	1,704.00
84385	01/19/2017	General Fund	Contract Maint City Garage	Gilbert Mechanical Contracting	Fire Sprinkler System Inspection	295.00
84431	01/19/2017	General Fund	Contract Maint City Garage	Linn Building Maintenance	General Cleaning-Jan.	1,000.83
84494	01/25/2017	General Fund	Contract Maint City Garage	McGough Facility Management, LI	Facility Management	1,077.50
0	01/18/2017	General Fund	Contract Maint City Garage	Nitti Sanitation-CC	Regular Service	339.66
84474	01/19/2017	General Fund	Contract Maint City Garage	Tremco	Roof Weatherproofing	1,775.00
84507	01/25/2017	General Fund	Contract Maint City Garage	Tremco	Tremcare Platinum	1,775.00
				Contract N	Maint City Garage Total:	7,966.99
0	01/19/2017	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	HVAC Service	360.75
				Contract M	Maint. H.V.A.C. Total:	360.75
0	01/25/2017	General Fund	Contract Maint Old City Hall	Adam's Pest Control Inc	Monthly Service	79.00
				Contract N	Maint Old City Hall Total:	79.00
84375	01/19/2017	General Fund	Contract Maintenance	All State Communications, Inc.	Fire Alarm Inspections	565.95
84378	01/19/2017	General Fund	Contract Maintenance	BCA-MNJIS Section	CJDN Access Fee	840.00
84417	01/19/2017	General Fund	Contract Maintenance	Comcast	Business Services	217.72
84423	01/19/2017	General Fund	Contract Maintenance	Hotsy of Minnesota	Bulk Soap, Nozzle	148.90
84386	01/19/2017	General Fund	Contract Maintenance	InSite Contracting, Inc.	Guardrail Repair	2,730.00
84431	01/19/2017	General Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-Jan.	568.90
84453	01/19/2017	General Fund	Contract Maintenance	NEOGOV	Insight Enterprise Software License-2	5,801.60
0	01/18/2017	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	100.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84394	01/19/2017	General Fund	Contract Maintenance	Precision Landscape & Tree,Inc	QTY 1: 2016 DISEASED AND HAZ	3,000.00
				Contract	Maintenance Total:	13,974.05
84419	01/19/2017	General Fund	Contract Maintnenace	Embedded Systems, Inc.	Tornado Siren Repair	200.00
				Contract	Maintnenace Total:	200.00
0	01/19/2017	General Fund	Employer Pension	Roseville Firefighter's Relief	Fire State Aid Advance-2017	200,000.00
				Employer	r Pension Total:	200,000.00
0	01/19/2017	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	35,672.25
0	01/19/2017	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	5,143.84
				Federal II	ncome Tax Total:	40,816.09
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	6,284.04
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El	675.10
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El	4,318.59
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.11.2016 FICA Emple	36.27
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.11.2016 Medicare Eı	8.48
0	01/19/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	647.68
				FICA Em	ployee Ded. Total:	11,970.16
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El	4,318.59
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El	675.10
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	-19.16
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	6,146.25
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple	647.68
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.11.2016 Medicare Eı	8.48
0	01/19/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.11.2016 FICA Emplo	36.27
				FICA Em	ployers Share Total:	11,813.21
84446	01/19/2017	General Fund	Financial Support	MN Child Support Payment Cntr	Remittance ID: 0015005038	354.43
				Financial	Support Total:	354.43
84460	01/19/2017	General Fund	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	293.23

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84460	01/19/2017	General Fund	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	2,890.43
				HSA Emp	oloyee Total:	3,183.66
0	01/19/2017	General Fund	ICMA Def Comp		2' PR Batch 00002.01.2017 ICMA Defe	70.95
0	01/19/2017	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	2' PR Batch 00002.01.2017 ICMA Defe	1,901.62
				ICMA De	f Comp Total:	1,972.57
84405	01/19/2017	General Fund	Memberships & Subscriptions	Association of MN Emergency Ma	=	130.00
84434	01/19/2017	General Fund	Memberships & Subscriptions	MAMA	Membership Dues-Trudgeon	45.00
84492	01/25/2017	General Fund	Memberships & Subscriptions	MAMA	Luncheon Meeting	20.00
84496 84449	01/25/2017 01/19/2017	General Fund General Fund	Memberships & Subscriptions Memberships & Subscriptions	Metro Cities MN Street Superintendent Assoc.	2017 Membership Dues Membership Dues	10,052.00 150.00
				Membersl	hips & Subscriptions Total:	10,397.00
0	01/19/2017	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.01.2017 Minnesota I	9.39
0	01/19/2017	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.01.2017 Minnesota E	70.21
				Minnesota	a Benefit Ded Total:	79.60
0	01/18/2017	General Fund	Miscellaneous	Green Mill- CC	Lunch Meeting w/Councilmember Wi	20.12
0	01/18/2017	General Fund	Miscellaneous	L&B Minnesota Grill-CC	Lunch Meeting With Mayor Roe	15.30
				Miscellan	eous Total:	35.42
0 0	01/19/2017 01/19/2017	General Fund General Fund	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	453.49 3,007.10
				MN State	Retirement Total:	3,460.59
0	01/10/2017	C IF I	MAIDOND CC	C (W (N D)	PR P 4 1 00002 01 2017 NO IDCR D	0.002.11
0	01/19/2017 01/19/2017	General Fund General Fund	MNDCP Def Comp MNDCP Def Comp	Great West- Non Bank Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De PR Batch 00002.01.2017 MNDCP De	8,003.11 355.38
				MNDCP !	Def Comp Total:	8,358.49
0	01/19/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	7,718.77
0	01/25/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	3,466.57
0	01/25/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	1,671.99
0	01/25/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	7,412.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Motor Fu	uel Total:	20,269.79
0	01/19/2017	General Fund	Office Supplies	Greenhaven Printing	Business Cards	39.00
0	01/18/2017	General Fund	Office Supplies	Innovative Office Solutions-CC	Office Supplies	15.07
0	01/18/2017	General Fund	Office Supplies	Innovative Office Solutions-CC	Office Supplies	23.40
				Office Su	applies Total:	77.47
84431	01/19/2017	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Nutra Rinse	60.96
84475	01/19/2017	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	57.00
				Op Supp	lies - City Hall Total:	117.96
0	01/18/2017	General Fund	Operating Supplies	AED Superstore-CC	Defibrillation Electrodes	102.00
0	01/18/2017	General Fund	Operating Supplies	Amazon.com- CC	Square Stand	199.98
0	01/18/2017	General Fund	Operating Supplies	Amazon.com- CC	Computer Supplies	214.24
0	01/18/2017	General Fund	Operating Supplies	Amazon.com- CC	Operation Supplies	32.01
0	01/19/2017	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	107.98
84379	01/19/2017	General Fund	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	30.99
84415	01/19/2017	General Fund	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	24.94
84415	01/19/2017	General Fund	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	24.94
84482	01/25/2017	General Fund	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	24.94
0	01/19/2017	General Fund	Operating Supplies	City of St. Paul	Paper Products	368.00
0	01/19/2017	General Fund	Operating Supplies	City of St. Paul	Paper Products	92.00
0	01/19/2017	General Fund	Operating Supplies	City of St. Paul	Paper Products	422.50
0	01/19/2017	General Fund	Operating Supplies	City of St. Paul	Paper Products	384.35
0	01/18/2017	General Fund	Operating Supplies	Driveway Markers-CC	Markers, Cap & Reflectors	72.00
0	01/18/2017	General Fund	Operating Supplies	Epson Store-CC	Projector Bulb	321.36
0	01/18/2017	General Fund	Operating Supplies	Fastsigns-CC	Name Plate	19.20
0	01/18/2017	General Fund	Operating Supplies	Fire Protection- CC	Fire Books	469.55
0	01/18/2017	General Fund	Operating Supplies	Gary Carlson Equip-CC	Sprayer Wand	109.99
0	01/25/2017	General Fund	Operating Supplies	Grainger Inc	CFL's	25.20
0	01/25/2017	General Fund	Operating Supplies	Grainger Inc	Exhaust Fluid, Throw Line	31.49
0	01/25/2017	General Fund	Operating Supplies	Greenhaven Printing	Invoice Sheets	744.00
0	01/18/2017	General Fund	Operating Supplies	Home Depot- CC	Station Supplies	119.62
0	01/18/2017	General Fund	Operating Supplies	Home Depot- CC	Station Supplies	128.55
0	01/18/2017	General Fund	Operating Supplies	Home Depot- CC	Tarp	43.09
0	01/18/2017	General Fund	Operating Supplies	Live Action Safety-CC	Emergency SCBA Pack	1,371.26
0	01/18/2017	General Fund	Operating Supplies	Lynn Card Company-CC	Firefighters Mantel	86.90
0	01/18/2017	General Fund	Operating Supplies	Manomin Resawn-CC	Timber Cutting	750.00
0	01/18/2017	General Fund	Operating Supplies	Menards-CC	Mix-All Mixer	5.37
0	01/18/2017	General Fund	Operating Supplies	Menards-CC	Plumbing Supplies	55.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84392	01/19/2017	General Fund	Operating Supplies	Newman Traffic Signs, Inc.	Signs	3,194.41
84393	01/19/2017	General Fund	Operating Supplies	Podany's	Table	364.95
84470	01/19/2017	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	110.52
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Chain Saw Sharpening	70.00
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	5.35
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	5.35
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Tools, Bolts, Adapters	501.84
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Fasteners, Bolts	15.52
0	01/18/2017	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	7.48
0	01/18/2017	General Fund	Operating Supplies	Target- CC	Water Pitcher	21.41
0	01/18/2017	General Fund	Operating Supplies	Target- CC	Supplies	10.38
0	01/18/2017	General Fund	Operating Supplies	Walmart-CC	Supplies	6.40
				Operating	g Supplies Total:	10,695.25
0	01/19/2017	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	28,186.03
0	01/19/2017	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	4,384.73
				PERA En	nployee Ded Total:	32,570.76
0	01/19/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	6,391.28
0	01/19/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	952.08
0	01/19/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	57.15
0	01/19/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	39,150.72
				PERA En	nployer Share Total:	46,551.23
0	01/19/2017	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#725800	PR Batch 00002.01.2017 PERA Life	32.00
				PERA Li	fe Ins. Ded. Total:	32.00
0	01/25/2017	General Fund	Printing	Greenhaven Printing	Business Cards	340.00
0	01/25/2017	General Fund	Printing	Greenhaven Printing	Blank Card Stock	348.00
				Printing 1	Fotal:	688.00
84458	01/19/2017	General Fund	Professional Services	Peak Staffing, Inc.	Temporary Employment	720.00
84458	01/19/2017	General Fund	Professional Services	Peak Staffing, Inc.	Temporary Employment	675.00
84465	01/19/2017	General Fund	Professional Services	RT Vision, Inc.	One Office Software Upgrade	1,700.00
84472	01/19/2017	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	250.00
84472	01/19/2017	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	9.30
0	01/18/2017	General Fund	Professional Services	Survey Monkey.com-CC	Monthly Charge	26.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/18/2017	General Fund	Professional Services	UPS Store- CC	Shipping Charges	50.75
				Professio	nal Services Total:	3,431.05
0	01/19/2017	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	1,885.85
0	01/19/2017	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	13,636.99
				State Inco	ome Tax Total:	15,522.84
0	01/18/2017	General Fund	Telephone	Sprint- CC	Cell Phones	54.25
				Telephon	e Total:	54.25
0	01/18/2017	General Fund	Training	Davanni's -CC	Training Supplies	175.25
84418	01/19/2017	General Fund	Training	Donald Salverda & Associates	Leadership Training-Trudgeon	600.00
84387	01/19/2017	General Fund	Training	Instructor John Dixon	Speaker Honorarium, Expenses	2,248.42
84388	01/19/2017	General Fund	Training	Masa Consulting, Inc.	Consulting Service	525.00
0	01/18/2017	General Fund	Training	Savoy Pizza-CC	Training Supplies	187.36
0	01/18/2017	General Fund	Training	Target- CC	Lock	22.47
				Training	Total:	3,758.50
84408	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Borgen Radiator	Zamboni Repair	221.80
84409	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Boyer Trucks	Clip	8.06
84411	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Calumet Packaging	Fuel	129.50
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Cushman Motor Co Inc	Cutting Edge	145.75
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	91.24
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	286.40
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	190.59
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	83.70
0	01/25/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Wiper Blades	124.56
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Fastenal Company Inc.	Vehicle Supplies	21.09
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	48.81
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	567.19
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	40.12
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	109.76
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	77.52
0	01/25/2017	General Fund	Vehicle Supplies & Maintenance	Force America, Inc.	Power Contactor	105.39
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Larson Companies	Filters	31.20
84491	01/25/2017	General Fund	Vehicle Supplies & Maintenance	Liberty Tire Services, LLC	Tire Recycling	115.66
84389	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Matheson Tri-Gas, Inc	Acetylene	118.28
84389	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Matheson Tri-Gas, Inc	Acetylene	2.87
			rr		9	=.07

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Air Hose	77.39
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Vehicle Supplies	47.89
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Vehicle Supplies	49.15
0	01/25/2017	General Fund	Vehicle Supplies & Maintenance	Metal Supermarkets	Alloy Round	24.00
84445	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Minnesota Equipment	Vehicle Supplies	138.45
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	42.98
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	39.34
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	194.91
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	106.22
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	15.54
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	8.53
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	13.95
0	01/25/2017	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Lamps	50.32
0	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Rigid Hitch Incorporated	Step Tubes	220.97
84400	01/19/2017	General Fund	Vehicle Supplies & Maintenance	Towmaster	Plate Chains	213.14
				Vehi	cle Supplies & Maintenance Total:	3,762.27
				Func	l Total:	467,145.95
0	01/18/2017	General Fund Donations	Explorers - Supplies	Caribou Coffee- CC	Shop With A Cop	29.97
0	01/18/2017	General Fund Donations	Explorers - Supplies	Papa John's-CC	Shop With A Cop	305.71
0	01/18/2017	General Fund Donations	Explorers - Supplies	Target- CC	Shop With A Cop	2,383.10
0	01/18/2017	General Fund Donations	Explorers - Supplies	Target- CC	Shop With A Cop Supplies	1,612.89
0	01/18/2017	General Fund Donations	Explorers - Supplies	Walmart-CC	Shop With A Cop	43.32
				Expl	orers - Supplies Total:	4,374.99
				Func	l Total:	4,374.99
0	01/18/2017	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	79.56
0	01/19/2017	Golf Course	Contract Maintenance	Prowire, Inc.	Security Monitoring-2017	420.00
				Cont	ract Maintenance Total:	499.56
0	01/19/2017	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	203.01
0	01/19/2017	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	361.77
				Fede	ral Income Tax Total:	564.78

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0	01/19/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	211.89
0	01/19/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	97.96
0	01/19/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	49.55
0	01/19/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	22.92
				FICA En	nployee Ded. Total:	382.32
0	01/19/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	49.55
0	01/19/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	97.96
0	01/19/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	22.92
0	01/19/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	211.89
				FICA En	nployers Share Total:	382.32
0	01/19/2017	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	38.39
0	01/19/2017	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	15.35
				MN State	e Retirement Total:	53.74
0	01/19/2017	Golf Course	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP D€	10.16
0	01/19/2017	Golf Course	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP D€	39.84
				MNDCP	Def Comp Total:	50.00
0	01/18/2017	Golf Course	Operating Supplies	Amazon.com- CC	Vacuum	246.48
0	01/18/2017	Golf Course	Operating Supplies	Dept of Natural Resources-CC	Water Permit	140.00
0	01/18/2017	Golf Course	Operating Supplies	Menards-CC	Holiday Lights	163.43
0	01/18/2017	Golf Course	Operating Supplies	National Pen-CC	Golf Pencils	34.56
0	01/18/2017	Golf Course	Operating Supplies	North Hgts Hardware Hank-CC	Decorating Supplies	5.88
				Operatin	g Supplies Total:	590.35
0	01/19/2017	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	99.78
0	01/19/2017	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	249.56
				PERA EI	mployee Ded Total:	349.34
0	01/19/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	249.56
0	01/19/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	99.78
0	01/19/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	15.35
0	01/19/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	38.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				PERA Er	nployer Share Total:	403.08
0 0	01/19/2017 01/19/2017	Golf Course Golf Course	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	179.29 81.88
				State Inco	ome Tax Total:	261.17
				Fund Tot	al:	3,536.66
0	01/18/2017	Housing & Redevelopment Agency	Memberships & Subscriptions	Biz Books-CC	Digital Subscription	110.00
				Members	hips & Subscriptions Total:	110.00
84499	01/25/2017	Housing & Redevelopment Agency	Miscellaneous	National Awards & Fine Gifts	Badges	32.45
				Miscellar	neous Total:	32.45
84472	01/19/2017	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	REDA Meeting Minutes	75.00
				Professio	nal Services Total:	75.00
0	01/18/2017	Housing & Redevelopment Agency	Training	Sensible Land Use-CC	Training	58.00
				Training	Total:	58.00
				Fund Tot	al:	275.45
0	01/18/2017 01/18/2017	Information Technology Information Technology	Computer Equipment Computer Equipment	Amazon.com- CC Approved Optics-CC	Network Diagnostic Kit Optical Transceivers for SAN Project	114.91 1,819.97
				Compute	r Equipment Total:	1,934.88
0 0 0	01/19/2017 01/18/2017 01/18/2017	Information Technology Information Technology Information Technology	Contract Maintenance Contract Maintenance Contract Maintenance	AirWatch, LLC Brooks Internet Software-CC HP Services-CC	Green Management Suite Subscriptio RPM Software Annual Subscription Annual Service Agreements	5,100.00 52.49 376.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Contract N	- Maintenance Total:	5,529.29
0 0	01/19/2017 01/19/2017	Information Technology Information Technology	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	5,675.46 5.39
				Federal In	come Tax Total:	5,680.85
84479	01/19/2017	Information Technology	Fiber Maintenance & Locates	Zayo Group LLC	Fiber Maintenance	5,501.62
				Fiber Mai	ntenance & Locates Total:	5,501.62
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Information Technology Information Technology Information Technology Information Technology	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El	3,027.76 708.09 8.41 1.97
				FICA Emp	ployee Ded. Total:	3,746.23
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Information Technology Information Technology Information Technology Information Technology	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El	8.41 3,027.76 1.97 708.09
				FICA Emp	ployers Share Total:	3,746.23
84460 84460	01/19/2017 01/19/2017	Information Technology Information Technology	HSA Employee HSA Employee	Premier Bank Premier Bank	PR Batch 00002.01.2017 HSA Emplo PR Batch 00002.01.2017 HSA Emplo	666.75 3.92
				HSA Emp	loyee Total:	670.67
0	01/19/2017	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00002.01.2017 ICMA Defe	225.00
				ICMA De	f Comp Total:	225.00
84403 84416 84416 0 84424 84430	01/19/2017 01/19/2017 01/19/2017 01/19/2017 01/19/2017 01/19/2017	Information Technology Information Technology Information Technology Information Technology Information Technology	Internet Internet Internet Internet Internet Internet Internet	Anoka County Treasury City of North St. Paul City of North St. Paul Cologix, Inc Hurricane Electric Level 3 Communications	Broadband-January Billing Interconnects Data Center Interconnects Internet Transit Service Monthly Fee Internet	75.00 4,845.00 600.00 500.00 500.00 1,163.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Internet T	- Cotal:	7,683.85
0 0	01/19/2017 01/19/2017	Information Technology Information Technology	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	501.93 1.45
				MN State	Retirement Total:	503.38
0 84470	01/19/2017 01/19/2017	Information Technology Information Technology	Operating Supplies Operating Supplies	Veronica Koes Staples Business Advantage, Inc.	Supplies Reimbursement Headset	55.08 25.29
				Operating	g Supplies Total:	80.37
0 0	01/19/2017 01/19/2017	Information Technology Information Technology	PERA Employee Ded PERA Employee Ded	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera Employ	3,262.59 9.40
				PERA En	nployee Ded Total:	3,271.99
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Information Technology Information Technology Information Technology Information Technology	PERA Employer Share PERA Employer Share PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera Employ	9.40 501.93 1.45 3,262.59
				PERA En	nployer Share Total:	3,775.37
0	01/19/2017 01/19/2017	Information Technology Information Technology	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	2.46 2,081.26
				State Inco	ome Tax Total:	2,083.72
0	01/18/2017	Information Technology	Telephone	Sprint- CC	Cell Phones	26.00
				Telephon	e Total:	26.00
0	01/18/2017	Information Technology	Training	Peavey Corporation-CC	Windows Server Exam	265.00
				Training '	Total:	265.00
				Fund Tota	al:	44,724.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84410 84431	01/19/2017 01/19/2017	License Center License Center	Contract Maintenance Contract Maintenance	Brite-Way Window Cleaning Sv Linn Building Maintenance	License Center Window Cleaning General Cleaning-Jan.	29.00 668.63
				Contract	Maintenance Total:	697.63
0	01/19/2017 01/19/2017	License Center License Center	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	2,748.79 768.67
				Federal I	ncome Tax Total:	3,517.46
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	License Center License Center License Center License Center	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple PR Batch 00002.01.2017 Medicare Er PR Batch 00002.01.2017 FICA Emple PR Batch 00002.01.2017 Medicare Er	1,641.10 383.81 583.70 136.51
				FICA En	nployee Ded. Total:	2,745.12
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	License Center License Center License Center License Center	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare En PR Batch 00002.01.2017 Medicare En PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 FICA Emplo	136.51 383.81 583.70 1,641.10
				FICA En	nployers Share Total:	2,745.12
84460 84460	01/19/2017 01/19/2017	License Center License Center	HSA Employee HSA Employee	Premier Bank Premier Bank	PR Batch 00002.01.2017 HSA Emplo PR Batch 00002.01.2017 HSA Emplo	216.28 45.64
				HSA Em	ployee Total:	261.92
84439	01/19/2017	License Center	Memberships & Subscriptions	MDRA John Lenarz-Treasurer	Deputy Registrar's Dues	633.00
				Members	ships & Subscriptions Total:	633.00
0	01/19/2017	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.01.2017 Minnesota I	123.84
				Minneso	ta Benefit Ded Total:	123.84
0	01/19/2017 01/19/2017	License Center License Center	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	263.06 100.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				MN Sta	te Retirement Total:	363.95
0 0	01/19/2017 01/19/2017	License Center License Center	MNDCP Def Comp MNDCP Def Comp	Great West- Non Bank Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De PR Batch 00002.01.2017 MNDCP De	355.71 528.87
0	01/19/2017	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP D€	394.29
				MNDC	P Def Comp Total:	1,278.87
0 0 0	01/18/2017 01/25/2017 01/18/2017	License Center License Center License Center	Office Supplies Office Supplies	Office Depot- CC St. Paul Stamp Works, Inc. Target- CC	Office Supplies Self Inking Stamp Office Supplies	21.40 177.14 55.51
				Office S	Supplies Total:	254.05
0	01/18/2017	License Center	Operating Supplies	Pakor-CC	Passport Supplies	553.16
				Operation	ng Supplies Total:	553.16
0 0	01/19/2017 01/19/2017	License Center License Center	PERA Employee Ded PERA Employee Ded	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera Employ	1,686.96 530.05
				PERA E	Employee Ded Total:	2,217.01
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	License Center License Center License Center License Center	PERA Employer Share PERA Employer Share PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera additio	259.55 1,686.96 530.05 81.55
				PERA I	Employer Share Total:	2,558.11
0	01/18/2017	License Center	Postage	USPS-CC	Postage	322.50
				Postage	Total:	322.50
0 84383	01/25/2017 01/19/2017	License Center License Center	Professional Services Professional Services	Electro Watchman, Inc. G & K Services	Alarm System Mats	180.00 23.60
84383 84383	01/19/2017 01/19/2017	License Center License Center	Professional Services Professional Services	G & K Services G & K Services	Mats Mats	23.60 23.60
84494 0	01/25/2017 01/25/2017 01/25/2017	License Center License Center	Professional Services Professional Services	McGough Facility Management, Quicksilver Express Courier		359.16 150.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Profession	onal Services Total:	760.10
0	01/19/2017	License Center	Rental	Gaughan Properties	License Center Rent-Feb 2017	5,315.93
				Rental To	otal:	5,315.93
0 0	01/19/2017 01/19/2017	License Center License Center	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	377.47 1,113.78
				State Inc.	ome Tax Total:	1,491.25
0	01/18/2017	License Center	Transportation	Parking Ramp-CC	Parking	1.75
				Transpor	tation Total:	1.75
				Fund Tot	al:	25,840.77
84463	01/19/2017	Municipal Jazz Band	Operating Supplies	Richfield Bus Company	Big Band Transportation to Carleton (950.00
				Operating	g Supplies Total:	950.00
				Fund Tot	al:	950.00
84377	01/19/2017	P & R Contract Mantenance	Clothing	Avenue Shirt Works	Clothing Supplies	12.00
				Clothing	Total:	12.00
0	01/18/2017	P & R Contract Mantenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	602.14
				Contract	Maintenance Total:	602.14
0 0	01/19/2017 01/19/2017	P & R Contract Mantenance P & R Contract Mantenance	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	232.78 2,447.23
				Federal I	ncome Tax Total:	2,680.01
0	01/19/2017	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	152.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	35.68
0	01/19/2017	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare En	291.30
0	01/19/2017	P & R Contract Mantenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	1,245.64
				FICA En	nployee Ded. Total:	1,725.10
0	01/19/2017	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Eı	35.68
0	01/19/2017	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo	1,245.64
0	01/19/2017	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple	152.48
0	01/19/2017	P & R Contract Mantenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El	291.30
				FICA En	nployers Share Total:	1,725.10
84460	01/19/2017	P & R Contract Mantenance	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emple	328.64
84460	01/19/2017	P & R Contract Mantenance	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emple	7.89
				HSA Em	ployee Total:	336.53
0	01/19/2017	P & R Contract Mantenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	204.69
0	01/19/2017	P & R Contract Mantenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	25.32
				MN State	e Retirement Total:	230.01
0	01/19/2017	P & R Contract Mantenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De	577.38
0	01/19/2017	P & R Contract Mantenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP Dε	27.62
				MNDCP	Def Comp Total:	605.00
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	Beacon Athletics-CC	Ball Field Supplies	181.44
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	Ferguson Enterprises IncCC	Meter Supplies	350.00
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	LTG Power Equipment	Chain Saw Supplies	209.59
0	01/19/2017	P & R Contract Mantenance	Operating Supplies	M/A Associates	Can Liners	724.60
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	Menards-CC	Water Fountain Filters	24.56
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-CC	Cleaning Supplies	41.47
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	North Hgts Hardware Hank-CC	Plexi-glass	162.70
0	01/18/2017	P & R Contract Mantenance	Operating Supplies	Suburban Ace Hardware-CC	Rat Poison	29.96
				Operating	g Supplies Total:	1,724.32
0	01/19/2017	P & R Contract Mantenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	1,330.58
0	01/19/2017	P & R Contract Mantenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	164.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				PERA En	nployee Ded Total:	1,495.18
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	P & R Contract Mantenance	PERA Employer Share PERA Employer Share PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera Emplo	204.69 25.32 1,330.58 164.60
				PERA En	nployer Share Total:	1,725.19
84456	01/19/2017	P & R Contract Mantenance	Rental	On Site Sanitation, Inc.	Toilet Rentals	160.00
				Rental To	tal:	160.00
0	01/19/2017 01/19/2017	P & R Contract Mantenance P & R Contract Mantenance	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	958.79 98.28
				State Inco	ome Tax Total:	1,057.07
0	01/18/2017	P & R Contract Mantenance	Telephone	Sprint- CC	Cell Phones	26.00
				Telephon	e Total:	26.00
0	01/18/2017 01/18/2017	P & R Contract Mantenance P & R Contract Mantenance	Vehicle Supplies & Maintenance Vehicle Supplies & Maintenance	O'Reilly Automotive- CC O'Reilly Automotive- CC	Vehicle Supplies Vehicle Supplies	144.99 8.56
				Vehicle S	upplies & Maintenance Total:	153.55
				Fund Tota	al:	14,257.20
84399	01/19/2017	Park Renewal 2011	Professional Services	Terracon Consultants, Inc.	Field Scientist, Lab Services	1,019.30
				Professio	nal Services Total:	1,019.30
				Fund Tota	al:	1,019.30
84376	01/19/2017	Pathway Maintenance Fund	Operating Supplies	Alta Falls & Pond Supplies	Rubber Chips	4,258.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Operation	ng Supplies Total:	4,258.26
				Fund To	otal:	4,258.26
0	01/18/2017 01/18/2017	Police Vehicle Revolving Police Vehicle Revolving	Capital Outlay Capital Outlay	Amazon.com- CC Vortex Optics-CC	Headset Rifle Scope	10.99 399.40
				Capital	Outlay Total:	410.39
				Fund To	otal:	410.39
0 0	01/18/2017 01/18/2017	Recreation Fund Recreation Fund	Advertising Advertising	Facebook-CC Signs.com-CC	Advertising Arts @ the Oval Yard Signd	20.00 287.80
				Adverti	sing Total:	307.80
84476	01/19/2017	Recreation Fund	Building Rental	Crystal Truman	Damage Deposit Refund	400.00
				Buildin	g Rental Total:	400.00
84469	01/19/2017	Recreation Fund	Clothing	SS Design Promotional Products	, I Clothing	735.77
				Clothin	g Total:	735.77
84487	01/25/2017	Recreation Fund	Collected Insurance Fee	Lisa Hite	Cross Country Ski Lessons Refund	4.00
				Collecte	ed Insurance Fee Total:	4.00
84431 0	01/19/2017 01/18/2017	Recreation Fund Recreation Fund	Contract Maintenance Contract Maintenance	Linn Building Maintenance Nitti Sanitation-CC	General Cleaning-Jan. Regular Service	1,030.63 247.86
				Contrac	et Maintenance Total:	1,278.49
84431 0	01/19/2017 01/19/2017	Recreation Fund Recreation Fund	Contract Maintenence Contract Maintenence	Linn Building Maintenance Prowire, Inc.	General Cleaning-Jan. Security Monitoring-2017	834.63 240.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Contrac	t Maintenence Total:	1,074.63
0	01/19/2017 01/19/2017	Recreation Fund Recreation Fund	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	3,801.43 1,878.52
				Federal	Income Tax Total:	5,679.95
84487 84487	01/25/2017 01/25/2017	Recreation Fund Recreation Fund	Fee Program Revenue Fee Program Revenue	Lisa Hite Lisa Hite	Cross Country Ski Lessons Refund Cross Country Ski Lessons Refund	10.00 44.00
04407	01/25/2017	Recreation Fund	ree riogiam Revenue		-	54.00
				Fee Pro	gram Revenue Total:	34.00
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Recreation Fund Recreation Fund Recreation Fund Recreation Fund	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo	1,720.31 402.32 511.45 2,186.85
				FICA E	mployee Ded. Total:	4,820.93
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Recreation Fund Recreation Fund Recreation Fund Recreation Fund	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 FICA Emplo	511.45 402.32 2,186.85 1,720.31
				FICA E	mployers Share Total:	4,820.93
84460	01/19/2017	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emple	265.76
				HSA En	nployee Total:	265.76
0	01/19/2017 01/19/2017	Recreation Fund Recreation Fund	ICMA Def Comp ICMA Def Comp		22' PR Batch 00002.01.2017 ICMA Defe 22' PR Batch 00002.01.2017 ICMA Defe	60.90 489.10
				ICMA I	- Def Comp Total:	550.00
0	01/19/2017 01/19/2017	Recreation Fund Recreation Fund	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	358.72 74.84
				MN Sta	te Retirement Total:	433.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De	1,267.65
0	01/19/2017	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP D€	40.76
				MNDC	CP Def Comp Total:	1,308.41
0	01/19/2017	Recreation Fund	Office Supplies	Greenhaven Printing	Business Cards	47.00
				Office	Supplies Total:	47.00
0	01/18/2017	Recreation Fund	Operating Supplies	1000 Bulbs.com-CC	Bulbs	230.24
0	01/18/2017	Recreation Fund	Operating Supplies	Amazon.com- CC	Baseball Bags	39.90
0	01/18/2017	Recreation Fund	Operating Supplies	Amazon.com- CC	Oval Supplies	2.13
0	01/18/2017	Recreation Fund	Operating Supplies	Cub Foods- CC	Animal & Craft Supplies	24.33
84455	01/19/2017	Recreation Fund	Operating Supplies	North Shore Gym Sales	Hand Chalk	300.00
0	01/18/2017	Recreation Fund	Operating Supplies	S & S Worldwide-CC	Program Supplies	326.75
0	01/18/2017	Recreation Fund	Operating Supplies	S & S Worldwide-CC	Program Supplies	326.87
0	01/18/2017	Recreation Fund	Operating Supplies	S & S Worldwide-CC	Program Supplies	274.74
0	01/18/2017	Recreation Fund	Operating Supplies	Science Direct-CC	Aluminum Potassium Sulfate	19.17
0	01/18/2017	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Oval Supplies	28.93
0	01/18/2017	Recreation Fund	Operating Supplies	The Yes Group-CC	Refridgerator Service	89.36
0	01/18/2017	Recreation Fund	Operating Supplies	Walmart-CC	Christmas Decorations	38.18
0	01/18/2017	Recreation Fund	Operating Supplies	Walmart-CC	Christmas Decorations	54.52
0	01/18/2017	Recreation Fund	Operating Supplies	Walmart-CC	Cleaning Supplies	20.78
0	01/18/2017	Recreation Fund	Operating Supplies	ZippityDuda-CC	No Receipt-D. Cash	30.00
				Operating Supplies Total:		1,805.90
0	01/19/2017	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	2,331.68
0	01/19/2017	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	813.24
				PERA	Employee Ded Total:	3,144.92
0	01/19/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	358.72
0	01/19/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	125.10
0	01/19/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	813.24
0	01/19/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	2,331.68
				PERA	Employer Share Total:	3,628.74
84412	01/19/2017	Recreation Fund	Professional Services	Mackenzie Carlson	Basketball Scorekeeping	48.00
84481	01/25/2017	Recreation Fund	Professional Services	Ricardo Castillo	Basketball Scorekeeping	88.00
84490	01/25/2017	Recreation Fund	Professional Services	Eric Kendall	Basketball Scorekeeping	88.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
84436	01/19/2017	Recreation Fund	Professional Services	Morgan Matlock	Volleyball Officiating	75.00
0	01/19/2017	Recreation Fund	Professional Services	Willie McCray	Officiating Service	1,120.00
0	01/19/2017	Recreation Fund	Professional Services	Willie McCray	Officiating Service	1,120.00
0	01/25/2017	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,120.00
0	01/19/2017	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,282.50
0	01/25/2017	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,368.00
0	01/25/2017	Recreation Fund	Professional Services	Kali Norton	Basketball Scorekeeping	168.00
84500	01/25/2017	Recreation Fund	Professional Services	Obssa Omar	Basketball Scorekeeping	132.00
84501	01/25/2017	Recreation Fund	Professional Services	Bill Pringle	Broomball Officiating	264.00
84503	01/25/2017	Recreation Fund	Professional Services	George Sigstad	Broomball Officiating	264.00
84398	01/19/2017	Recreation Fund	Professional Services	Bashir Sullivan	Basketball Scorekeeping	44.00
84504	01/25/2017	Recreation Fund	Professional Services	Jake Tessmer	Basketball Scorekeeping	132.00
84505	01/25/2017	Recreation Fund	Professional Services	Charice Thomas	Basketball Scorekeeping	44.00
				Profession	nal Services Total:	7,357.50
84456	01/19/2017	Recreation Fund	Rental	On Site Sanitation, Inc.	Toilet Rentals	220.00
				Rental To	tal:	220.00
0	01/19/2017	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	795.67
0	01/19/2017	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	1,518.86
				State Inco	ome Tax Total:	2,314.53
0	01/18/2017	Recreation Fund	Training	Brueggers Bagels- CC	Training Supplies	24.98
0	01/18/2017	Recreation Fund	Training	Byerly's- CC	Training Supplies Training Supplies	17.25
Ü	01/10/2017	Recreation I und	Hammig	Byelly 3- CC	Training Supplies	
				Training 7	Total:	42.23
84417	01/19/2017	Recreation Fund	Utilities	Comcast	Business Services	244.56
				Utilities 7	Cotal:	244.56
				Fund Tota	al:	40,539.61
84480 0	01/25/2017 01/19/2017	Risk Management Risk Management	Professional Services Professional Services	Arthur Gallagher Risk Mgt. Servic Samba Holdings Inc	e 2017 Agency Contract Fee Driver Baseline	12,000.00 435.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Profe	essional Services Total:	12,435.00
				Fund	Total:	12,435.00
84508	01/25/2017	Sanitary Sewer	Accounts Payable	WELLS FARGO HOME MO	RTGA Refund Check	34.40
				Acco	ounts Payable Total:	34.40
84373	01/19/2017	Sanitary Sewer	Cleanup Assistance	24Restore	Water Damage Mitigation-272 Roma	2,915.84
				Clea	nup Assistance Total:	2,915.84
0	01/19/2017	Sanitary Sewer	Clothing	Ted Fish	Boots Reimbursement	164.96
				Cloth	ning Total:	164.96
0	01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	176.31 1,404.98
				Fede	ral Income Tax Total:	1,581.29
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer Sanitary Sewer Sanitary Sewer	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El	814.09 83.44 190.38 19.53
				FICA	A Employee Ded. Total:	1,107.44
0 0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer Sanitary Sewer Sanitary Sewer	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emple PR Batch 00002.01.2017 FICA Emple	19.53 190.38 814.09 83.44
				FICA	A Employers Share Total:	1,107.44
84460	01/19/2017	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	66.99
				HSA	Employee Total:	66.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0 0	01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	ICMA Def Comp ICMA Def Comp		PR Batch 00002.01.2017 ICMA Defe PR Batch 00002.01.2017 ICMA Defe	25.44 0.81
				ICMA Def	Comp Total:	26.25
84441	01/19/2017	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Service	234,684.83
				Metro Was	ste Control Board Total:	234,684.83
0 0	01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	135.41 13.97
				MN State I	Retirement Total:	149.38
0	01/19/2017	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De	128.25
				MNDCP E	Def Comp Total:	128.25
0 0	01/25/2017 01/18/2017	Sanitary Sewer Sanitary Sewer	Operating Supplies Operating Supplies	General Industrial Supply Co. Viking Industrial Center-CC	Fiberglass Tape Safety Glasses	28.66 58.26
				Operating	Supplies Total:	86.92
0 0	01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	PERA Employee Ded PERA Employee Ded	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera Emplo	90.90 857.65
				PERA Emp	ployee Ded Total:	948.55
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer Sanitary Sewer Sanitary Sewer	PERA Employer Share PERA Employer Share PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera Emplo	131.96 13.97 857.65 90.90
				PERA Emp	ployer Share Total:	1,094.48
0 84466	01/25/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	Professional Services Professional Services	Gopher State One Call SanRon Properties, Inc.	Annual Facility Operator Fee Vehicle Storage Lease-Jan 2017	33.33 694.44
				Profession	al Services Total:	727.77
84391	01/19/2017	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council	SAC Charges	14,760.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Sewer SA	AC Charges Total:	14,760.90
0 0	01/19/2017 01/19/2017	Sanitary Sewer Sanitary Sewer	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	584.48 69.87
				State Inco	ome Tax Total:	654.35
0	01/18/2017	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	52.00
				Telephon	ne Total:	52.00
84448	01/19/2017	Sanitary Sewer	Training	MN Pollution Control Agency	Collection System Operators Confere	1,725.00
				Training	Total:	1,725.00
				Fund Tot	al:	262,017.04
84493	01/25/2017	Singles Program	Operating Supplies	Martha Martin	Singles Supplies Reimbursement	8.03
				Operating	g Supplies Total:	8.03
				Fund Tot	al:	8.03
84508	01/25/2017	Solid Waste Recycle	Accounts Payable	WELLS FARGO HOME MORTO	6.4 Refund Check	4.97
				Accounts	s Payable Total:	4.97
0	01/19/2017	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	113.86
				Federal I	ncome Tax Total:	113.86
0 0	01/19/2017 01/19/2017	Solid Waste Recycle Solid Waste Recycle	FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare En	61.46 14.37
				FICA Em	pployee Ded. Total:	75.83
0	01/19/2017	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare Ei	14.37

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emple	61.46
				FICA E	nployers Share Total:	75.83
0	01/19/2017	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	9.38
				MN Sta	te Retirement Total:	9.38
0	01/19/2017	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	60.92
				PERA E	imployee Ded Total:	60.92
0 0	01/19/2017 01/19/2017	Solid Waste Recycle Solid Waste Recycle	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera additio	60.92 9.38
				PERA E	mployer Share Total:	70.30
0	01/19/2017	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	36,506.84
				Professi	onal Services Total:	36,506.84
0	01/19/2017	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	51.28
				State Inc	come Tax Total:	51.28
				Fund To	tal:	36,969.21
84508	01/25/2017	Storm Drainage	Accounts Payable	WELLS FARGO HOME MORTO	GA Refund Check	10.92
				Account	s Payable Total:	10.92
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	181.28 1,285.21
				Federal	Income Tax Total:	1,466.49
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Storm Drainage Storm Drainage Storm Drainage Storm Drainage	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare En PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare En	680.81 18.82 80.53 159.21

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				FICA Emp	oloyee Ded. Total:	939.37
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Storm Drainage Storm Drainage Storm Drainage Storm Drainage	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo	80.53 159.21 18.82 680.81
				FICA Emp	bloyers Share Total:	939.37
84460	01/19/2017	Storm Drainage	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emple	73.73
				HSA Emp	loyee Total:	73.73
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	ICMA Def Comp ICMA Def Comp		PR Batch 00002.01.2017 ICMA Defe PR Batch 00002.01.2017 ICMA Defe	42.76 9.73
				ICMA De	f Comp Total:	52.49
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	Minnesota Benefit Ded Minnesota Benefit Ded	MN Benefit Association MN Benefit Association	PR Batch 00002.01.2017 Minnesota F PR Batch 00002.01.2017 Minnesota F	5.05 37.79
				Minnesota	Benefit Ded Total:	42.84
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	MN State Retirement MN State Retirement	MSRS-Non Bank MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ PR Batch 00002.01.2017 Post Employ	108.55 13.39
				MN State	Retirement Total:	121.94
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	MNDCP Def Comp MNDCP Def Comp	Great West- Non Bank Great West- Non Bank	PR Batch 00002.01.2017 MNDCP Dε PR Batch 00002.01.2017 MNDCP Dε	63.12 0.39
				MNDCP I	Def Comp Total:	63.51
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	PERA Employee Ded PERA Employee Ded	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo PR Batch 00002.01.2017 Pera Emplo	683.08 87.02
				PERA Em	ployee Ded Total:	770.10
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera additio PR Batch 00002.01.2017 Pera additio	105.11 13.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera Employ	683.08 87.02
				PERA Er	nployer Share Total:	888.60
0	01/19/2017	Storm Drainage	Pond Main - 2017	Stantec Consulting Services Inc.	Buffer Restoration	793.00
				Pond Ma	in - 2017 Total:	793.00
0 84466	01/25/2017 01/19/2017	Storm Drainage Storm Drainage	Professional Services Professional Services	Gopher State One Call SanRon Properties, Inc.	Annual Facility Operator Fee Vehicle Storage Lease-Jan 2017	33.34 694.44
				Professio	nal Services Total:	727.78
0 0	01/19/2017 01/19/2017	Storm Drainage Storm Drainage	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	63.80 516.33
				State Inco	ome Tax Total:	580.13
84420	01/19/2017	Storm Drainage	Training	Freshwater Society	Road Salt Symposium Registration	810.00
				Training	Total:	810.00
				Fund Tot	al:	8,280.27
0	01/19/2017	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco	580.72
				Federal I	ncome Tax Total:	580.72
0 0	01/19/2017 01/19/2017	Telecommunications Telecommunications	FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El	444.54 103.98
				FICA Em	pployee Ded. Total:	548.52
0 0	01/19/2017 01/19/2017	Telecommunications Telecommunications	FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El	444.54 103.98
				FICA Em	ployers Share Total:	548.52
84460	01/19/2017	Telecommunications	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	9.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				HSA Em	ployee Total:	9.61
84433	01/19/2017	Telecommunications	Memberships & Subscriptions	MAGC	Membership Dues-Curti	85.00
				Member	ships & Subscriptions Total:	85.00
0	01/19/2017	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Emplo	71.78
				MN Stat	e Retirement Total:	71.78
0	01/19/2017	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De	390.00
				MNDCP	Def Comp Total:	390.00
0	01/19/2017	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	466.45
				PERA E	mployee Ded Total:	466.45
0	01/19/2017 01/19/2017	Telecommunications Telecommunications	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PR Batch 00002.01.2017 Pera Employ PR Batch 00002.01.2017 Pera additio	466.45 71.78
				PERA E	mployer Share Total:	538.23
84407	01/19/2017	Telecommunications	Printing	Bolger Inc.	Jan/Feb City News	4,272.44
				Printing	Total:	4,272.44
84422 0 0	01/19/2017 01/19/2017 01/19/2017	Telecommunications Telecommunications Telecommunications	Professional Services Professional Services Professional Services	Granicus, Inc. North Suburban Access Corp North Suburban Access Corp	Citizen Participation Suite 1/1/17-3/3 Monthly Production Fee Cable Casting, Archiving Services	1,200.00 1,433.19 1,480.89
				Profession	onal Services Total:	4,114.08
0	01/19/2017	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom	255.24
				State Inc	ome Tax Total:	255.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Fund Total	:	11,880.59
84414 84414	01/19/2017 01/19/2017	Telephone Telephone	PSTN-PRI Access/DID Allocation PSTN-PRI Access/DID Allocation	CenturyLink CenturyLink	Telephone Telephone	161.04 172.12
				PSTN-PRI	Access/DID Allocation Total:	333.16
				Fund Total	:	333.16
84381	01/19/2017	TIF District #17-Twin Lakes	Twin Lakes Calyxt Project	Cresa Minneapolis	TIF 17 Development Agreement	319,821.73
				Twin Lake	s Calyxt Project Total:	319,821.73
				Fund Total	:	319,821.73
84402	01/19/2017	Water Fund	Accounts Payable	BOB ALLEN	Refund Check	86.10
84406	01/19/2017	Water Fund	Accounts Payable	CATHERINE BICHSEL	Refund Check	147.92
84483	01/25/2017	Water Fund	Accounts Payable	JAMES & ANNE EBNER	Refund Check	58.35
84484	01/25/2017	Water Fund	Accounts Payable	SARA FLEMMING	Refund Check	142.79
84486	01/25/2017	Water Fund	Accounts Payable	DUANE GUDKNECHT	Refund Check	58.57
84488	01/25/2017	Water Fund	Accounts Payable	LUCAS HUGGETT	Refund Check	188.80
84425	01/19/2017	Water Fund	Accounts Payable	JEFF CAMERON GROUP	Refund Check	49.83
84426	01/19/2017	Water Fund	Accounts Payable	JANET JENSEN	Refund Check	24.67
84427	01/19/2017	Water Fund	Accounts Payable	Beverly Johnson	Overpayment Refund	125.00
84489	01/25/2017	Water Fund	Accounts Payable	ADELE KAUFMAN	Refund Check	23.03
84432	01/19/2017	Water Fund	Accounts Payable	BRUCE MACFARLANE	Refund Check	44.53
84495	01/25/2017	Water Fund	Accounts Payable	KELSEY MCLEAN	Refund Check	102.63
84440	01/19/2017	Water Fund	Accounts Payable	PETER MERWIN	Refund Check	75.43
84442	01/19/2017	Water Fund	Accounts Payable	TROY MILLER	Refund Check	49.93
84443	01/19/2017	Water Fund	Accounts Payable	Coey Minear	Water Bill Refund	110.59
84451	01/19/2017	Water Fund	Accounts Payable	MS RELOCATION SERVICES	Refund Check	220.82
84454	01/19/2017	Water Fund	Accounts Payable	BANK OF NEW YORK MELLON	Refund Check	107.81
84457	01/19/2017	Water Fund	Accounts Payable	JUSTIN OSWALT	Refund Check	32.04
84462	01/19/2017	Water Fund	Accounts Payable	REMAX RESULTS Refund Check		82.62
84468	01/19/2017	Water Fund	Accounts Payable	JILL SMOTHERS	Refund Check	100.85
84471	01/19/2017	Water Fund	Accounts Payable	EDWIN STEINWALL	Refund Check	46.13
84508	01/25/2017	Water Fund	Accounts Payable	WELLS FARGO HOME MORTGA	Refund Check	1.37
84508	01/25/2017	Water Fund	Accounts Payable	WELLS FARGO HOME MORTGA	Refund Check	247.26
84478	01/19/2017	Water Fund	Accounts Payable	True Yang	Water Meter Deposit Refund	190.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Accor	nts Payable Total:	2,317.20
0	01/19/2017	Water Fund	Contract Maintenance	Goldstar Electric Inc	#4 Drive Repair	1,133.00
				Contr	act Maintenance Total:	1,133.00
0	01/19/2017 01/19/2017	Water Fund Water Fund	Federal Income Tax Federal Income Tax	IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Federal Inco PR Batch 00002.01.2017 Federal Inco	256.35 1,735.56
				Feder	al Income Tax Total:	1,991.91
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Water Fund Water Fund Water Fund Water Fund	FICA Employee Ded. FICA Employee Ded. FICA Employee Ded. FICA Employee Ded.	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare En PR Batch 00002.01.2017 Medicare En PR Batch 00002.01.2017 FICA Emplo	1,022.79 26.40 239.22 112.90
				FICA	Employee Ded. Total:	1,401.31
0 0 0	01/19/2017 01/19/2017 01/19/2017 01/19/2017	Water Fund Water Fund Water Fund Water Fund	FICA Employers Share FICA Employers Share FICA Employers Share FICA Employers Share	IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank IRS EFTPS- Non Bank	PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo PR Batch 00002.01.2017 Medicare El PR Batch 00002.01.2017 FICA Emplo	239.22 112.90 26.40 1,022.79
				FICA	Employers Share Total:	1,401.31
84460	01/19/2017	Water Fund	HSA Employee	Premier Bank	PR Batch 00002.01.2017 HSA Emplo	140.55
				HSA	Employee Total:	140.55
0 0	01/19/2017 01/19/2017	Water Fund Water Fund	ICMA Def Comp ICMA Def Comp		0022' PR Batch 00002.01.2017 ICMA Defe 0022' PR Batch 00002.01.2017 ICMA Defe	47.26 1.49
				ICMA	Def Comp Total:	48.75
84473 84473	01/19/2017 01/19/2017	Water Fund Water Fund	Memberships & Subscriptions Memberships & Subscriptions	SUSA Treasurer SUSA Treasurer	Membership Dues-P. Coone Membership Dues-T. Fish	125.00 125.00
				Meml	berships & Subscriptions Total:	250.00
0	01/19/2017	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	18.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/19/2017	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.01.2017 Post Employ	162.83
				MN State I	Retirement Total:	181.22
0	01/19/2017	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.01.2017 MNDCP De	203.75
				MNDCP D	ef Comp Total:	203.75
84413	01/19/2017	Water Fund	Operating Supplies	Cemstone Products Co, Inc.	Concrete Supplies	1,017.50
0	01/25/2017	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	232.86
0	01/25/2017	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	413.99
0	01/25/2017	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	60.48
0	01/25/2017	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies-Credit	-137.72
84382	01/19/2017	Water Fund	Operating Supplies	Fra-Dor Inc.	Black Dirt	497.50
84384	01/19/2017	Water Fund	Operating Supplies	Gary Carlson Equipment, Corp.	Nylon Sling	210.00
84421	01/19/2017	Water Fund	Operating Supplies	Gary Carlson Equipment, Corp.	Hard Hats	39.40
84452	01/19/2017	Water Fund	Operating Supplies	Murlowski Properties Inc	Watermain Break Dump Fee	240.44
84498	01/25/2017	Water Fund	Operating Supplies	Murlowski Properties Inc	Watermain Break Dump Fee	739.84
				Operating	Supplies Total:	3,314.29
0	01/19/2017	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	1,036.13
0	01/19/2017	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	119.48
				PERA Emp	oloyee Ded Total:	1,155.61
0	01/19/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	119.48
0	01/19/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	159.39
0	01/19/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera additio	18.39
0	01/19/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.01.2017 Pera Emplo	1,036.13
				PERA Emp	oloyer Share Total:	1,333.39
84374	01/19/2017	Water Fund	Professional Services	Advanced Engineering & Environm	I&C System Services	180.00
0	01/25/2017	Water Fund	Professional Services	Gopher State One Call	Annual Facility Operator Fee	33.33
84466	01/19/2017	Water Fund	Professional Services	SanRon Properties, Inc.	Vehicle Storage Lease-Jan 2017	694.45
84401	01/19/2017	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location Service	2,761.78
				Professiona	al Services Total:	3,669.56
84395	01/19/2017	Water Fund	Rental	Q3 Contracting, Inc.	Sign Rental	310.95
84502	01/25/2017	Water Fund	Rental	Q3 Contracting, Inc.	Sign, Barrel Rental	446.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Rental T	otal:	757.70
84397	01/19/2017	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	315,320.46
				St. Paul	Water Total:	315,320.46
0 0	01/19/2017 01/19/2017	Water Fund Water Fund	State Income Tax State Income Tax	MN Dept of Revenue-Non Bank MN Dept of Revenue-Non Bank	PR Batch 00002.01.2017 State Incom PR Batch 00002.01.2017 State Incom	702.68 98.38
				State Inc	come Tax Total:	801.06
84497 84497	01/25/2017 01/25/2017	Water Fund Water Fund	Training Training	MN AWWA MN AWWA	Operator School Registration Operator School Registration	1,350.00 450.00
				Training	Total:	1,800.00
				Fund To	tal:	337,221.07
0	01/19/2017	Workers Compensation	Insurance	WCRA	Work Comp Premium	3,803.36
				Insurance	e Total:	3,803.36
84467	01/19/2017	Workers Compensation	Professional Services	SFM	South Dakota Premium Tax	268.00
				Professi	onal Services Total:	268.00
				Fund To	tal:	4,071.36
				Report T	otal:	1,723,454.22

REQUEST FOR COUNCIL ACTION

Date: 1/30/2017

fam / Truger

Item No.: 9.b

Department Approval City Manager Approval

Cttop K. mille

Item Description: Consideration to Approve or Deny the Issuance of a Gambling Exempt Permit.

BACKGROUND

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

Gambling Exempt Permit

- 6 Saint Rose of Lima Church
- 7 2048 Hamline Ave N
- 8 Roseville, MN 55113

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- Saint Rose of Lima Church is planning to hold a Bingo game at Saint Rose of Lime School located at 2072 Hamline Ave N on February 26, 2017. Saint Rose of Lima has held prior events approved by City Council
- without issue.

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POLICY OBJECTIVE

15 Required by City Code

16 FINANCIAL IMPACTS

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

18 STAFF RECOMMENDATION

- Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements. Staff
- 20 recommends approval of the license(s).

21 REQUESTED COUNCIL ACTION

22 Motion to approve the application for exempt permit.

Prepared by: Chris Miller, Finance Director

Attachments: A: Applications

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

12/16 Page 1 of 2

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

• conducts lawful gambling on five or fewer days, and

 awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION
Organization Church of Saint Rose of Lima Previous Gambling Permit Number: X-62002
Minnesota Tax ID Federal Employer ID Number, if any: 8570281 Number (FEIN), if any: 41-0790158
Mailing Address: 2048 Hamline Ave N
City: Roseville State: MN Zip: 55113 County: Ramsey
Name of Chief Executive Officer (CEO): Reverand Robert J. Fitzpatrick
Daytime Phone: 651-645-9389 Email: frfitz@saintroseoflima.net
NONPROFIT STATUS
Type of Nonprofit Organization (check one):
Fraternal Religious Veterans Other Nonprofit Organization
Attach a copy of one of the following showing proof of nonprofit status:
A current calendar year Certificate of Good Standing Don't have a copy? Obtain this certificate from: MN Secretary of State, Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 IRS income tax exemption (501(c)) letter in your organization's name Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500. IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter) If your organization falls under a parent organization, attach copies of both of the following: 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and 2. the charter or letter from your parent organization recognizing your organization as a subordinate.
GAMBLING PREMISES INFORMATION
Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Saint Rose of Lima Catholic School
Address (do not use P.O. box): 2072 Hamline Ave N
City or Township: Roseville Zip: 55113 County: Ramsey
Date(s) of activity (for raffles, indicate the date of the drawing): February 26, 2017
Check each type of gambling activity that your organization will conduct: Bingo Paddlewheels Pull-Tabs Tipboards
Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$

www.mn.gov/gcb and click on Distributors under List of Licensees, or call 651-539-1900.

LG220 Application for Exempt Permit

12/16 Page 2 of 2

The application is acknowledged with no waiting period.			
The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.			
The application is denied.			
Print County Name:			
Signature of County Personnel:			
TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organizatior is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: Signature of Township Officer:			
Title: Date:			
ired)			
ate to the best of my knowledge. I acknowledge that the financi of the event date. Date: 1-20-17 re; designee may not sign)			
MAIL APPLICATION AND ATTACHMENTS			
 Mail application with: a copy of your proof of nonprofit status, and application fee (non-refundable). If the application is postmarked or received 30 days or more before the event the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota. To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Questions? Call the Licensing Section of the Gambling Control Board at 			
-			

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

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Internal Revenue Service

Department of the Treasury

District Director Baltimore District

31 Hopkins Plaza, Baltimore, Md. 21201

▶ August 12, 1988

Telephone: (301) 962-4768

United States Catholic Conference Ms. Deirdre Halloran Associate General Counsel 1312 Massachusetts Avenue, N.W. Washington, D.C. 20005

Dear Ms. Halloran: .

In a ruling dated March 25, 1946, we held that the agencies and instrumentalities and all educational, charitable and religious institutions operated, supervised, or controlled by or in connection with the Roman Catholic Church in the United States, its territories or possessions appearing in the Official Catholic Directory for 1946, are entitled to exemption from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code of 1939, which corresponds to section 501(c)(3) of the 1954 Code. This ruling has been updated annually to cover the activities added to or deleted from the Directory.

The Official Catholic Directory for 1988 shows the names and addresses of all agencies and instrumentalities and all educational, charitable, and religious institutions operated by the Roman Catholic Church in the United States, its territories and possessions in existence at the time the Directory was published. It is understood that each of these is a nonprofit organization, that no part of the net earnings thereof inures to the benefit of any individual, that no substantial part of their activities is for promotion of legislation, and that none are private foundations under section 509(a) of the Code.

Based on all information submitted, we conclude that the agencies and instrumentalities and educational, charitable, and religious institutions operated, supervised or controlled by or in connection with the Roman Catholic Church in the United States, its territories or possessions appearing in the Official Catholic Directory for 1988 are exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to the agencies, instrumentalities and institutions referred to above, as provided by section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to them or for their use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

United States Catholic Conference

Beginning January 1, 1984, unless specifically excepted, you and your subordinates must pay taxes under the Federal Insurance Contributions Act (Social Security taxes) for each employee who is paid \$100 or more in a calendar year. You and your subordinates are not liable for tax under the Federal Unemployment Tax Act (FUTA).

Next year, within 90 days before the close of your annual accounting period, or by May 31, the date established by our letter of April 28, 1975, which gave an extension of time to file the information, please send one copy of the Official Catholic Directory of 1989 for each Internal Revenue District in which one or more of your subordinates are located, with four additional copies to this office.

The conditions concerning the retention of your group exemption as set forth in our previous determination letter of August 17, 1983 remain in full force and effect.

Your request for mailing instructions for the district offices were previously provided in our letter of July 15, 1988.

Sincerely yours,

Phil Brand District Director

cc: Mark E. Chopko General Coinsel 1312 Massachusetts Avenue, N.W. Washington, D.C. 20005

REQUEST FOR COUNCIL ACTION

Date: 1/30/2017

Item No.: 9.c

Department Approval

City Manager Approval

Cttyl K. mill

Para of Truegen

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

BACKGROUND

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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:

				Budget	P.O.	Budget /
Division	<u>Vendor</u>	Description	<u>Key</u>	<u>Amount</u>	<u>Amount</u>	CIP
Parks & Rec.	Precision Landscape	Diseased & Hazardous Tree Removal		\$ 75,000.00	\$ 30,000.00	Budget
Central Garage	Mansfield Oil	Blanket P.O. For Fuel Purchases	(a)	288,900.00	220,000.00	Budget

Comments/Description:

a) Fuel & Diesel purchases off the State Bid Contract.

Sale of Surplus Vehicles or Equipment

City Staff have identified surplus vehicles and equipment that have been replaced 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

18 POLICY OBJECTIVE

19 Required under City Code 103.05.

20 FINANCIAL IMPACTS

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

22 STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

Motion to approve the attached list of general purchases and contracts for services and where applicable; the trade-in/sale of surplus equipment.

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Prepared by: Chris Miller, Finance Director Attachments: A: 2017 CIP Purchase Summary

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City of Roseville

2017 Summary of Scheduled CIP Items

	Council <u>Approval</u>	P.O. <u>Amount</u>	Budget Amount	YTD <u>Actual</u>	<u>Difference</u>
Administration	Approvar	Amount	Amount	Actual	Difference
Office Furniture		\$ -	\$ -	\$ -	\$ -
Finance		7	*	*	_
Software Acquisition		_	20,000	_	20,000
Central Services					
Copier & Postage Machine Lease		-	77,840	-	77,840
Police			,		,
Marked Squad Car Replacements	1/23/2017	48,716	165,000	-	165,000
Unmarked Vehicle Replacement	1/23/2017	75,907	24,000	_	24,000
CSO Vehicle	1/23/2017	30,032	33,950	_	33,950
Vehicle Tools & Equipment		_	69,395	_	69,395
Vehicle Computers & Printers		_	13,045	_	13,045
Sidearms, Long-Guns, Non-Lethal Equip.		_	18,080	_	18,080
Tactical Gear		_	11,330	_	11,330
Crime Scene Equipment		_	3,000	_	3,000
Radio Equipment	1/23/2017	24,253	15,500	_	15,500
Office Equipment	-,,,	- 1,	20,025	_	20,025
Office Furniture		_	2,100	_	2,100
Kitchen Items		_	2,060	_	2,060
Fire			2,000		2,000
Battalion Chief Vehicle	1/23/2017	30,594	45,000	_	45,000
Automatic External Defibrillator	1,20,201,	-	8,000	_	8,000
Camera to assist with rescue/firefighting		_	7,000	_	7,000
Portable and mobile radios		_	80,000	_	80,000
Lighting equipment /portable		_	5,000	_	5,000
Response to water related emergencies		_	6,000	_	6,000
SWAT Gear/Equipment		_	10,000	_	10,000
Rescue Equipment	1/23/2017	34,144	30,000	_	30,000
Public Works	1,25,201,	5 .,1	20,000		20,000
#111 - Bobcat, snow blower		_	20,000	_	20,000
#123 Patch Hook Body		_	75,000	_	75,000
#125 5-ton Dump (tandem)	1/9/2017	177,218	230,000	_	230,000
Electronic message board-attenuator	1/23/2017	6,907	7,500	_	7,500
#166 Cimline Melter	1/23/2017	49,175	50,000	_	50,000
#108 Hydro Seeder	1,23,201,		60,000	_	60,000
#113 Tree chipper	1/23/2017	36,313	55,000	_	55,000
Street Signs	1,23,201,	-	50,000	_	50,000
Vehicle analyzer update		_	1,000	_	1,000
Jib crane (overhead motor & trolly)		_	7,500	_	7,500
Brake lathe		_	10,000	_	10,000
Parks & Recreation			10,000		10,000
Puppet Wagon		_	14,000	_	14,000
#519 Lee-boy grader			150,000	_	150,000
#520 Single axle trailer		-	5,000	_	5,000
#546 Toro groundmaster		_	35,000		35,000
#565 Smithco sweeper		-	8,000		8,000
#505 Holder snow machine		-	145,000	_	145,000
11505 Holder show machine		-	173,000	-	175,000

City of Roseville

2017 Summary of Scheduled CIP Items

	Council	P.O.	Budget	YTD	
	<u>Approval</u>	<u>Amount</u>	<u>Amount</u>	<u>Actual</u>	<u>Difference</u>
General Facility Improvements					
Police & PW garage Co2/No2 detectors		-	9,200	-	9,200
Update Flooring CH/PD		-	75,000	-	75,000
Overhead door replacement		-	20,000	-	20,000
Tables and chairs City Hall		-	30,000	-	30,000
Central Park gymnasium		-	20,000	-	20,000
Variable speed pump-skating center		-	15,000	-	15,000
Information Technology					
Computers (Notebooks, Desktop, Mobile)		-	30,400	-	30,400
Monitor/Display		-	8,700	-	8,700
MS Office License		-	14,721	-	14,721
Desktop Printer		_	1,200	-	1,200
Network Printers/Copiers/Scanners (13)		_	17,000	-	17,000
Network Switches/Routers (Roseville)		-	26,000	-	26,000
Network Switches/Routers (Shared)		-	18,509	-	18,509
Servers - Roseville Standalone (5)		-	5,000	-	5,000
Servers - Host - Shared (5)		_	17,500	_	17,500
Storage Area Network Nodes- Shared (8)	1/23/2017	31,250	27,500	_	27,500
Power/UPS - Closets (11)		-	1,320	-	1,320
Surveillance Cameras (53)		-	9,180	-	9,180
Telephone Handsets (283)		-	8,190	-	8,190
Wireless Access Points (38)		-	3,000	-	3,000
Office Furniture		-	25,000	-	25,000
Park Improvements					
Tennis & Basketball Courts		-	-	-	-
Shelters & Structures		-	-	-	-
Volleyball & Bocce Ball Courts		-	-	-	-
Pathway Lighting		-	-	-	-
PIP Items		-	-	-	-
Natural Resources		-	200,000	-	200,000
Street Improvements					
Improvements		-	2,100,000	-	2,100,000
Street Lighting					
Improvements		-	-	-	-
Pathways (Existing)					
Improvements		-	180,000	-	180,000
Communications					
Conference Room Equipment		-	4,500	-	4,500
Other Equipment		-	10,000	-	10,000
License Center					
General Office Equipment		-	17,900	_	17,900
Office Painting		_	6,500	_	6,500
Office Carpeting		-	15,000	-	15,000
Community Development					
Inspections Vehicle		-	18,000	-	18,000
Computer Replacements		_	5,000	_	5,000
Online Permit/Scheduling Software		-	50,000	-	50,000
Office Furniture		-	1,000	-	1,000

City of Roseville

2017 Summary of Scheduled CIP Items

	Council Approval	P.O. <u>Amount</u>	Budget Amount	YTD <u>Actual</u>	<u>Difference</u>
Water	- 1				
#208 Meter van		-	25,000	-	25,000
#210 4x4 pickup		-	25,000	-	25,000
#230 Ford 1/2-ton		-	20,000	-	20,000
#237 Wacker Compacter		-	50,000	-	50,000
Electronic message board-attenuator	1/23/2017	6,907	7,500	-	7,500
Booster station building maintenance		-	40,000	-	40,000
Replace Water Tower Fence		-	20,000	-	20,000
Water main replacement		-	1,000,000	-	1,000,000
Sanitary Sewer					
Electronic message board-attenuator	1/23/2017	6,907	7,500	-	7,500
Cleveland LS upgrade		-	550,000	-	550,000
Roof/Tuckpoint Fernwood/Rehab		-	75,000	-	75,000
Sewer main repairs		-	700,000	-	700,000
I & I reduction		-	100,000	-	100,000
Storm Sewer					
#132 Elgin sweeper 2002 3-wheel		-	225,000	-	225,000
Electronic message board-attenuator	1/23/2017	6,907	7,500	-	7,500
Field Computer Add/Replacements		-	5,000	-	5,000
#165 5 ton trailer	1/9/2017	11,480	12,000	-	12,000
Walsh Storm station Upgrades		-	60,000	-	60,000
Pond improvements/Infiltration		-	300,000	-	300,000
Storm Sewer Replacement/Rehabilitation		-	400,000	-	400,000
Golf Course					
Gas Pump Replacement		-	10,000	-	10,000
Course Netting/Deck/Shelter		-	12,000	-	12,000
		-	-	-	
Total - All Items			\$8,231,145	\$ -	\$8,231,145

REQUEST FOR COUNCIL ACTION

Date: January 30, 2017

Item No.: 9.d

Department Approval

City Manager Approval

Para / Truger

Item Description: Transportation Plan Request for Proposal

BACKGROUND

- Recently the Council approved a consultant, WSB and Associates, to update the Comprehensive
- Plan. One aspect of this update that was not included in that contract was the Transportation Plan
- 4 Update.

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- 5 Attached to this RCA is the Transportation RFP including the existing Pathway Master Plan and
- 6 Transportation Plan.
- 7 Some of the key components and options in the proposed RFP are as follows:
 - Update of the Transportation Plan
 - Update of the Pathway Master Plan
 - o Update of the pathway prioritization plan
 - Coordination with Comprehensive Plan consultant
 - The Public Works Environmental and Transportation Committee (PWETC) will be used as the lead source of input on the Transportation Plan and Pathway Master Plan Updates.
- The RFP was presented to the PWET Commission on January 24, 2017. The Commission recommended approval of the RFP.
- Proposals received will be reviewed and staff will recommend consultant tentatively on March 27,
- 17 2017.

18 POLICY OBJECTIVE

The Transportation Plan Update is a required update as part of the overall 2040 Comprehensive Plan.

20 BUDGET IMPLICATIONS

The Transportation Update is included in the budget. Cost will be paid through reserve funds.

22 STAFF RECOMMENDATION

23 Staff recommends that the City Council approve the Transportation Plan RFP.

24 REQUESTED COUNCIL ACTION

25 Approve the Transportation Plan RFP for issuance.

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Prepared by: Attachments: Jesse Freihammer, Asst. Public Works Director/City Engineer A: Transportation Plan Request for Proposals



REQUEST FOR PROPOSAL

Engineering Services For TRANSPORTATION PLAN UPDATE

January 2017

City of Roseville REQUEST FOR PROPOSAL

Engineering Services For Transportation Plan Update Overview

A. INTRODUCTION

The City of Roseville seeks a qualified, knowledgeable and experienced consultant to perform an update to the City's Transportation Plan.

B. <u>INQUIRIES</u>

The persons designated below shall be the only contacts for all inquiries regarding any aspect of this process and its requirements. Questions will be accepted until the date specified in the Tentative Schedule of Events. All questions or inquiries should be sent via email. Do not contact any other employee or representative regarding this RFP unless specifically indicated or instructed to do so in writing by the persons designated below:

Jesse Freihammer, City Engineer – jesse.freihammer@cityofroseville.com

C. SUBMITTAL GUIDELINES

Email an Adobe Acrobat *.pdf format of the Proposal to: Jesse Freihammer, jesse.freihammer@cityofroseville.com.

Subject line of email: "Proposal for Engineering Services for Roseville Transportation Plan Update"

Note - proposal shall include:

Signed Respondent Offer - Signature and Certification Form (Attachment A)
Respondent Proposal (Attachment B)
Survey Questionnaire (Attachment C- see guide to preparation)
Reference List (Attachment D- see guide to preparation)
Firm Background and Qualifications (Attachment E)

Do not submit copies to any other person or location - late proposals will NOT be considered.

Maximum size for email attachments is 20MB. Multiple emails with attachments are permitted.

PROPOSALS MUST BE RECEIVED BY EMAIL 12:00 p.m. CST – Friday, March 3, 2017

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APPENDI	IX C:	Roseville Comprehensive Plan Undate Timeline	

OVERVIEW OF PROCESS AND GENERAL INSTRUCTIONS

Carefully read the information contained in this RFP and email a complete response to all requirements, specifications and directions.

A. QUESTIONS AND INQUIRIES

Questions submitted by email to the designated contact for the RFP will be answered until the date noted in the Tentative Schedule of Events. Responses to written questions which involve an interpretation or change to this RFP will be issued in writing by addendum and e-mailed to all parties recorded by the City as having received a copy of this RFP. All such addenda issued by the City prior to the time that proposals are received shall be considered part of the RFP.

Only additional information provided by formal written addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect.

B. TENTATIVE SCHEDULE OF EVENTS

Be advised that these dates are subject to change as the City deems necessary.

RFP Issue Date:	January 31, 2017
Questions accepted about the RFP until:	12:00 p.m., March 3, 2017
Proposals Due:	12:00 p.m. CST, March 3, 2017
Council Meeting Date of Award:	March 27, 2017

C. EVALUATION CRITERIA

The Consultant selected for an award will be the firm whose proposal is responsive, responsible and the most advantageous to the City, as determined by the City in its sole discretion. The City intends to award a contract, subject to the terms of this RFP, to the best overall valued firm. Firms will be prioritized based on fees, past performance, current performance capability, and other criteria as outlined in this document. The City anticipates that all firms will have a fair and reasonable opportunity to provide service.

Evaluation criteria will be weighed according to the following categories:

CATEGORY	WEIGHT	CRITERIA	
Fees	30%	Proposal (Attachment B)	
Project Scope Understanding	30%	Proposal (Attachment B)	
Value Added	10%	Proposal (Attachment B)	
Background and Qualifications	20%	Background/Qualifications (Attachment E)	
Past Performance Survey	10%	Survey Questionnaire (Attachment C)	

The City reserves the right to add/delete/modify criteria or times, via an addendum, if it is in the City's best interest, as determined by the City in its sole discretion.

D. ISSUANCE OF RFP AND AWARD PROCESS

Issuance of this RFP does not compel the City to award a contract. The City reserves the right to reject any or all proposals wholly or in part and to waive any technicalities, informalities, or irregularities in any proposal at its sole option and discretion. The City reserves the right to

request clarification or additional information. The City reserves the right to award a contract or to re-solicit proposals or to temporarily or permanently abandon the procurement.

E. PROPOSAL SUBMISSION REQUIREMENTS

• DESCRIPTION OF SUBMITTAL: Email an Adobe Acrobat *.pdf format of the Proposal to: Jesse Freihammer, jesse.freihammer@cityofroseville.com.

Subject line of email: "Proposal for Engineering Services for Roseville Transportation Plan Update"

Note - proposal will include:

Signed Respondent Offer - Signature and Certification Form (Attachment A)
Respondent Proposal (Attachment B)
Survey Questionnaire (Attachment C- see guide to preparation)
Reference List (Attachment D- see guide to preparation)
Firm Background and Qualifications (Attachment E)

- LATE SUBMISSION: Late submissions will not be considered.
- UNSIGNED SUBMISSIONS: The Respondent's Offer Signature and Certification Form (Attachment A) must be signed by an authorized representative of your company. Unsigned submissions WILL NOT be considered.
- ATTACHMENT SIZE: Maximum size for email attachments is 20MB. Multiple emails with attachments are permitted.

F. OWNERSHIP OF PROPOSAL

All materials submitted in response to this request become the property of the City and may become a part of any resulting contract. Award or rejection of a proposal does not affect this right.

G. RELEASE OF CLAIMS, LIABILITY, AND PREPARATION EXPENSES

Under no circumstances shall the City be responsible for any proposal preparation expenses, submission costs, or any other expenses, costs, or damages of whatever nature incurred as the result of a Respondent's participation in this RFP process. The Respondent understands and agrees that it submits its proposal at its own risk and expense, and releases the City from any claim or damages or other liability arising out of the RFP and award process.

H. DURATION OF RESPONDENT'S OFFER

The proposal constitutes an offer by the Respondent that shall remain open and irrevocable for the period specified on the Respondent's Offer – Signature and Certification Form (Attachment A).

I. <u>ERRORS IN PROPOSALS</u>

The City shall not be liable for any errors in the Respondent's proposal. No modifications to the proposal shall be accepted from the Respondent after the Submittal Date and Time. The Respondent is responsible for careful review of its entire proposal to ensure that all information is correct and complete. Respondents are responsible for all errors or omissions contained in their proposals.

J. WITHDRAWING PROPOSALS

Respondents may withdraw their proposal at any time prior to the Submittal deadline by submitting a written request to the Contact for RFP Inquiries indicated on the Submittal Guidelines Page (Page 2). The written request must be signed by an authorized representative of the Respondent. The respondent may submit another proposal at any time prior to the Submittal deadline. No proposal may be withdrawn after the Submittal Date and Time without approval by the City. Such approval shall be based on the Respondent's submittal, in writing, of a reason acceptable to the City in its sole discretion.

K. ADDENDA

The City reserves the right to issue an addendum to the RFP at any time for any reason. If any addenda are issued such addenda shall be issued by the City prior to the time that proposals are received and shall be considered part of the RFP.

L. INTERVIEW

Finalist(s) may be required to participate in an interview and/ or presentation. Each Respondent should be prepared to discuss and substantiate any area of its proposal, its own proposals for the services required and any other area of interest relevant to its proposal.

M. RESPONSIBLE PROPOSERS (RESPONDENTS)

The City reserves the right to award project contracts only to the responsible respondents. Responsible respondents are defined as firms that meet the requirements of this RFP and demonstrate the financial ability, resources, skills, capability, willingness, and business integrity necessary to perform the contract. The City's determination of whether a Respondent is a responsible respondent is at the City's sole discretion.

N. NOTIFICATION OF AWARD

If the City makes an award as a result of this RFP process, the City will deliver to the selected Respondent a notice of selection. The engineering services contract shall consist of (but not limited to):

- a. The terms, conditions, specifications, and requirements of this RFP and its attachments;
- b. Any addenda issued by the City pursuant to this RFP;
- c. All representations (including, but not limited to, representations as to performance, and financial terms) made by the Respondent in its proposal and during any interview(s) or meeting(s) with the City;
- d. Any mutually agreed upon written modifications to the terms, conditions, specifications, and requirements to this RFP or to the proposal; and
- e. Performance evaluation criteria.

BACKGROUND/SCOPE OF WORK

PROJECT NAME: Roseville Transportation Plan Update

A. INTRODUCTION

The City of Roseville seeks a qualified consultant to prepare the update of the City's Transportation Plan which will then be used to complete the corresponding transportation section within the City's 2040 Comprehensive Plan update. WSB and Associates has previously been selected by the City Council to lead the overall Comprehensive Plan preparation including coordinating with the consultants chosen to complete the City's infrastructure plans and incorporation of those chapters into the overall document.

The City Council has affirmed with staff that this will only be an update of the City's current Comprehensive plan and not a full rewrite. The current plan shall be reviewed for completeness as per the Metropolitan Council's guidance documents and be updated as appropriate to reflect current conditions and industry standards. However, if required, new sections can be added if not previously addressed in the current plan.

In accordance with guidance from the Metropolitan Council, the Transportation Plan must encompass existing and planned modes of transportation, both public and private. All modes of transportation must be included: roadways, transit, bicycling, walking, aviation and freight.

In addition to the Transportation Plan Update, The City of Roseville also requests an update to the City's Pathway Master Plan.

B. BACKGROUND

The City of Roseville, Minnesota is a northern, first-ring suburb of both St. Paul and Minneapolis with a population of 33,660 as of the 2010 Census. The City is fully developed with areas of sporadic infill development of smaller lots. The City is also experiencing redevelopment in areas such as the Twin Lakes Business Area near I-35W and County Road C.

In 1976, the State of Minnesota enacted the Metropolitan Land Planning Act and gave the Metropolitan Council the responsibility to plan for the infrastructure needs of the seven-county metropolitan area. The Metropolitan Council completed its most recent development framework called Thrive MSP 2040 Plan requiring communities to submit updated comprehensive plans for review by the end of 2018.

The City of Roseville adopted its first Comprehensive Plan in 1956 and completed the most recent update in 2009. The Comprehensive Plan includes policies, goals, and calculations of land use needs for the city based upon growth projections for population, households, and employment. The Comprehensive Plan identifies the general areas in the community where commercial, residential, industrial, and open space land uses will be allowed and provides plans, objectives, and policies indicating how the growth areas will be provided with city services including roads, sewer and water facilities, and parks and open spaces.

As part of this process, the City also completes a Transportation Plan that is then used to complete the Transportation chapter of the overall Comprehensive Plan. The Transportation Plan and corresponding Comprehensive Plan chapter should address all issues identified by the Metropolitan Council in their most recent Transportation Policy Plan, as well as the specific issues for the City of Roseville. These specific issues are explained in detail in the Scope of Services.

Background Materials

The following list of background material should be considered for use by the selected consultant during preparation of this plan. This list should not be considered exhaustive:

- Metropolitan Council's Thrive MSP 2040 Plan
- Metropolitan Council's 2040 Transportation Policy Plan and Appendices
- Metropolitan Council's Local Planning Handbook and Guidance Documents
- City of Roseville 2030 Comprehensive Plan
- City of Roseville Imagine Roseville 2025 Final Report
- City of Roseville Transportation Plan, October 2009
- City of Roseville Twin Lakes Alternative Urban Area Wide Review
- City of Roseville Traffic Management Program
- City of Roseville Pathway Master Plan, September 2008
- City of Roseville roadway traffic volume counts
- Ramsey County available studies, plans, traffic volume counts, etc.

Coordination Efforts

The following coordination efforts must be included and addressed in the preparation of the Transportation Plan and Comprehensive Plan Transportation Chapter:

Coordination with Roseville's Overall Comprehensive Plan Update. The consultant for Roseville's Transportation Plan will work closely with WSB & Associates for the portion of the Comprehensive Plan update including land use, parks, and trails. Since transportation overlaps with many issues in the overall Comprehensive Plan Update, it is critical the two plans are coordinated and be consistent with each other. There may be numerous revisions between the two plans so the schedule needs to be flexible so collaboration can be done but must also meet the 2018 submission deadline.

<u>Compliance with Metropolitan Council Minimum Requirements.</u> Requirements of the Metropolitan Council must be met. Details can be found in their Thrive MSP 2040 Plan, 2015 System Statement for the City of Roseville, Checklist of Minimum Requirements for the City of Roseville, 2040 Transportation Policy Plan, Local Planning Handbook and other guidance documents.

The Metropolitan Council Transportation Policy Plan includes policies and strategies. Generally, Roseville's Transportation Plan shall be developed in accordance with these policies and strategies. If any of the policies or strategies is found to be in conflict with Roseville policies or strategies, the plan must explain the difference, why it exists, and how the difference still fits within the framework of the regional planning effort.

C. SCOPE OF SERVICES

The City of Roseville seeks a qualified consultant to provide the following scope of services summarized in each major category. :

1. Transportation Plan Elements

- Provide updates to meet the requirements of the Metropolitan Council as included in the Metropolitan Council's 2040 Transportation Policy Plan
 - i. Transportation Analysis
 - ii. Roadways

- iii. Transit
- iv. Bicycling and Walking
- v. Aviation
- vi. Freight
- Compile, review and evaluate all relevant reports and studies conducted by various agencies since the last Transportation Plan update.
- Update and validate Goals and Policies of the current 2030 Transportation Plan
- Reference the Pathway Master Plan within the appropriate sections of the overall Transportation Plan.
- Update and validate City transportation issues and projects
- Review and update the City's existing plan based on current conditions, staff input and Public Works, Environment and Transportation Commission (PWETC) input.
- Review and update the City's existing plan for current terminology, practices, industry standards and technology.
- Consideration of recently completed development traffic impact studies, corridor studies, County studies and MnDOT studies.
- Consideration of Plans and improvements completed or in progress by adjacent communities and Counties.
- Consideration of proposed minor land use changes along with the following major areas
 of land use review including a detailed review of the trip generation and corresponding
 transportation network need changes:
 - i. Twin Lakes Area

2. Update the City's Pathway Master Plan

- Review and update the Purpose, Benefits and Process portions of the Plan.
- Document the Work Plan completed to update the Pathway Master Plan.
- Provide updates to current pathway data and figures.
- Review and update current Operation and Maintenance Practices
- Identify current issues related to pathways within the City.
- Review and modify Policies and Standards as necessary.
- Provide recommendation to the City on an action plan.
- Review and update the current Project Prioritization schedule.
 - i. Document the ranking criteria used to create the prioritization schedule.
- Update definitions as necessary.

3. Planning Process, Meetings, Presentations, Communications and Deliverables

- Project initiation meeting to discuss plan process and schedule.
- Provide for meetings with City staff to strategize the establishment of goals and policies and to identify problems and priorities.
- Assume a fully consultant-facilitated public involvement process. Provide strategy for public involvement and approvals by various elected and appointed bodies within the City of Roseville.
 - i. Some public engagement will be coordinated with the Comprehensive Plan community engagement.

- ii. Public engagement shall address both the Pathway Master Plan Update as well as the Transportation Plan Update.
- Provide for the preparation and facilitation of a maximum of three (3) meetings with the City's Public Works, Environment and Transportation Commission (PWETC). Assume that the interface with the public at-large is through the PWETC meetings.
- Compile comments from City commissions and advisory groups.
- Provide copies of the draft and final Transportation Plan to reviewing agencies.
- Compile and address inter-agency review comments.
- Identify and evaluate any other agency requirements and include coordination time with those agencies.
- Include at least one progress draft, for both the Pathway Master Plan and the Transportation Plan at the end of the public involvement process.
- Include the distribution of draft documents to reviewing agencies for mandated agency review time periods.
- Provide a mode of electronic distribution for the final product of each Plan (Transportation and Pathway) for posting on the City website.
- Obtain all final approvals with all reviewing agencies and the Roseville City Council.

D. SCHEDULE

The following schedule is anticipated for the overall project:

Issue Request for Engineering Services	January 31, 2017
Receive Proposals	March 3, 2017
Select Consultant	March 27, 2017
Progress Draft	October 2017
City Council Adopts Plan	December 2017

Consultant is responsible for building out details of Transportation Plan Update timeline within the above anticipated timeframe for completion.

Appendix C includes a tentative timeline for the overall Comprehensive Plan update.

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Proposal Submission

A. Valid Proposal

In order to be considered valid, an electronic version of the proposal will be submitted in PDF format. The submittal shall at least include a letter of transmittal, a completed Respondent Offer – Signature and Certification Form (Appendix A) and the proposal. These items shall include the following information:

- 1. Letter of transmittal: signed by the officer of the company who can be accountable for all representations in the proposal.
- 2. Respondent Offer Signature and Certification Form (Appendix A)
- 3. Electronic copy of the proposal: The proposal shall be limited to 25 pages (the other required sections do not count against the 25 page limit). Proposals should be complete and concise. The proposal must contain the following information, presented in the order shown:
 - a) Consultant Team Description: Introduce the consultant team, define the role(s) of the firm or firms involved with each of the various aspects of the construction of the project.
 - b) Key Staff: List key staff along with a brief statement of their respective role.
 - c) Proposed Work Plan and Tasks: Discuss specific project tasks with a brief discussion of the recommended approach(es) to be taken. The scope of consultant work necessary to achieve desired results should be identified. Specific techniques and methodologies should be included in this section.
 - d) Project tasks. Respond to listed tasks in the RFP and identify any additional tasks required for the successful delivery of this project and the construction of the proposed improvements. For each task listed, identify:
 - Specific staff to be involved, roles, responsibilities
 - Time commitment for each person
 - Estimated timeframe for each major task/element and project total
 - Deliverables
 - City responsibilities
 - e) Experience and Qualifications: Identify the general background, structure and organization, and available resources personnel and experience of the participating firm(s). Additional information should be included to demonstrate competence and performance ability in similar projects. The project manager and other members of the project team should be identified with relevant information concerning training and experience, which prepares them for the particular project responsibilities.
 - f) Fees (Attachment B)
 - g) Resumes of key project participants, including prior projects of similar size and scope for which the participants played the same or a similar role as proposed for this project.
- 4. Survey Questionnaire Form and Reference List (Attachments C and D)

B. Proposal Submission Process

- 1. Notice to Proposer
 - a) The City is not responsible for costs incurred by anyone responding to this Request for Proposals.
 - b) Upon submission, all proposals become the property of the City, which retains the right to use any concept or idea presented in any proposal submitted, whether or not that proposal is accepted.

- c) The City expressly reserves the right to amend or withdraw this Request for Proposals at any time and to reject any or all proposals.
- d) The City is not bound to accept the lowest cost proposal.
- e) Proposers are held legally responsible for their proposals and proposal budgets. Proposers are not to collude with other proposers and competitors or take any other action that will restrict competition. Evidence of such activity will result in rejection of the proposal.
- f) The City reserves the right to negotiate contract terms contemporaneously and /or subsequently with any number of proposers as the City deems to be in its best interests.
- g) The City reserves the right to request any additional information at any stage of the Request for Proposals process. Compliance shall be at proposer's expense.

2. Submission

- a) Proposals are due by 12:00 p.m. CST on March 3, 2017. Submit to: Jesse Freihammer, jesse.freihammer@cityofroseville.com.
- b) The response must include an Adobe Acrobat *.pdf format copy. Unsigned proposals may be considered invalid.
- c) A proposal may be withdrawn on written request of the proposer prior to the proposal due date. Negligence of the proposer in preparing this proposal confers no right to withdraw the proposal after the proposal due date. Prior to the due date, changes may be made, provided the proposer or the proposer's agent initials the change. If the intent of the proposer is not clearly identifiable, the interpretation most advantageous to the City will prevail. Once submitted, a proposal becomes public property and will not be returned.
- d) Failure to submit a proposal on time may constitute grounds for the rejection of the proposal.
- e) All information included in the submitted proposal will be classified in accordance with Section 13.591 of Minnesota statutes governing data practices.

II. EVALUATION AND CONTRACT AWARD

A. Evaluation

- 1. The City reserves the right to waive any minor irregularities in the proposal request process.
- 2. The City reserves the right to interview any or all proposers at its discretion.
- 3. Oral interviews may be conducted after evaluation of written proposals by the selection panel. Each Respondent should be prepared to discuss and substantiate any area of its proposal, its own proposals for the services required and any other area of interest relevant to its proposal.
- 4. The Proposal Evaluation Team will be made up of City of Roseville Staff.
- 5. Proposals will be evaluated by a Proposal Evaluation Team in accordance with the following factors:
 - <u>Fees</u> (30%): Complete Attachment B. If additional Major Tasks are identified in the Consultant's proposal that are not listed in the RFP, then add those Major Tasks to the form.
 - <u>Project Scope Understanding</u> (30%): Scoring will be based on, but not exclusively, the following:
 - 1. Expressed understanding of the project, schedule, and work tasks
 - 2. Demonstrated understanding of local, regional, and state government's construction requirements

- 3. Detail and quality of proposed work plan, schedule, and specified products
- 4. Quality of presentation graphics, verbal skills, time management, and responses to questions, etc.
- <u>Value Added</u> (10%): Scoring will be based on, but not exclusively, the following:
 - 1. Services provided by the consultant that give additional value to the overall project.
 - 2. Identify options, ideas, alternatives or suggestions that add value to the Transportation and/or the Pathway Master Plan.
- <u>Background and Qualifications</u> (20%): Scoring will be based on, but not exclusively, the following:
 - 1. Consultant qualifications structure and organization, general background and reputation, readily available resources in personnel/experience/ information systems, including financial and technical resources, compliance with public policy, and demonstrated competence and performance.
 - 2. Personnel qualifications education, experience, and reputation of staff members assigned to the project
 - 3. Experience on similar projects in regards to scale, design elements and agency involvement.
 - 4. Experience with the City of Roseville and other projects related to traffic studies.
- Past Performance Survey (10%): The average score of all respondents will be converted to a score of 1-10. An average survey score of 73-80 will be given a proposal score of 10, 65-72 a 9, and so forth. An average survey score of 0-8 will be given a proposal score of 1
- 6. The Roseville City Council will make the final decision, using recommendations by the Proposal Evaluation Team.

B. Contract

- 1. A City professional services agreement will be executed upon selection of a consultant based on the proposal and negotiations as applicable (see Attachment E for a sample agreement). The contract will be based on hourly rates, overhead plus professional fee, and direct expenses with a firm not to exceed total cost limit.
- 2. The agreement will include the following payment provisions:
 - "Services will be compensated on a time and materials basis up to a maximum not-to-exceed cost, inclusive of fees and reimbursable expenses. Payments will be made based upon monthly invoices for work performed.
- 3. Payment of interest on late payments and disputes regarding payments shall be governed by the provisions of Minn. Stat. Section 471.425.
- 4. If reimbursement of expenses is included, the City will only reimburse at actual cost for out of pocket expenses. Mileage will be reimbursed at the rate for City employees.
- 5. Prior to execution of a contract by the City, the successful proposer shall provide a certificate of insurance acceptable to the City Attorney.

RESPONDENT OFFER – SIGNATURE AND CERTIFICATION FORM

The undersigned has carefully examined all instructions, requirements, specifications, terms and conditions of this RFP; understands all instructions, requirements, specifications, terms and conditions of this RFP; and hereby offers and proposes to furnish the services described herein at the prices quoted in the Respondent's Proposal, and in accordance with the requirements, specifications, terms and conditions of this RFP.

The Respondent also certifies:

- 1. Its proposal is a valid and irrevocable offer for the City's acceptance for a minimum of 90 days from the proposal deadline shown in the Submittal Guidelines (Page 2) of this RFP to allow time for evaluation, negotiation, selection, and any unforeseen delays, and that its proposal, if accepted, shall remain valid for the life of the contract.
- 2. It is a reputable firm engaged in providing engineering services necessary to meet the requirements, specifications, and terms and conditions of this RFP.
- 3. It has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the requirements, specifications, and accepts all terms and conditions of this RFP.
- 4. It is aware of, is fully informed about, and is in full compliance with all applicable federal, state, and local laws, rules, regulations, and ordinances.
- 5. All statements, information, and representations prepared and submitted in response to this RFP are current, complete, true, and accurate. The Respondent acknowledges that the City will rely on such statements, information, and representations in selecting the successful Respondent.
- 6. It shall be bound by all statements, representations, and guarantees made in its proposal including, but not limited to, representations as to performance and financial terms.
- 7. Submission of a proposal indicates the Respondent's recognition that some subjective judgments may be made by the City as part of the evaluation.

Shaded area will be redacted and replaced with a Respondent identification code prior to evaluation.

Authorized Signature:	X
Name (type or print):	
Title (type or print):	
Date:	

RESPONDENT PROPOSAL

The City of Roseville will review and evaluate each proposal, and selection will be made based on the items listed below. The firms submitting proposals shall include statements on the following items as a part of their proposal:

Project Scope Understanding:

Describe the approach that will be used to complete each of the tasks listed in RFP section IIC. Scope of Services. List all assumptions, City Responsibilities, Consultant Responsibilities, and Consultant Deliverables. (3 pages)

Fees:

Based on the scope of services shown in section IIC of this RFP, <u>provide the total estimated fees in the following table format.</u> (Please attach fee schedule)

Labor costs shall be proposed on an hourly basis. Labor costs and expenses shall be identified and subtotaled for each Major category. Total costs shall be proposed on a not-to-exceed basis.

Scope of Services Major Categories			
Show all individual tasks broken out under each category.	Position responsible (add columns as needed)	Total Hours	Total Fee
Coordination with City Staff and Reviewing Agencies			
Understand the City's Transportation Plan			
Effective and Meaningful Public Involvement Process			
Goal Setting, Policies, Implementation Plan and Priorities			
Development of Draft & Final Plan			
Follow-Through on Approvals			
Total Not to Exceed Cost:	NA	NA	
Reimbursable expenses:	NA	NA	

Schedule:

Provide schedule for completion of Transportation Plan Update

GUIDE TO PREPARING

SURVEY QUESTIONNAIRE FORM (ATTACHMENT C)

And

REFERENCE LIST (ATTACHMENT D)

OVERVIEW

The City of Roseville is implementing a process for Request for Proposals that collects past performance evaluations of firms and their key personnel. This information will be used to assist the City in selecting the best overall valued firm for Services as specified within the scope of service.

To assist the City in identifying the past performance of a firm, the following process will be used:

- 1. The firm will prepare a list of clients that will be sent a survey. The general form of the reference list is shown on Attachment D.
- 2. The firm will prepare surveys forms and send to their past and present clients. Use Attachment C for the survey form. (4 minimum- 10 maximum)
- 3. The clients will complete the surveys and send back to the firm.
- 4. The firm will compile and submit all of the surveys and reference list with their RFP.
- 5. The ratings will then be averaged together to obtain a firm's past performance rating.

Attachment C

SURVEY QUESTIONNAIRE

CITY OF ROSEVILLE

То:	Survey	ID	
	(Name of person completing survey)		
Phone:	Fax:		
Subject:	Past Performance Survey of:		
	(Name of Company)		
	(Name of Individuals)		
personnel. The world a with 10 repression were ve	Roseville is implementing a process that collects past performance informathe firm/individual listed above has listed you as a client for which they have oppreciate your taking the time to complete this survey. Rate each of the cresenting that you were very satisfied (and would hire the firm/individual agary unsatisfied (and would never hire the firm/individual again). Please rate knowledge. If you do not have sufficient knowledge of past performance in the process of the contraction of the cresent process of the cresent p	previously p iteria on a s ain) and 1 re e each of the	performed work. cale of 1 to 10, presenting that e criteria to the
NO	CRITERIA Ability to manage the project cost (minimize change orders)	UNIT (1-10)	
2	Ability to maintain project schedule (complete on-time or early)	(1-10)	
3	Quality of workmanship	(1-10)	
4	Professionalism and ability to manage (includes responses and prompt payment to suppliers and subcontractors)	(1-10)	
5	Close out process (no punch list upon turnover, warranties, as-builts, operating manuals, tax clearance, etc. submitted promptly)	(1-10)	
6	Communication, explanation of risk, and documentation	(1-10)	
7	Ability to follow the users rules, regulations, and requirements (housekeeping, safety, etc)	(1-10)	
8	Overall customer satisfaction and comfort level in hiring vendor/individual again	(1-10)	
Please fa	u for your time and effort in assisting the City of Roseville in thi x the completed survey to: at Fax # () copy to ame (of Evaluator) Signature (of Evaluator)		

Attachment D

REFERENCE LIST

SURVEY ID CODE City Assigned	CLIENT NAME	MAILING ADDRESS	CONTACT NAME	PHONE NUMBER	EMAIL ADDRESS

Attachment E

FIRM BACKGROUND AND QUALIFICATIONS

The City of Roseville will review and evaluate each proposal, and selection will be made on the basis of the criteria listed below. The firms submitting proposals shall include with their proposal statements on the following:

A. Proven management skills and technical competence including specialized experience in comprehensive surface water management plan (CSWMP) development. Demonstrated performance in providing well organized, accurate, and fully coordinated documents; and projects delivered on time and within budget. (5 pages maximum)

Management Skills and Technical Expertise include as a minimum:

- List of CSWMPs completed including description, scope, project cost, and owner's contact information. Provide access to an example report completed by the firm via the internet.
- Information on delivery of projects on time and within budget. Provide design time (contract/actual); cost of plan (estimated/actual); problems encountered and solutions devised. Minimum 2, maximum 4 similar projects.
- B. Credentials of project team, including: project manager's related projects; history of the proposed team working together on past projects, particularly as related to prior work with CSWMP projects. (1 page each)

Include as a minimum:

- 1. Identification of project manager and project team.
- 2. Project manager's resume and portfolio of related projects.
- 3. Resumes of key project staff members.

Attachment F

CONTRACT TERMS and CONDITIONS

The selected Respondent will enter into the following contract with the City of Roseville. The contract shall be effective from the date it is entered into until December 31, 2017. Firms should clearly identify any proposed devotions from the contract terms and conditions in their proposal response.

Example contract

Standard Agreement for Professional Services

	Th	is Agreement	("Agreement")	is made on the _	day of		,	,
betv	ween	the City	of Roseville,	a municipal		(hereinafter	"City"),	and
(hei	reina fte	r "Consultant	").		_, a _			
				Preliminary State	ement			
prosucl	fessiona h servic	al services fo ces enter into	r City projects. written agreeme	g the selection and That policy requires ents with the City. ance of professional	s that persons, The purpose	firms or corpor of this Agreeme	rations prov	vidin g
The	City a	and Consultant	t agree as follows	s:				
	"A" at	tached hereto erms of this	("Work") in co Agreement shall	ultant agrees to pro- nsideration for the l take precedence by the Consultant.	compensation over and su	set forth in Pr	rovision 3 b	elow.
2.	Term.			greement shall of signature by the			, thi	rough
	_			City agrees to pay tork, subject to the f		the compensat	tion describ	ed in
	A.	Consultant s	shall require prio	which may result r written approval does not have such	of the City.	The City will n		
	В.	when require by the City.	ed by the comple The Consultan	tractors and/or sub- ex or specialized n t shall be responsi- ontractors unless of	ature of the Wible for and sl	ork when authorial pay all co	orized in w sts and exp	ritin g ense s
4.	City R	epresentative	and Special Re	quirements:				
	A.	transmit inst decisions wi	tructions, receive	shall act and this Agreement. The information and work to be perforts or make binding	Such represe interpret and med under this	entative shall he define the Cit Agreement, b	nave authori ty's policies out shall not	ity to and have

- to the Work or this Agreement. The City may change the City's representative at any time by notifying the Consultant of such change in writing.
- B. In the event that the City requires any special conditions or requirements relating to the Work and/or this Agreement, such special conditions and requirements are stated in Exhibit C attached hereto. The parties agree that such special conditions and requirements are incorporated into and made a binding part of this Agreement and the Consultant agrees to perform the Work in accordance with, and that this Agreement shall be subject to, the conditions and requirements set forth in Exhibit C.
- 5. *Method of Payment*. The Consultant shall submit to the City, on a monthly basis, an itemized invoice for Work performed under this Agreement. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:
 - A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. For all other Work, the Consultant shall provide a description of the Work performed and the period to which the invoice applies. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. In addition to the foregoing, all invoices shall contain, if requested by the City, the City's project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement, and such other information as the City may from time to time reasonably require.
 - B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Consultant: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."

The payment of invoices shall be subject to the following provisions:

- A. The City shall have the right to suspend the Work to be performed by the Consultant under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the delivery upon the Consultant of the written notice from the City of such suspension.
- B. The Consultant shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.
- 6. **Project Manager and Staffing.** The Consultant has designated ______ and _____ ("Project Contacts") to perform and/or supervise the Work, and as the persons for the City to contact and communicate with regarding the performance of the Work. The Project Contacts shall be assisted by other employees of the Consultant as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. The Consultant may not remove or replace the Project Contacts without the prior approval of the City.
- 7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind.
- 8. Audit Disclosure. Any reports, information, data and other written documents given to, or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential

shall not be made available by the Consultant to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Consultant.

- 9. *Termination*. This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Consultant at the address of the Consultant set forth in Provision 26 below, a written notice at least ten (10) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Consultant through and until the date of termination so long as the Consultant is not in default under this Agreement. If the City terminates this Agreement because the Consultant is in default of its obligations under this Agreement, no further payment shall be payable or due to the Consultant following the delivery of the termination notice, and the City may, in addition to any other rights or remedies it may have at law or in equity, retain another consultant to undertake or complete the Work to be performed hereunder.
- 10. *Subcontractor*. The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
- 11. *Independent Consultant*. At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
- 12. Non-Discrimination. During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.
- 13. Assignment. The Consultant shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City.
- 14. Services Not Provided For. No claim for services furnished by the Consultant not specifically provided for herein shall be paid by the City.
- 15. Compliance with Laws and Regulations. The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the

Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.

- 16. *Waiver*. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either parties ability to enforce a subsequent breach.
- 17. *Indemnification*. The Consultant agrees to defend, indemnify and hold the City, and its mayor, council members, officers, agents, employees and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from any act or omission of the Consultant, its officers, agents, employees, contractors and/or subcontractors pertaining to the execution, performance or failure to adequately perform the Work and/or its obligations under this Agreement.

18. Insurance.

- A. General Liability. Prior to starting the Work and during the full term of this Agreement, the Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Consultant or by any subcontractor of the Consultant, or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Provision 18 or such greater coverages and amounts as are required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.
- B. The Consultant shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation: Statutory Limits

Commercial General Liability: \$1,000,000 per occurrence

\$1,000,000 general aggregate

\$1,000,000 products – completed operations

aggregate

\$5,000 medical expense

Comprehensive Automobile

Liability: \$1,000,000 combined single limit (shall include

coverage for all owned, hired and non-owed

vehicles.

- C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:
 - (i) Personal injury with Employment Exclusion (if any) deleted;
 - (ii) Broad Form Contractual Liability coverage; and
 - (iii) Broad Form Property Damage coverage, including Completed Operations.

- D. During the entire term of this Agreement, and for such period of time thereafter as is necessary to provide coverage until all relevant statutes of limitations pertaining to the Work have expired, the Consultant shall procure, maintain and pay for professional liability insurance, satisfactory to the City, which insures the payment of damages for liability arising out of the performance of professional services for the City, in the insured's capacity as the Consultant, if such liability is caused by an error, omission, or negligent act of the insured or any person or organization for whom the insured is liable. Said policy shall provide an aggregate limit of at least \$2,000,000,000.
- E. The Consultant shall maintain in effect all insurance coverages required under this Provision 18 at Consultant's sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless otherwise agreed to by the City in writing. In addition to the requirements stated above, the following applies to the insurance policies required under this Provision:
 - (i) All policies, except the Professional Liability Insurance Policy, shall be written on an "occurrence" form ("claims made" and "modified occurrence" forms are not acceptable);
 - (ii) All policies, except the Professional Liability Insurance Policy and the Worker's Compensation Policy, shall name "the City of Roseville" as an additional insured;
 - (iii) All policies, except the Professional Liability Insurance Policy and the Worker's Compensation Policy, shall insure the defense and indemnify obligations assumed by Consultant under this Agreement; and
 - (iv) All policies shall contain a provision that coverages afforded thereunder shall not be canceled or non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the City.

A copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Consultant's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph 18, must be filed with the City prior to the start of Consultant's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Consultant has complied with all insurance requirements. Renewal certificates shall be provided to the City prior to the expiration date of any of the required policies. The City will not be obligated, however, to review such declaration page, riders, endorsements or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents, and receipt thereof shall not relieve the Consultant from, nor be deemed a waiver of, the City's right to enforce the terms of the Consultant's obligations hereunder. The City reserves the right to examine any policy provided for under this Provision 18.

- 19. Ownership of Documents. All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.
- 20. *Dispute Resolution/Mediation*. Each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation

Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. The cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

	dar this
right to conduct a review of the performance of the Work performed by the Consultant un	idei uns
Agreement. The Consultant agrees to cooperate in such review and to provide such information	ation as
the City may reasonably request. Following each performance review the parties shall, if re	equested
by the City, meet and discuss the performance of the Consultant relative to the remaining Wo	ork to be
performed by the Consultant under this Agreement.	

- 22. *Conflicts.* No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
- 23. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota.
- 24. *Counterparts*. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
- 25. Severability. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
- 26. *Notices*. Any notice to be given by either party upon the other under this Agreement shall be properly given: a) if delivered personally to the City Manager if such notice is to be given to the City, or if delivered personally to an officer of the Consultant if such notice is to be given to the Consultant, b) if mailed to the other party by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally, recognized, reputable overnight courier for overnight delivery to the other party addressed as follows:

If to City:	City of Roseville Roseville City Hall 2660 Civic Center Drive Roseville, MN 55113 Attn: City Manager
If to Consultant:	
	Attn:

Notices shall be deemed effective on the date of receipt if given personally, on the date of deposit in the U.S. mails if mailed, or on the date of delivery to an overnight courier if so delivered; provided, however, if notice is given by deposit in the U.S. mails or delivery to an overnight courier, the time

for response to any notice by the other party shall commence to run one business day after the date of mailing or delivery to the courier. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, 10 days prior to the effective date of such change.

27. Entire Agreement. Unless stated otherwise in this Provision 27, the entire agreement of the parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein. The following agreements supplement and are a part of this Agreement:

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE	
By: Mayor	_
By:City Manager	_
(NAME OF CONSULTANT)	
By:	
Ita	

REQUEST FOR COUNCIL ACTION

Date: January 30, 2017

Item No.: 9.e

Department Approval

City Manager Approval

Paus / Trugen

Item Description: Approve Annual Contract with Northeast Youth and Family Services

BACKGROUND

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3 The City of Roseville has long partnered with Northeast Youth and Family Services (NYFS) to

- provide services to at-risk youth and families in Roseville. Included as Attachment A is the draft
- 5 contract between the City and NYFS for continuing services in 2017. The cost of this contract is
- \$54,530 and has been included in the 2017 City Budget.

7 REQUESTED COUNCIL ACTION

8

Motion to approve annual contract with Northeast Youth and Family Services to provide services to at-risk youth and families in Roseville.

11

10

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments: A: 2017 Agreement between the City of Roseville and NYFS

AGREEMENT

I. PARTIES

This agreement is made and entered into by and between the City of Roseville Minnesota ("City") and Northeast Youth and Family Services ("NYFS").

II. RECITALS

- A. NYFS is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within their community environment with emphasis on providing services through collaboration and coordination with existing community resources. These services are available to youth and families residing in the northern suburbs of Ramsey County, including, but not limited to, the municipalities which are signatory to agreements which are identical to this Agreement ("participating municipalities") and students and families from Independent School Districts 621, 622, 623, 624, 282 and 832.
- B. Through this Agreement the City intends to contract with NYFS to provide such services to its residents and to act as a sponsor of NYFS by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.
- C. This Agreement shall be used as the formal agreement between NYFS and each of the participating municipalies. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the City and NYFS.

III. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

- A. <u>Prior Agreements Cancelled</u>. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled.
- B. <u>Services Provided</u>. NYFS shall provide the City and its residents with youth and family programs set forth in the Addendum attached hereto.
- C. <u>Principles of Service and Program Establishment and Operations</u>. On a yearly basis and prior to submission of its annual budget, as provided for hereafter, NYFS shall:
 - Report regarding proposed changes in services and programs to the City; and

2. Establish a fair and open bidding/request for proposal (RFP) process to contract, manage or provide such services and programs, which are not directly provided by NYFS staff.

D. Funding

- 1. In addition to the participating municipalities' share of the annual budget, funds for the operation of NYFS will be raised by NYFS endeavoring to secure user fees, grants and appropriations from private organizations, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.
- 2. The City shall pay annually to NYFS the base amount listed in Exhibit A. This base amount will be adjusted annually for inflation/deflation using the Standard Metropolitan Statistical Area Consumer Price Index for All Urban Consumers (CPI-U). Such adjustment shall not exceed plus or minus 3% in any year. Any adjustment in the payment beyond those indicated by reference to the CPI-U shall require approval of each of the participating municipalities.
- 3. Any new City joining into this agreement will pay a base amount annually to NYFS that is on par with the amount paid by current participating municipalities.
- 4. Amounts payable by the City shall be paid to NYFS on or before January 30th of each year, or at a date mutually agreed upon by both parties, to cover the City's share for that year.
- E. <u>Board of Directors</u>. This agreement is contingent upon the City having the right to a seat on the Board of Directors. The Board of Directors shall be limited to not more than 30 Board members.
- F. <u>Further Obligations of NYFS</u>. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon NYFS doing the following:
 - 1. The Bylaws of NYFS shall be amended to add provisions requiring an open process for contracting services as provided for in paragraph C.2., above, and prohibiting NYFS from supporting or opposing individual candidates for election to public office in any of the participating municipalities; and adding the requirement that IRS 501.C3 status be maintained.
 - 2. On or before June 30, of any year NYFS shall submit the proposed city budgeted amount for the subsequent year.

- 3. On or before November 30, of any year NYFS shall submit a written report to the City including an Annual Report, the audited financial statement, and a program specific summary of services provided to the municipality; in addition, 30 days from the end of each calendar quarter, NYFS shall submit a written report to the participating municipality.
- 4. Periodically advising the City of services available through NYFS to the City's residents;
- 5. Establishing a sliding scale for services available through NYFS to the City's residents and periodically advising the City of such fees;
- 6. Providing other reasonable information requested by the City;
- 7. Purchasing a policy of liability insurance in the amount of at least \$1,500,000.00, naming the City as an additional insured and providing a copy of the insurance certificate evidencing such policy to the City;
- 8. Provide the City with a copy of its Articles of Incorporation, Bylaws, Amendments thereto, and the IRS tax exempt status letter;
- 9. NYFS shall defend and indemnify the City from any and all claims or causes of actions brought against the City of any matter arising out of this Agreement or the services provided pursuant to this Agreement; and,
- 10. Without the written approval of the City, NYFS will not enter into any agreement with any other city which differs from the terms and conditions of this Agreement.
- G. <u>Term</u>. The term of this agreement will be through December 31, 2017. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, NYFS will continue to provide services to the City if a successor agreement has not been executed prior to the end of the term.
- H. (A) <u>Distribution of Assets Upon Dissolution</u>.

If NYFS ceases to operate, the Board of Directors will do one of the following:

- 1. Give the assets to one or more non-profit agencies providing similar social services in the northern suburbs of Ramsey County; or,
- Form a new Foundation to fund appropriate social service programming in the northern suburbs of Ramsey County.

The final Distribution of Assets Plan must be approved by the Ramsey County District Court.

(B) <u>Deviation from the Mission</u>.

If the City Council determines that NYFS has materially deviated from its mission (See II. Recitals, A.), the City Council may ask the NYFS Board of Directors to consider dissolving the agency and liquidating the assets. The Board will do one of the following:

- 1. Consider the request and by a majority vote deny it.
- 2. Consider the request and by a majority vote agree to modify the programs to be consistent with the mission.
- 3. Consider the request and by a majority vote agree with the request and move to dissolve the agency and liquidate the assets.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

By: Elected Official Its: Clerk/Manager Dated: NORTHEAST YOUTH & FAMILY SERVICES By: President/CEO Its: Chair of the Board of Directors Dated:

CITY OF ROSEVILLE

12/2016

Northeast Youth & Family Services

NYFS services fall into two categories: mental health services and youth development programs. By serving both areas within our agency, we can provide a continuum of care. This has proven beneficial because although mental health and youth development have similar goals, their distinctions also complement each other.

Contracted Services

Mental Health Services:

 Mental Health Counseling – licensed mental health staff provide therapy for the emotional health of children, teens and adults.

Youth Development Programs:

- Youth Diversion a coordinated range of services for youth who have committed minor offenses (e.g. shoplifting, chemical/alcohol use, vandalism) to help them focus on positive behavior and prevent recidivism.
- Senior Chore Program youth and other adults complete seasonal and household tasks to help seniors remain independent.

Non Contracted Services

Mental Health Services:

- Northeast Educational & Therapeutic Services (NETS) provides academics and therapy for youth with mental illnesses who can not function in traditional school environments in grades 6-12.
- REACH Academy program run in collaboration with the Mounds View School
 District that provides academic instruction and therapeutic support to middle and
 high school youth receiving special education services.

Youth Development Programs:

 Out of School Time – underperforming youth receive support to increase grades, explore career and educational opportunities, and develop leadership in the community.

Northeast Youth & Family Services City Participation Figures

Ţ	7107	1.0% increase	CPI-U 6/15	54,530
7100	7010	.04% increase	CPI-U 6-15	53,990
7 500	<u>CI07</u>	2.1% increase	CPI-U 6-14	53,775
7.00	<u> 2014</u>	1.1% increase	CPI-U @6-13	52,669
7	<u>5107</u>	1.7% increase	CPI-U @ 6-12	52,096
	7107	3% increase	from 2011	51,225
	7071	Same as 2010	no increase	49,733

Roseville



A Panel Discussion on Race:

"Ask a Black Man"

Join us for a very special panel discussion.

The panel will consist of five black men who are open to answering any questions you may have related to their experiences as black men.

Wednesday, February 15, 2017 7:00 - 8:30 p.m.

> Autumn Grove Park Building 1365 Lydia Ave W., Roseville

Hosted by:





Bench tlandoot Agenda Etem 7.01, January 30, 2017

January 30, 2017

RE: Ordinance Prohibiting Sale of Dogs and Cats in Pet Stores

Dear Mayor Roe and Members of Roseville City Council:

Across America, pet stores are on the receiving end of coercive and intimidation tactics from the Humane Society of the United States (HSUS) urging pet store owners to discontinue the sale of puppies and kittens as part of their campaign to end the sale of animals that are sourced from professional, licensed and regulated breeders. HSUS is an animal rights organization that raises money under false pretenses of promoting animal welfare, and uses its funds on lobbyists and activists to promote their animal rights ideology and agenda.

It has come to our attention that two pet stores in Roseville, Minnesota have been receiving phone calls and visits from HSUS representatives. If the pet store owner does not comply with their "Pet Store Pledge," HSUS threatens to introduce legislation to ban the sale of puppies and kittens at the City or County Councils.

This HSUS extortion campaign to end pet store sales of puppies and kittens <u>sourced</u> <u>from professional breeders of any size</u> is being pushed with fabricated information stating that pet store puppies and kittens come from unscrupulous breeders, and would be contributing to an overpopulation of pets. These allegations are completely false, and an attempt to extort pet stores into complying with their agenda.

Agenda-Driven Policy:

The Cavalry Group has witnessed a systematic attempt to over-regulate, unfairly inspect, and penalize commercial animal enterprises out of business. We believe that the origin of this shift can be traced directly to what is known as the "Animal Rights Movement," a line of thinking that has gradually gained a foothold in universities and government throughout the past 40 years. What was once a radical, ragtag group of extremists is now a multi-billion dollar coalition of organizations that raise money under the guise of improving animal welfare and



running pet shelters, but ultimately spend that money on the promotion of increased regulation on animal ownership and enterprise.

Recently, these groups have pushed for unsupported regulatory changes in other states to achieve their goals. These regulations often mislead legislators, committee members, and the general public as to their actual effects and true impact on animal owners and breeders, instead of using facts and science the activists prey on the emotions to influence passage of legislation using pictures and video taken vastly out of context.

The Truth About Pet Stores:

- Banning the sale of pets is a direct attack on free trade and commerce, while doing <u>nothing</u> to stop animal abuse. Pet stores facilitate the ultimate pet ownership experience, relying on repeat customer business and customer satisfaction.
- Providing consumers a choice of pet options is not only the right thing to do, it is a good business decision. Pet stores are accountable, traceable sources for pets, and are legitimate businesses, which are self-sustained and bring a steady stream of tax revenue to the City of Roseville.
- Pet stores provide veterinarian inspected, healthy puppies from licensed, regulated breeders. Pet stores also provide a health guarantee to each new owner.
- Pet stores provide veterinary care and consumer protection; pet stores help inform consumers to find the best breed to fit their lifestyle and family, pet store visits ensure compatibility with the prospective pet, and pet stores rely on customer satisfaction.
- A pet sale ban does nothing to increase animal welfare standards a pet sale ban would harm businesses and consumers, while eliminating revenue to the city of Roseville.
- Preventing responsible pet stores from selling professionally bred puppies
 and kittens in the City of Roseville will drive residents to other cities or to the
 Internet to purchase pets which will harm other local businesses while doing
 nothing to educate consumers about making informed choices or improve
 animal welfare.



- Putting legitimate pet stores and kennels out of business also forces more consumers to support an underground, unregulated market for pets.
- Pet stores are NOT selling unhealthy puppies and kittens.

The Truth About Professional Breeders:

 The term "puppy mill" was intentionally devised by HSUS to empower their animal rights agenda by confusing the public. In their own words, HSUS describes a "puppy mill" as "a dog breeding operation which offers dogs for monetary compensation or remuneration."



HSUS @HumaneSociety

27 Mar

A #puppymill is a dog breeding operation, which offers dogs for monetary compensation or remuneration (cont) #humanechat Expand

- Professional breeders who sell to retail pet stores are required to be USDA licensed and inspected under the Federal Animal Welfare Act.
- Professional breeders are licensed and inspected by USDA inspectors at least four times per year who have no vested interested in the kennel.
- Annually, professional breeders participate in 15-hours of animal husbandry continuing education by world-renowned veterinarians and experts, spending their own money learning how to breed a better, healthier, and more stable dog.
- Professional breeders consider their profession a lifestyle, not a job. They love what they do.
- Puppies and kittens that are sold in pet stores are vet checked a minimum of four times prior to being handed over to their new owner. Pet stores provide consumers with new puppy advice and education in addition to a health guarantee.
- Unlike pet store animals, dogs and cats from rescues have questionable health and temperament, and there is no traceable history as to where they came from and what issues might be associated with the animal.



- Shelters and rescues are *exempt* from the laws that are required of professional breeders. Rescue animals come with no guarantee and have the potential to put the new owners at risk.
- The following letters are from four veterinarians who work closely with professional breeders who provide puppies to retail pet stores. These veterinarians strongly oppose rescue dogs being sold in lieu of pure bred or cross bred puppies from professional, licensed, inspected kennels.
- Attached: Dr. Jim Foster, Dr. Brandon Sinn, Dr. A.G. Beukleman, and Dr. Kasie Nelson.

The Myth of Pet Over-Population:

Humane Society of the United States (HSUS), American Society of Prevention of Cruelty to Animals (ASPCA), and People for the Ethical Treatment of Animals (PETA) and other animal rights groups are raising money under the false premise of pet overpopulation, while perpetuating guilt on our society to believe that purchasing a rescue dog is solving a problem.

The slight of hand trick, however, is that there is NO problem to solve. If pet shelters were full of owner-relinquished pets, why is the United States importing "rescue dogs" from other countries like China, Korea, and Turkey? ('Retail Rescue' article attached)

- The United States imports more than 300,000 dogs from foreign countries each year, most from countries with little or no health safeguards.
- According to the US Public Health Service, Chicago O'Hare was the destination airport for 10,125 dogs imported from overseas in 2006, half of which were not vaccinated.
- In 2007 Scientists from the Center for Disease Control (CDC) estimated that over 200,000 dogs (38,000 unvaccinated) came into the country through the Mexican border that year alone, and Puerto Rico shipped more than 14,000 strays over the course of seven years to the U.S. for adoption at shelters.



- Meanwhile, shelters frequently advertise to the public that they're looking for puppies to sell. ('Puppies Wanted' ad attached)
- Thanks to "Retail Rescue" a puppy buyer is more likely to purchase a dog with health or behavior issues.
- Rescues and shelters are exempt from laws and regulations that oversee professional breeders and pet stores.

Flooring in Dog Kennels:

- Veterinarians have gone on record to say that solid flooring in dog kennels is
 a disaster. It is impossible to dry in quick time and the dog's skin is
 constantly exposed to water or urine. Accordingly, wet dogs are more at risk
 to skin issues and constant moisture in any kennel means increased risk of
 bordetella (kennel cough) as well as other canine diseases.
- HSUS discredits wire flooring using misinformation and photos which are not in compliance with current USDA rules and regulationss

Summary:

While animal rights activists paint a frightening, emotional picture, the truth is that just because animal activists care about animals does not mean they know anything about *animal care*.

Those engaged in actual animal husbandry know far better how to care for animals than well-intentioned urban activists. We must allow time-tested agriculture practices to proceed free of interference from over-regulation. Any ban on animals is one more way for the animal rights agenda-driven policy to meet their goal to create a no animal-ownership society. City of Roseville does not need further regulation or government involvement in private enterprise. There is no "crisis" to solve. There is only propaganda intended to harm the rights of citizens and to destroy viable law abiding businesses and the future of animal ownership.

Finally, it is not up to government to pick winners and losers. These pet stores in your city of Roseville are <u>legal businesses</u>. If you fail to protect their business against this wrongful attack on their legitimate business simply because their business does not fall in line with the ideology of some, then who's business is next?



We respectfully request that the Mayor Roe and Members of Roseville City Council reject the proposed pet sale ban legislation.

Respectfully,

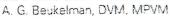
Mindy Patterson

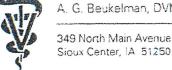
President

The Cavalry Group

The Cavalry Group is a member based company protecting and defending the Constitutional and private property rights of law abiding animal owners and animal-related businesses, nationwide. We defend our members against the onslaught of anti-private property and anti-agriculture animal rights activism in addition to challenging the infiltration of radical animal rights activism in government at the local, state, and federal levels.

AVENUE VETERINARY CLINIC





712-722-2522 1-800-642-6594 Fax 712-722-1328

I am a licensed practicing veterinarian for over 38 years. I graduated from UC Davis Collage of Veterinary Medicine. I own and operated a small animal veterinary clinic in Iowa, I work with the public and with many Professional Licensed Breeders and Pet Stores. I support and help the Professional Breeders to practice up-to date animal husbandry and expand their abilities provide the utmost care for their animals. I support the selling and buying of animals from Pet Stores. The animals there are raised and cared for by Professional Licensed Breeders who have strict laws and regulations to follow at both state and federal levels. These breeders are Professionals who are always striving to better themselves through educational classes and seminars in animal husbandry. This enables the Professional Breeders to provide the consumers, both the public and pet stores, with a healthy and behavioral sound pet. I have seen these pets brought in by our many clients who have bought their pet from a Pet Store, and we find these pups to be healthy and behavioral sound.

Some of my clients have bought an animal from a shelter or rescue, and I have seen that many of these animals have behavioral or physical issues, and/or illnesses that have not been addressed prior to being placed with the new owners. There is no guarantee for the clients who have bought these pets, other than to "return the pet and receive a different one". While the Pet Stores are required to have guarantees to protect the new pet owners and public and the animals in their stores. When I have people looking for a new pet for their family and I recommend the families to look at breeders and pets stores, both are places of information and support for the families. I have no issue with supporting our local shelters, however, in the past few years I have seen more unhealthy, and very aggressive dogs being placed with families by shelters/rescues and being transported from other states and countries, with no accountability being placed on the shelters/rescues. This is concerning to me as a Veterinarian and as an Animal Lover, it is concerning because families are expected to "deal with" behavioral issues with no support from the rescues and in many cases, there is no good ending for the animal and families. There are diseases and parasites that can be transmitted from animal to animal to animal and from animal to human, such as ringworm, and scabies, and rabies. There are many others, but these are ones that are very concerning to families with young children.

My clinic serves as our "Town Pound," but we do not re-home any animal that is aggressive, and if an animal is ill we keep it until it is healthy. It is our responsibility to our communities and to the animals that our placed in our care, to ensure the animals that are re-homed from us are behavioral sound and physically healthy. While I work to educate all new pet owners on care for their animals, regardless of the animal's origin, I find that by far and large the animals that have come from Pet Stores and the Professional Breeders are healthier and most of all more behavioral sound. I also find the owners to be more knowledgeable on the care of their new pet.

A.G. Beukleman, DVM, MPVM

Turelman, DM

To Whom it May Concern:

I have been a Missouri State licensed veterinarian since May of 1991 and have continually practiced at Red Barn Veterinary Services in Shelbina, Missouri since July 8th, 1991 having originated this multispecies practice with my associate Debra Mayes, DVM. While we worked to establish a mixed practice, we reached out to the many Missouri State licensed professional kennels in our area to offer them quality medical and surgical programs. Over this period of time our practice grew because of our affiliation with these kennel owners not just in revenue but in the experience that our kennel owners shared with us with the regards to the raising, care and unique situations that can occur with the many breeds of dogs that we have seen brought into us by them and on our on-site kennel visits. The types of cases and the high volume of dogs seen of various ages, both male and female along with breed differences has prepared us to become better veterinarians due to increased experience. That experience has added to our knowledge base which has been utilized when working with the general public on a one on one basis and also during our times of speaking in front of the general public for various seminars that we have presented over the years.

Our practice has seen a vast increase in the management skills of our kennel clients as we have seen a concern among the general population with regard to the care of kennel dogs. Our clients have followed a recommended medical program of preventative medicine that we have custom designed and that has drastically reduced many of the diseases once seen such as parvo virus, bordetella(kennel cough) and even a reduction of common genetic abnormalities such as heart murmurs, over/under bites and hemias. Their kennel success has been seen through the demand of the public for their healthy pupples both purebred and cross bred. It is the demand of the public for certain breeds of dogs that make good pets for their particular taste, personal well being and often times their living arrangement. Many of our kennel owners breed for certain traits that make dogs not only healthier but also in an effort to influence good behavior and intelligence characteristics through good breeding choices. The golden doodle is a prime example of breeding a dog that has less of a tendency to shed their hair making this custom breed a better choice for those individuals with allergy issue to canine hair. We have clients who own this particular cross for this reason. There are also certain breeds that we see bred for service dogs as in those for the blind, drug task force and law enforcement and disorders such as epilepsy and autism spectrum disorder to name a few. Many of these dogs are started out at a very young age to train for these special tasks.

Our practice has provided the pound services for most of the towns in our home county and we have an excellent record of both reuniting owners with their lost pets and adoption of those that go unclaimed. We are very careful in our adoption process to make sure that the animals are healthy before adoption and a suitable match with regard to behavior.

With regard to ending pet stores and their sale of pupples from licensed kennels, I would like to point out that we still live in The United State of America. I remember well the first purebred dachshund puppy that my Grandmother purchased for me. It was a perfect match. An overbite didn't prevent my dog from having a long life of 14 years nor did it affect my love for her. I wanted a dachshund. I've always had dachshunds as they are my favorite breed and the favored breed of our family even though we also have Australian shepherds that we use on our cattle farm. To end licensed kennels would be a disservice to the American public and in my opinion goes against the very fabric of what our United State Constitution stands for in its written form and meaning. The current propaganda being used by certain groups to promote an agenda of canine population is false especially when many of these groups travel overseas to foreign countries bringing back dogs into our country for adoption. Why is this happening and what diseases are they transporting into our pet population?

Who is monitoring shelters and rescue groups with regard to animal care and the adopting out animals? Are these people volunteers that come in during their off time from their careers or are do they have degrees in animal science or veterinary medicine. Do these entities have to adhere to the same rules as our licensed kennels as mandated by each state legislature and The United States Department of Agriculture? Who is to blame for an abandoned animal or an animal who is relinquished to a shelter by an owner who is no longer able to care for it? Is that the fault of a licensed kennel owner? If so, please explain how.

The general public will be robbed of the basic right of choice if pet stores are no longer allowed to offer pupples from licensed kennels nor will anyone have the experience of raising a young puppy of their choosing as I did as a young boy which helped me

to make that choice of choosing veterinary medicine as my career. If we allow shelters and rescues to sell animals then what exactly have we achieved outside of putting a group of people out of business so another group of people can profit not only from the sales of dogs but also the generous donations of the general public which I have personally seen mismanaged and in certain instances stolen by unscrupulous individuals or groups. And will the demand increase the theft of purebred dogs from their owner's yards as people want a cute yorkie that they can no longer find because the licensed kennels were put out of business? In my home state of Missouri, animal activist legislation has nearly decreased our licensed kennels by fifty percent and now we have a number of breeds of dogs that are disappearing and also the prices of dogs have sky rocketed. People call our office looking for certain breeds and we have to tell them they are no longer available or the price detours them from ownership. That high price is not just from the sale of pups from licensed kennels but also the prices that are being charged in the cities by shelters for dogs that we thought were supposed to be affordable so that they would be adopted and not euthanized. Where exactly are all those donated dollars going?

Jim Foster, DVM Red Barn Veterinary Services 528 East Maple Shelbina, Mo. 63468



714 5th Street, Fairbury, NE 68352 www.LambertVetSupply.com 1-800-344-6337 | Fax 866-787-1177

The professional's authority in the pet care industry.

October 6, 2015

To whom it may concern:





















Questions have arisen as to whether puppies from backyard breeders are actually healthier than commercially licensed breeders' puppies. For reasons unknown to me, the perception is that an unregulated backvard breeder would actually be healthier than a controlled, regulated breeder with health, biosecurity, and feeding protocols put in place. Many licensed breeders have years of experience working side-by-side with their licensed veterinarian to make sure the health and well-being of their breeding stock and

puppies are top priority.

I am a consulting veterinarian for breeders as well as running my own clinic taking care of many domestic animals. I have been in practice over five years and have worked with many breeders across the county during that time. My duties have included health checks, developing nutrition and health protocols, and developing biosecurity plans.

I believe puppies from licensed breeders are of the utmost health as continued production of healthy pets is their livelihood. They are regulated, inspected, and held to high standards of production that the backyard breeder is not. While backyard breeders could follow these regulations, they are not required to.

I have toured many breeder facilities and found all of those to be above expectation and far surpassing regulations required of them by the state and federal regulations. These animals come first and foremost in breeder's lives.

For someone to shut down the regulated part of an industry to support the nonregulated part goes against all of the reasons for putting these rules in place. I believe that breeders who abide by the laws set forth should not be discriminated against when selling their animals as they are of the highest health.

> Brandon Sinn, DVM Lambert Vet Supply

Roseville MN 55113

January 30, 2017

Roseville City Council City of Roseville 2660 Civic Center Drive Roseville MN 55113

We read with chagrin the article in the December 15, 2016's Star Tribune about actions the City Council is taking to effectively drive the Har Mar Pet Shop out of business and quite frankly, we feel outraged. And all we can think is "Why the witch hunt?"

The Har Mar Pet Shop has been a responsible place to buy pets for many years. The owners are dog breeders themselves. They are responsible pet suppliers who buy from reputable breeders. Mr. Papineau himself visits the breeders to be certain they are not puppy mills. Our vet recommended them to us and she, herself, bought her dog from them. They do not sell animals from puppy mills. We have bought puppies from them that were healthy, well-cared for, socialized animals. I have been in the pet shop many times at all times of the day and days of the week. I have personally observed that the animals are clean, well fed, the cases are cleaned regularly and the animals are healthy. If someone thinks there is a "stench" - well, welcome to live animals.

Animal rescue groups have slandered these owners for years. I have seen the complaints online about puppy mill puppies and unclean conditions. If you cannot demonstrate that the owners sell puppy mill puppies, you are encroaching on their right to sell products for which is there is demand. Everyone does not want a rescue animal. And while we have sympathy for animals that have been abused and abandoned, we don't believe that all of us who are pet lovers should be forced to buy or adopt rescue animals. We have the right to choose to buy puppies from a reputable shop. This frankly sounds like the rescue groups run amok.

We also respect the Humane Society for their good work. And we have purchased puppies from them that were of unknown, unspecified breed. We have also looked into obtaining a rescue dog. If a rescue group gets an animal that doesn't have a history of abuse, abandonment and serious behavioral issues, there are 50 people waiting to adopt that dog. And forget getting a small puppy that doesn't shed. I have had that exact experience. So those of us who do not want to bring home an animal with emotional and behavioral problems will be left without an option to buy a healthy, well-bred, dog of the breed we choose in the city of Roseville. This is impinging on our right to buy the kind of dog we want from a local reputable shop and a reputable breeder.

There are online breeders who sell puppies that are comparable in breeding and care to those sold at the Har Mar but they are located far from Roseville and would require a significant journey to purchase a puppy.

What the heck is the city council doing driving a reputable business out of our city? Large chain stores like Petco and PetSmart have the luxury of providing free space to rescue groups. The Har Mar is a small store and does not have any excess space for foster owners and the rescue dogs to sit on a Saturday afternoon.

If the objective is to prevent the sale of animals from puppy mills then that is what should be regulated. And the onus of demonstrating that the puppies come from reputable breeders should be on the owners of the pet shop. Otherwise, the City should not interfere in business's right to sell animals from reputable breeders.

The city should take responsibility for monitoring the source and care of puppies but not interfere in this business otherwise.

Arlene Mencke

John King

Pat Trudgeon

From:

Dan Roe

Sent:

Monday, January 30, 2017 3:16 PM

To:

Pat Trudgeon

Subject:

Fw: Pets

For the record...

Dan Roe | Roseville Mayor

H: 651.487.9654

E: dan.roe@cityofroseville.com

www.cityofroseville.com

City of Roseville: Facebook | Twitter | YouTube

Mayor Dan Roe: Facebook | Twitter

From: sue swanigan

Sent: Sunday, January 29, 2017 10:09 AM

To: Dan Roe Subject: Pets

Mr. Mayor I understand that you will be looking into a bill at your next meeting that pertains to Banning the sale of pets from commercial breeder I am a commercial breeder have been since 1959. Commercial breeder are very much controlled by USDA your state organizations brokers AKC we are heavily regulated with strict inspections. Your rescues Humane Societies and other entities in the Pet world goes to our dog auctions in Missouri and buy dogs for 10 of thousands of dollars each. In 2009 in the state of Missouri they passed a bill proposition B the Humane Society and there people spent 9 million dollars on proposition B. It passed. I am a firm believer that every action has a reaction. This is a reaction for that bill in the state of Missouri we slaughtered 50,000 dogs two men committed suicide because I could no longer make a living for their family. It cost the state of Missouri 153 million dollars from our state we lost 4,000 businesses and 25000 jobs according to the state of Missouri University of Columbia Missouri and the Farm Bureau of Missouri we feel that you were not told this information and would like to relay that to you my name is Sue swanigan I want and Buffalo Missouri I have a very small kennel I half Champion Pomeranians if you would like to call me I would be very glad to speak to you my phone number is 417 399 9047 thank you so much for listening to me may God bless you

Dawn O'Connor

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FW: Online Form Submittal: Contact City Council

From: noreply@civicplus.com [mailto:noreply@civicplus.com]

Sent: Monday, January 30, 2017 12:13 PM

To: *RVCouncil <city.council@cityofroseville.com>; Dawn O'Connor <dawn.oconnor@cityofroseville.com>; Pat Trudgeon

<Pat.Trudgeon@cityofroseville.com>

Subject: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online form and submit.				
Subject	Pet Ban			
Contact Information				
Name:	Matt Burns			
Address:				
City:				
State:	MN			
Zip:				
	r, all Councilmembers and certain City Staff. Due to the , a personal reply is not always possible.			
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	No Reply Necessary			
Email Address:	Field not completed.			
Phone Number:				
Please Share Your Comment, Question or Concern	i am writing you to ask you DO NOT pass this ban on pet stores i do not think it is right or constitutional to take away some ones lively hood based on what others think about puppy breading and selling people who raise bread and sell animals are no diffrent then farmers please please do not pass this			

Subject:

FW: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online	e form and submit.
Subject	pet sales ban
Contact Information	
Name:	Vicki mineo
Address:	
City:	
State:	Az
Zip:	
	or, all Councilmembers and certain City Staff. Due to the d, a personal reply is not always possible.
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	A pet sales ban that would no longer allow stores to buy from humane professional breeders will have the opposite affect of it's well intentions. People want specific breeds of puppies that are not otherwise available at shelters or rescues. If a consumer can not buy that particular breed from a responsible pet store they will be forced to purchase their puppy of choice through the unregulated source such as craigslist. Please do your research before you put a responsible business that pays taxes and creates jobs out of business based on emotions and propaganda.
Unless restricted by law, a	Il correspondence to and from Roseville City government

offices, including information submitted through electronic forms such as this one,

Dawn O'Connor

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FW: Online Form Submittal: Contact City Council

From: noreply@civicplus.com [mailto:noreply@civicplus.com]

Sent: Sunday, January 29, 2017 11:41 PM

To: *RVCouncil <city.council@cityofroseville.com>; Dawn O'Connor <dawn.oconnor@cityofroseville.com>; Pat Trudgeon

<Pat.Trudgeon@cityofroseville.com>

Subject: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online form and submit.

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Subject	Agenda 1/30pet store
Contact Information	
Name:	Brenda Moore
Address:	
City:	
State:	Ok
Zip:	
-	or, all Councilmembers and certain City Staff. Due to the d, a personal reply is not always possible.
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	No Reply Necessary
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	Hello, I understand you will be voting on an ordinance to outlaw the sale of dogs produced by commercial breeders. While I'm sure many people who back this are doing so with good intentions please be aware the HSUS & other animal rights organizations are doing so with the end goal of banishing not

only pet breeding but pet ownership as well. They are attacking reputable pet producers by means both legal & illegal & they grossly misrepresent the vast majority of todays pet producers. To sell to a pet store a breeder must be licensed & inspected. I am, at present, considering applying for such a license so have very recently looked over these requirements. I have been involved with animals my entire life. From my experience I can tell you some of the best rescues I've ever seen have been founded & funded by purebred breeders. Added to that, the retail rescues, who are many times making more money than a breeder ever dreams of making are often supplying unhealthy puppies who have not been bred for disposition or who's disposition is unknown. These puppies too often don't turn out as presented by the retail rescue brokers resulting in a bad situation for the dog &/or owner. Citizens who wish to purchase a particular breed of dog for a particular purpose with money they have earned should be allowed to do so without having to travel...& I assure you many will travel to get the breed of their choice from a breeder or pet store of their choice. Why should they not be free to choose for themselves? By simply allowing a business to continue to exist you are not forcing them to buy from that business...you are just allowing them the choice in their own community. The HSUS & their counterparts are a big machine with a lot of money & a lot of propaganda & time. If you will look into the other side of it, though it will be made by a much smaller group, I believe you will be pleasantly surprised at what you find. If you wonder why I'm chiming in from such a distance...it's because all animal industry is under attack by HSUS & animal rights. We, the people who are the biggest animal welfare proponents are under attack by the animal rights groups & every battle is a step closer to taking our freedoms, our property rights & taking away the freedom of choice as well as not being in the best interest of the animals they claim (& indeed believe they are in many cases) protecting. Good intentions, bad information/education in most instances in my opinion. Thank you for your time. Brenda

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From: noreply@civicplus.com [mailto:noreply@civicplus.com]

Sent: Sunday, January 29, 2017 12:22 PM

To: *RVCouncil <city.council@cityofroseville.com>; Dawn O'Connor <dawn.oconnor@cityofroseville.com>; Pat Trudgeon

<Pat.Trudgeon@cityofroseville.com>

Subject: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online	form and submit.
Subject	Commercial breeding pet store ban
Contact Information	
Name:	Terisa winters steiber
Address:	
City:	
State:	la
Zip:	
•	r, all Councilmembers and certain City Staff. Due to the , a personal reply is not always possible.
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	Dear Sirs. I am writing to you in opposition of the ban you are considering on commercial breeders selling to pet stores in your county. Commercial breeders are held to a much higher standard than rescues and shelters and are highly regulated with a strict vaccination regimine unlike shelters and rescues. Shelters and rescues are allowed to obtain animals from any source even over seas where the spread of fatal

diseases is occurring This importation allows infestation into our animals and human population. These sources have nothing governing the health or temperament of these animals and oftentimes they are sick and unfit for placement.Commercial professional breeders follow strict regulations on vaccination s .They have knowledge of background information on their animals so they are aware of their suitability into a family environment . Their animals are well cared for and well socialized. The professional commercial breeders have spent countless hours socializing and caring for their animals so they are ready to be placed in homes with a healthy start on living a long life providing companionship in their new families. I urge you to contact commercial breeders ,their regulatory agencies ,, both state and federal and get the facts about them and rescues and shelters before considering this ban. There are several folks opposing commercial breeders but they are unaware of all of the facts and have no idea the problem s and dangers the lack of regulations and governing have caused to the general public. I am a licensed professional commercial breeder and would be happy to answer any questions you may have. Thank you for your time and consideration.Terisa

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Dawn O'Connor

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FW: Online Form Submittal: Contact City Council

From: noreply@civicplus.com [mailto:noreply@civicplus.com]

Sent: Sunday, January 29, 2017 3:19 AM

To: *RVCouncil <city.council@cityofroseville.com>; Dawn O'Connor <dawn.oconnor@cityofroseville.com>; Pat Trudgeon

<Pat.Trudgeon@cityofroseville.com>

Subject: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online	form and submit.
Subject	AGAINST PET STORE BAN
Contact Information	
Name:	Tara Bollmann
Address:	- Tagle, construction (Construction of the Apparent of the App
City:	
State:	MN
Zip:	
	or, all Councilmembers and certain City Staff. Due to the l, a personal reply is not always possible.
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	I am strongly against the proposed ban of commercially bred pets!!! All of my animals have come from USDA breeders and they're all healthy, happy animals! I received all the breeder information before the purchase of my animals and was able to look up the information on the USDA website that is open to everyone. I did before purchasing my animals look into

rescues, but they were snooty and judgmental about the fact that I had a child. My daughter is great with animals and loves them very much. I was also turned off by the fact that all of the rescues I looked at were only from southern states... I find that kind of strange. At the end of it my point is that i was able to choose the best option for my family. I could not be happier with my choice of purchasing my pets! Regulation is not out of line however, a ban is. Rescuing was not the best option for my family and I am sure that other families feel the same. If people don't like pet stores, don't shop there! Simple as that! Obviously people must like them or else they would be out of business. Please don't take away people's right to choose. Thank you so much for your consideration, hopefully you do the right thing.

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Dawn O'Connor

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FW: Online Form Submittal: Contact City Council

From: noreply@civicplus.com [mailto:noreply@civicplus.com]

Sent: Monday, January 30, 2017 4:29 PM

 $\textbf{To: *RVCouncil < city.council@cityofroseville.com>; Dawn O'Connor < dawn.oconnor@cityofroseville.com>; Pat Trudgeon < council < cityofroseville.com>; Pat Trudgeon$

<Pat.Trudgeon@cityofroseville.com>

Subject: Online Form Submittal: Contact City Council

Contact City Council

Please complete this online	e form and submit.
Subject	Pet Store Ban
Contact Information	
Name:	Cynthia Eskandary
Address:	
City:	
State:	Minnesota
Zip:	
_	or, all Councilmembers and certain City Staff. Due to the d, a personal reply is not always possible.
How would you prefer to be contacted? Remember to fill in the corresponding contact information.	Email
Email Address:	
Phone Number:	
Please Share Your Comment, Question or Concern	Having grown up in Roseville, although not a current resident, I would like to voice my concern over consideration of a complete pet store ban. I am heavily in favor of institution and strict strict enforcement of laws and regulations that protect animals from abuse. neglect, cruelty or mistreatment.

Legitimate, caring individuals in the pet industry provide a needed service. While pet adoption is a wonderful option, some families wish to purchase specific breeds based upon the traits those breeds are generally predisposed to. Loss of pet stores leaves people with an unregulated market on the internet. Since there is no enforcement of animal humaneness laws on internet sales, animals can be subjected to potential neglect, maltreatment and cruelty. It runs counter to the end goal for all of us who really love animals. A responsible pet shop that is being run in accordance with required regulations contributes to its community's tax base, employment of the communities citizens and allows people to meet a potential pet to ensure a good match. Please consider the advantages of humane regulations in place of a total ban.

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Bench Handout Agenda Item 7.a January 30,2017

From:

noreply@civicplus.com

To: Subject: Date: *RVCouncil; Dawn O"Connor; Pat Trudgeon Online Form Submittal: Contact City Council Monday, January 30, 2017 4:28:44 PM

Contact City Council

Please complete this online form and submit.

Subject Pet Store Ban

Contact Information

Name: Cynthia Eskandary

Address: 636 Earl St

City: St Paul

State: Minnesota

Zip: 55106

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.

How would you prefer to be contacted? Remember to fill in the corresponding contact information. Email

Email Address:

Phone Number:

Please Share Your Comment, Question or Concern Having grown up in Roseville, although not a current resident, I would like to voice my concern over consideration of a complete pet store ban. I am heavily in favor of institution and strict strict enforcement of laws and regulations that protect animals from abuse, neglect, cruelty or mistreatment. Legitimate, caring individuals in the pet industry provide a needed service. While pet adoption is a wonderful option, some families wish to purchase specific breeds based upon the traits those breeds are generally predisposed to. Loss of pet stores leaves people with an unregulated market on the internet. Since there is no enforcement of animal humaneness laws on internet sales, animals can be subjected to potential neglect, maltreatment and cruelty. It runs counter to the end goal for all of us who really love animals. A responsible pet shop that is being run in accordance

with required regulations contributes to its community's tax base, employment of the communities citizens and allows people to meet a potential pet to ensure a good match. Please consider the advantages of humane regulations in place of a total ban.

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Bench Hendert Agenda Item 7.a Jan. 30, 2017

From: To: Pat Trudgeon *RVCouncil

Cc:

Mark Gaughan

Subject:

FW: Thank you and next steps

Date:

Monday, January 30, 2017 9:10:00 AM

I am sharing some information regarding the ordinance regulating the sale of dog and cats in pet stores. Below is a response from Christine Couhglin of the Humane Society that was responding to an inquiry by the Mayor regarding whether pets shown for adoption are boarded overnight. I will have a copy of this email at the dais tonight.

Patrick Trudgeon | City Manager

O: 651.792-7021 | | F: 651.792.7020 pat.trudgeon@cityofroseville.com

RESEVILLE

2660 Civic Center Drive | Roseville, MN 55113

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From: Christine Coughlin <

Sent: Saturday, January 28, 2017 1:50 PM

To: Pat Trudgeon

Subject: RE: Thank you and next steps

Hi Pat,

Thank you for the information for Monday night. Thanks, too (in advance) for mentioning the suggested change to the rescue group definition.

We appreciate the Mayor and Council's concern for the welfare of animals left overnight. Here's what happens currently in Roseville pet stores that adopt out dogs and cats: rescue dogs being showcased in pet stores are not kept overnight. The dogs are brought into the store for adoption events that last a couple hours (much longer and it causes undue stress) and then are returned to their foster homes. For cats: our understanding is there are two Roseville pet stores that house rescue cats for a limited time in the store. Both Chuck and Don's and PetSmart have cat cages where adoptable cats are showcased for a period of time, waiting for adoption. They are let out several times during the day to run around and get exercise. Due to the very high population of cats that need homes as well as their natural temperament, housing rescue cats in pet stores for a limited time (while providing quality care and exercise) works to facilitate adoptions and is fairly common.

Based on this and a desire to not disturb what is working well in the city, we would recommend an approach along the lines of the mayor's suggestion:

<u>Dogs shall not be kept overnight at a pet store. Cats, as defined in this ordinance from animal rescue organizations, animal shelters or animal control authorities to be showcased for adoption, shall not</u>

be kept overnight at a pet store without provision for their care and monitoring outside of store hours.

Last thing is a question about the penalty amount. As some dogs sell for well over \$1,000, a smaller penalty may not act as a deterrent. We have information on other jurisdictions' penalty amounts and would be happy to share that if it'd be helpful to the council in their deliberations.

Thanks so much! ~Christine

----Original Message-----

From: Pat Trudgeon [mailto:Pat.Trudgeon@cityofroseville.com]

Sent: Friday, January 27, 2017 7:55 AM

To: Christine Coughlin

Subject: RE: Thank you and next steps

Christine, here is the case for Monday night. As I mentioned previously, I think Monday night will be more for the Council to discuss the draft ordinance with the plan to bring it back at a future meeting. At this point, we have not incorporated your suggested changes to the definition, but I will bring it up on Monday.

The Mayor asked me a question about the boarding of the animals to be adopted. Are they typically boarded overnight at the pet store or are they just there for a limited time. He (along with the rest of the Council) is concerned about the welfare of dogs and cats boarded for long periods and want to ensure their health. He is suggesting some language such as this.

Animals shall not be kept overnight at a pet store.

or

Animals shall not be kept overnight at a pet store without provision for their care and monitoring outside of store hours.

What are your thoughts on this? I am not sure what how the typical adoption arrangement works for pet stores.

Thanks.
Pat

Patrick Trudgeon | City Manager O: 651.792-7021 | | F: 651.792.7020

Bench Handout Agenda Item 7.a. Jan. 30,12017

From:

Pat Trudgeon

To:

*RVCouncil
Animal Rescue Organization Definition

Subject: Date:

Monday, January 30, 2017 9:16:00 AM

Below is a suggested changes to the definition to Animal Rescue Organization from the Humane Society that was referenced in the previous email. I will have a copy of this information at the meeting.

From: Christine Coughlin

Sent: Tuesday, January 10, 2017 9:03 AM

To: 'Pat Trudgeon'

Subject: RE: Thank you and next steps

Thanks very much, Pat! Good to hear this, and we'll look forward to seeing the draft once you're ready to share it.

There are two points we thought we'd share with you for your consideration: 1) Our HSUS attorneys mentioned how essential the Whereas clauses are in terms of the ordinance standing up to Constitutional challenges in court; 2) After the Dec meeting I got feedback from some rescue organizations about their concerns with the definition of 'Animal Rescue Organization'. The concern was with including, "and which does not obtain animals from a breeder or broker for payment or compensation", because there are rare situations in which reputable rescues have paid a small sum to a breeder who has threatened to otherwise just kill the animals. These rescues don't want to be excluded from being able to partner with pet stores in Roseville. Hopefully it sounds reasonable to you to remove that, so that it would look like:

ANIMAL RESCUE ORGANIZATION: Any not-for-profit organization which has tax-exempt status under Section 501(c)(3) of the United States Internal Revenue Code, whose mission and practice is, in whole or in significant part, the rescue of animals and the placement of those animals in permanent homes, and which does not obtain animals from a breeder or broker for payment or compensation, and does not breed animals.

Thanks, again, Pat. We're grateful to be kept in the loop on your progress! ~Christine

Patrick Trudgeon | City Manager

O: 651.792-7021 | | F: 651.792.7020 pat.trudgeon@cityofroseville.com



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REQUEST FOR COUNCIL ACTION

Date: January 30, 2017

Item No.: 7.f

Department Approval

City Manager Approval

Item Description:

Declare Vacancy on Planning Commission

BACKGROUND

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Commissioner Shannon Cunningham resigned from the Planning Commission. Commissioners are appointed to three-year terms. When a person resigns mid-term, the City Council declares a vacancy and appoints someone to fulfill the term. This term expires March 31, 2018.

The City is currently seeking applications for vacancies on several commissions, with February 20 the deadline for applications

REQUESTED COUNCIL ACTION

Declare a vacancy on the Planning Commission and direct staff to advertise for applications to serve on the commission with a deadline of February 20.

Prepared by: Carolyn Curti, Communications Specialist