

Mayor:
Dan Roe



Address:
2660 Civic Center Dr.
Roseville, MN 55113

Councilmembers:
Jason Etten
Lisa Laliberte
Tammy McGehee
Robert Willmus

**City Council Agenda
Monday, January 8, 2018
City Council Chambers**

Phone:
651-792-7000

Website:
www.cityofroseville.com

1. 6:00 P.M. Roll Call
Voting & Seating Order: Laliberte, McGehee, Willmus, Etten and Roe
2. 6:01 P.M. Pledge of Allegiance
3. 6:02 P.M. Approve Agenda
4. 6:05 P.M. Public Comment
5. 6:10 P.M. Recognition, Donations and Communications
- 5.A. Proclamation of Martin Luther King Jr. Day

Documents:

[ATTACHMENT.PDF](#)

6. 6:15 P.M. Items Removed from Consent Agenda
7. Business Items
- 7.A. 6:20 P.M. Receive Update on Community Health Awareness Team (CHAT) Regarding Community Transportation Issues

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENTS.PDF](#)

- 7.B. 6:40 P.M. Consider Approval of Proposed Text Ordinance Amendments of the Roseville City Code, Section 907.04: EXPIRATION OF REGISTRATION

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

- 7.C. 6:50 P.M. Confirm Citizen Advisory Commission Reappointment/Appointment Schedule

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

- 7.D. 7:00 P.M. Appoint Acting Mayor for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION.PDF](#)

7.E. 7:10 P.M. Discuss City Council Liaison Appointments for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

7.F. 7:20 P.M. Discuss City Council and Advisory Commission Rules of Procedures

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

8. Approve Minutes

8.A. 7:30 P.M. Approve City Council Minutes from December 11, 2017

9. 7:35 P.M. Approve Consent Agenda

9.A. Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENTS.PDF](#)

9.B. Designation of Official Bank Depositories for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.C. Designation of Official Bank Signatories for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.D. Designate 2018 Legal Newspaper

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENTS.PDF](#)

9.E. Approve Annual City Sign Permits for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.F. Consider Appointment of the Building Official as Assistant Weed Inspector for 2018

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENTS.PDF](#)

9.G. Appoint Mayor and City Manager to Roseville Firefighter Relief Association

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.H. Authorization to Seek Donations for Various City Functions and Events

Documents:

[REQUEST FOR CITY COUNCIL ACTION.PDF](#)

9.I. Adopt a Resolution Calling for a Public Hearing on the Proposed Establishment of the Roseville Economic Development Authority's Redevelopment Project No. 1

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.J. Appoint Youth to Parks and Recreation Commission

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENT.PDF](#)

9.K. Consider Approval of Amendment to Contract with St. Paul Regional Water Services

Documents:

[REQUEST FOR CITY COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10. 7:40 P.M. Council and City Manager Communications, Reports and Announcements

11. 7:45 P.M. Councilmember Initiated Future Agenda Items and Future Agenda Review

12. 7:50 P.M. Adjourn



Martin Luther King Jr. Day January 15, 2018

Whereas: The City of Roseville recognizes and honors the work of Rev. Dr. Martin Luther King Jr.; and

Whereas: Rev. Dr. Martin Luther King Jr. was the chief spokesperson for nonviolent activism in the civil rights movement, which protested racial discrimination in federal and state law; and

Whereas: Rev. Dr. Martin Luther King Jr. was jailed and arrested numerous times for speaking out against racism and discrimination and for trying to help African Americans to register and vote; and

Whereas: Rev. Dr. Martin Luther King Jr. was awarded the Nobel Peace Prize in December 1964; and

Whereas: Rev. Dr. Martin Luther King Jr. was assassinated on April 4, 1968 because of his fight for equality and civil rights for all; and

Whereas: An Act of Congress of the United States in 1983, declared the third Monday in January to officially honor Rev. Dr. Martin Luther King Jr.; and

Whereas: Rev. Dr. Martin Luther King Jr. said "Life's most persistent and urgent question is what are you doing for others;" and

Whereas: Each year, Americans across the country answer that question by coming together on MLK Day to serve their neighbors and communities.

Now, Therefore Be It Resolved, that the City Council hereby declare January 15, 2018, to be Martin Luther King Jr. Day in the City of Roseville and urges all citizens to join together to honor Dr. King by committing to volunteering in the community.

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 eighth day of January 2018.

Mayor Daniel J. Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 7.a

Department Approval

City Manager Approval



Item Description: Receive Update on Community Health Awareness Team (CHAT)
Regarding Community Transportation Issues

1 **BACKGROUND**

2 At the October 6, 2014 City Council meeting, the City Council authorized the formation of the
3 Roseville Block Nurse Program Reinvention Task Force, later renamed the Community Health
4 Awareness Team (CHAT). Since that time, the task force, led by Sara Barsel, has worked on
5 several projects. They include looking at becoming a Heart Safe community, researching
6 community food and nutrition issues, and hosting community forums for residents to gain
7 information about their health care options, including advanced care planning.

8
9 In addition, CHAT has also focused their efforts on community transportation needs; specifically
10 looking at a bus circulator that would provide residents rides to various areas of the city. To that
11 end, CHAT will be hosting three mini-forums in January and February (Attachment A) for
12 residents to discuss this possibility and review White Bear Lake's wheelchair and walker-
13 accessible circulator bus that is up and running. Representatives of CHAT and NewTrax, which
14 operates the White Bear Lake circulator, will be present at the January 8 City Council meeting to
15 provide an update on their work. They will also provide a sneak preview of the upcoming forums.
16 A draft route for the proposed south loop of circulator bus is included as Attachment B.

17
18 **POLICY OBJECTIVES**

19 The City of Roseville supported the creation of CHAT to look at the health of Roseville residents
20 and to provide resources and programs that positively impact the overall community health of
21 our residents.

22
23 **BUDGET IMPLICATIONS**

24 At this point, it is estimated that to implement a pilot Roseville circulator bus program it would
25 cost about \$18,000 annually. No sources of funding have been determined at this time. If after
26 the mini-forums are held, it is determined that a circulator is deemed important to residents, the
27 City Council should determine if the City of Roseville should contribute towards the pilot
28 project.

29
30 **STAFF RECOMMENDATION**

31 Review the information and receive the update about the work of CHAT regarding transportation
32 issues.

33
34 **REQUESTED COUNCIL ACTION**

35 The City Council should review the information and receive the update about the work of CHAT
36 regarding transportation issues.

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

Attachments: A: CHAT Transportation Mini-forum fliers
B: Draft Route for Roseville Area South Loop Circulator Bus

JOIN US for: Transportation Mini-Forums



Providing information
at the events:



*Are you interested in a pilot program
for a retail circulator bus in Roseville?*

Join us at any of these mini-forums and be part
of a discussion to consider the following:

- ◆ Is a retail circulator bus possible for Roseville?
- ◆ Provide feedback on possible route stops
- ◆ View a weekly circulator vehicle that is currently operating in White Bear Lake (*these buses are wheelchair and walker accessible*).

EVENT INFORMATION:

Saturday, Jan. 20, 2018
10:30 to 11:30 am
**Ramsey County
Library—Roseville**
2180 Hamline Ave. N.
Roseville, MN 55113

Tuesday, Jan. 30, 2018
2:00 to 3:00 pm
**Fairview Community
Center, Great Room**
1910 County Road B West
Roseville, MN 55113

Wednesday, Feb. 7, 2018
1:00 to 2:00 pm
**Roseville City Hall
Council Chambers**
2660 Civic Center Drive
Roseville, MN 55113

ROSEVILLE
Community Health
Awareness Team



Roseville Area Senior Program
Roseville Area Schools
Quality Teaching & Learning for All...
Equity in All We Do

Roseville CHAT (Community Health Awareness Team) is working continuously to identify resident needs and bring education, resources and opportunities to the community. CHAT often collaborates with other agencies and organizations in its work.



ROSEVILLE *area*

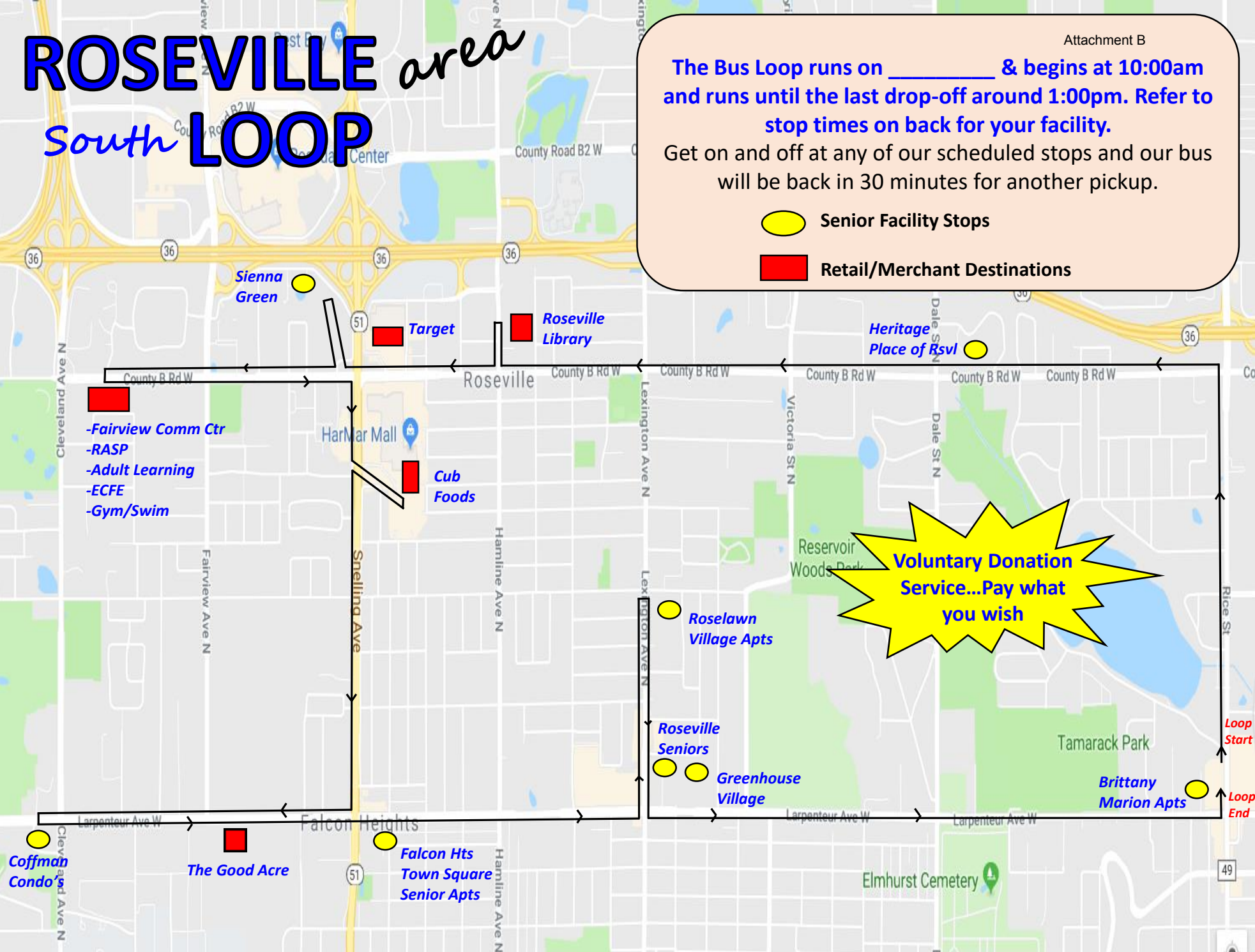
South LOOP






Attachment B

The Bus Loop runs on _____ & begins at 10:00am and runs until the last drop-off around 1:00pm. Refer to stop times on back for your facility.

Get on and off at any of our scheduled stops and our bus will be back in 30 minutes for another pickup.




-  Senior Facility Stops
-  Retail/Merchant Destinations



-  -Fairview Comm Ctr
-  -RASP
-  -Adult Learning
-  -ECFE
-  -Gym/Swim

Voluntary Donation Service...Pay what you wish

-  Coffman Condo
-  The Good Acre
-  Falcon Hts Town Square Senior Apts

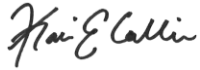
-  Roselawn Village Apts
-  Roseville Seniors
-  Greenhouse Village
-  Brittany Marion Apts

Loop Start
Loop End

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-08-18
Item No.: 7.b

Department Approval



Kari Collins, Community Development Director

City Manager Approval



Item Description: Consider approval of Proposed Text Ordinance Amendments of the Roseville City Code, Section 907.04: EXPIRATION OF REGISTRATION

1 **BACKGROUND**

2 Roseville's Code Enforcement Division seeks approval of text amendments to Roseville's City
3 Code, Chapter 907, Registration of Residential Rental Property of 1 to 4 Units. The text
4 amendments are for updating text language.

5
6 Currently, all rental property owners with one (1) to four (4) units are required to register each
7 property with the City. After staff verifies all required documentation and issues this registration,
8 that registration is valid from January 1 through December 31 of the year of issuance.

9
10 Due to the increased capabilities of the Accela permitting software, a proposed minor change to
11 current code language is suggested. Staff is proposing that the expiration date of each issued City
12 of Roseville Rental Registration be set at one year (365 days) from date of issuance.

13 **FINANCIAL IMPACTS**

14 There are no financial impacts.

15
16 **STAFF RECOMMENDATION**

17 Based on the comments provided in this report, staff recommends approval of the proposed text
18 ordinance amendments of the Roseville City Code, Section 907.04, EXPIRATION OF
19 REGISTRATION.

20
21 **REQUESTED COUNCIL ACTION**

22 Adopt an ordinance amending selected text of the Roseville City Code, Section 907.04,
23 EXPIRATION OF REGISTRATION.

24
25 Prepared by: Dave Englund, Building Official

26
27 Attachment: A: Ordinance Amendment

City of Roseville

ORDINANCE NO. _____

AN ORDINANCE AMENDING SELECTED TEXT OF THE ROSEVILLE CITY CODE,
SECTION 907.04: EXPIRATION OF REGISTRATION

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to modify/clarify specific requirements within the Roseville City Code, Section 907.04: EXPIRATION OF REGISTRATION.

SECTION 2. Chapter 907 Section 907.04 is hereby amended as follows:

907.04: EXPIRATION OF REGISTRATION:

- A. Term: All registrations issued under this Chapter are effective upon issuance and shall expire ~~at on December 31 each year~~ one year (365 days) from date of issuance. All required renewal registration application materials shall be received and submitted prior to the expiration date.
- B. Late fee: Any renewal registrations submitted ~~after January 31~~ 30 days after expiration will be considered late and subject to fee penalties.
- C. Violation: Any registration not renewed ~~by February 28~~ 60 days from expiration will be considered in violation of this ordination. Renters will not be allowed to occupy a property if the renewal registration is not received ~~by February 28~~ within 60 days after expiration.

SECTION 3. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 8th day of January 2018.

BY:

Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 7.c

Department Approval

City Manager Approval



Item Description: Confirm Citizen Advisory Commission Reappointment/Appointment
Schedule

1 **BACKGROUND**

2
3 The City has six standing commissions, in addition to the Ethics Commission. Commissions advise
4 the City Council on specific actions and offer citizens a way to provide input on issues of
5 importance. The Council annually appoints citizens to the commissions. Commissioners are
6 appointed to three-year terms that begin April 1 of each year.

7
8 The following Commissioners have expressed interest in being reappointed to a term that expires
9 March 31, 2021.

10
11 Finance Commission

12 Malcom McRoberts – attended 5 of 7 meetings

13
14 Chair Robin Schroeder recommends Malcolm McRoberts be reappointed to the commission.

15
16 Human Rights, Inclusion and Engagement Commission

17 Lauren Peterson - attended 13 of 14 meetings

18
19 Chair Chelsea Holub recommends Lauren Peterson be reappointed to the commission.

20
21 Parks and Recreation

22 Darrell Baggenstoss - attended 6 of 7 meetings

23 Nancy O'Brien – attended 11 of 12 meetings

24 Jerry Stoner – attended 12 of 12 meetings

25
26 Chair Philip Gelbach recommends that all Darrell Baggenstoss, Nancy O'Brien and Jerry Stoner be
27 reappointed to the commission.

28
29 Planning

30 James Bull – attended 12 of 12 meetings

31 Chuck Gitzen - attended 11 of 12 meetings

32
33 Chair Robert Murphy recommends that James Bull and Chuck Gitzen be reappointed to the
34 commission.

35 Applications for commissioners who wish to be reappointed are attached.

36
37 Two commissioners have served two terms while six others have opted not to reapply, resulting in
38 the following vacancies.

39
40 Finance

41 One vacancy

42
43 Human Rights, Inclusion and Engagement Commission

44 Two vacancies

45
46 Planning Commission

47 One vacancy

48
49 Police Civil Service Commission

50 One vacancy

51
52 Public Works, Environment and Transportation Commission

53 Three vacancies

54 **REQUESTED COUNCIL ACTION**

55
56 Determine whether to interview any sitting commissioners. If interviewing, adopt the following
57 schedule for reappointing commissioners and advertising, interviewing and appointing new
58 commissioners.

- 59
- 60 • January 22 – Interview returning commissioners.
 - 61 • January 29 – Consider applications of commissioners who were re-interviewed, and
62 reappoint and/or declare vacancies. Authorize staff to advertise for commission vacancies
63 with a March 6 deadline for applications.
 - 64 • March 12 – Interview commission applicants. Start time depends upon how many applicants
65 to be interviewed.
 - 66 • March 19 – Appoint applicants to fill vacancies.
- 67

68 If not interviewing commissioners, adopt the following schedule for reappointing commissioners,
69 advertising, interviewing and appointing new commissioners.

- 70
- 71 • January 8 – Applications from commissioners seeking reappointment included in Council
72 packet. Consider applications of commissioners, reappoint and authorize staff to advertise for
73 the eight commission vacancies with a February 19 deadline for applications.
 - 74 • February 26 – Interview commission applicants before regular meeting. Start time depends
75 upon how many applicants to be interviewed.
 - 76 • March 12 – Appoint applicants to fill vacancies.
- 77

Prepared by: Carolyn Curti, Communications Specialist
Attachments: A: Returning Commissioners' applications

First Name	malcolm
Last Name	mcroberts
Address 1	[REDACTED]
Address 2	<i>Field not completed.</i>
City	Saint Paul
State	MN
Zip Code	55113-6936
Home or Cell Phone Number	[REDACTED]
Email Address	[REDACTED]
How many years have you been a Roseville resident?	7
Commissions	Finance
Commission preference	Finance
Commission preference	Finance
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	Having been on the FC for one year and lived within the Roseville community for a good few years now I think it's good to continue to get more involved and gave back a bit - as my skill sets allow. Being involved to a limited extent with some recent resident interactions with the Council (AKA the whole "armory on McCarrons" discussion) it became apparent to me that ensuring sound and accurate evaluation and communication of appropriate financial information to and from residents was really important to the community overall.

What is your view of the role of this Commission? Assist in citizen communications and participation through the provision of expertise in financial management and controls. Provide advice, counsel and guidance to the City Council regarding matters financial, including but not limited to the funding of activities and programs, capital investments within the remit of the city's responsibility and operational budgets & expenditures. Assess and review actual versus planned revenue and expenditure levels to help ensure effectiveness and efficiency. Ensure that the appropriate level of governance and controls are implemented and managed to within the remit of the Finance Commission.

Civic and Volunteer Activities Roseville Finance Commission Habitat for Humanity Junior Achievement United Way

Work Experience 2011 - present. Senior VP / President. Deluxe Small Business. MN USA. 2008 - 2011. Senior VP / CTO / CIO. Deluxe Corporation. MN USA. 2004 - 2008. VP Global Operations. NCR Corporation. OH USA. 2001 - 2004. VP Enterprise Re-engineering. NCR Corporation. OH USA. 1997 - 2001. AVP Global IT. NCR Corporation. Nice France. 1995 - 1997. Director MIS. NCR Corporation. London UK. 1989 - 1995. Program Manager. NCR Corporation. London UK. 1988 - 1989. Service Marketing Manager. Merloni Elletrodomestici. London UK. 1986 - 1988. Manufacturing Systems Consultant. Lucas Aerospace. Birmingham UK.

Education George Washington University – USA. Masters Certificate in Commercial Project Management INSEAD – France. Advanced Management Program University of Warwick – UK. MSc (Distinction) Manufacturing Systems Engineering University of Strathclyde – UK. BSc (Honors) Manufacturing Engineering Project Management Certified (PMP) Board membership(s) on strategic company investments within technology space

Is there additional information you would like the City Council to consider regarding your application? Only that I have enjoyed being on the Finance Commission over the past year and have hopefully made a difference (however small)

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted Email

Please provide alternative phone number or email if *Field not completed.*

different from above

Additional Information if you become Board or Commission Member

Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government
Data Practices Act Yes

Minnesota Statute
§13.601. subd. 3(b) Email Address

Background
Authorization Yes

Acknowledgement Yes

First Name	Lauren
Last Name	Peterson
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	3
Commissions	Human Rights, Inclusion and Engagement
Commission preference	Human Rights, Inclusion and Engagement
Commission preference	<i>Field not completed.</i>
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	I have served on the Human Rights and now HRIE commission for the past year and half and have thoroughly enjoyed my time working with this commission and the city. I have an innate desire to give back to my community and city and I have felt the past year and half I have been able to do that. Being an active and involved citizen is key to ensuring the community is a welcoming, safe and inclusive place for everyone.
What is your view of the	This commission is obviously undergoing some changes but I

role of this Commission? believe that we are a great group of citizens who are trying to make some active changes to the community and how this commission is viewed by the city. I believe our role should be focused on ensuring the city is an inclusive and equitable place for our citizens by engaging through events and education and monitoring current city events to ensure they are inclusive.

Civic and Volunteer Activities Current treasurer of physicians for a national health program Minnesota. Active volunteer for Roseville DFL and SD66.

Work Experience Physician assistant at Open Cities Health Center - a federally qualified health center in St. Paul. Our patients are uninsured and underinsured. Most patients are immigrants or from a low socioeconomic status. I have worked here for the past 3 years.

Education Bachelors of Science from St. Catherine University in Nutrition Masters of Science from University of Nevada Reno in Nutrition Masters of Physician Assistant Studies from St. Catherine University

Is there additional information you would like the City Council to consider regarding your application? I look forward to working more on the HRIEC and further developing the mission and work plan of the commission. I believe I have adequately contributed to the betterment of the city and this commission in my past year and a half.

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted Email

Please provide alternative phone number or email if different from above *Field not completed.*

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act Yes

Minnesota Statute
§13.601. subd. 3(b)

Home/Cell Phone, Email Address

Background
Authorization

Yes

Acknowledgement

Yes

First Name	Darrell
Last Name	Baggenstoss
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	7.5
Commissions	Parks & Recreation
Commission preference	Parks & Recreation
Commission preference	Public Works, Environment & Transportation
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	I've enjoyed serving Roseville on the Parks and Recreation Commission and look forward to continuing what has only begun. With less than a year serving so far, I have more I can offer and give back to the city. I want to continue to bring big-picture ideas and positive visions to the table and keep Roseville moving forward to meet the ever-changing dynamics of the city.
What is your view of the role of this Commission?	To continue to bring a voice to current parks and recreation planning. In particular, I am passionate about speaking up for voices that go unheard or are generally overlooked.
Civic and Volunteer Activities	I've been trying to cultivate a positive neighborhood atmosphere as a board member on the Lake McCarrons Neighborhood Association for

a few years. However, serving on the Roseville Parks and Recreation Commission has been a professional, educational, and eye-opening experience as to the possibilities and opportunities still at hand.

Work Experience I've been the music teacher at Four Seasons A+ Elementary for twenty-one years.

Education University of Minnesota Duluth: Bachelor of Music in Theory/Composition Bachelor of Music in Classroom and Vocal Education Jazz Studies Minor Lesley University: M.Ed in Curriculum and Instruction - Arts Integration

Is there additional information you would like the City Council to consider regarding your application? Again, it's been pleasure to serve Roseville and I look forward to continuing, if given the opportunity. Thank you so much.

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted Email

Please provide alternative phone number or email if different from above *Field not completed.*

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act Yes

Minnesota Statute §13.601. subd. 3(b) Home/Cell Phone, Email Address

Background Authorization Yes

Acknowledgement Yes

First Name	Nancy
Last Name	O'Brien
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	32 years
Commissions	Parks & Recreation
Commission preference	Parks & Recreation
Commission preference	<i>Field not completed.</i>
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	I believe a strong Parks system is one of the defining characteristics of a city. My family and I have extensively used and enjoyed Roseville's Parks system during the many years we have lived here. I have been involved in planning for a strong Park system in several ways - first as a member of the Citizens Advisory Team from 2009-2010 which worked to develop the vision on where Roseville wanted its Parks system to be in the future, and more recently, as a member of the

Roseville Parks and Recreation Commission from 2015 to the present. I want to continue to be involved in both the envisioning process as well as helping to make the vision a reality for our park system.

What is your view of the role of this Commission?

The Park and Recreation Commission is a mechanism through which the citizens of Roseville continue to give input into the ongoing vision of how our park system will develop for future generations. In addition, the Commission gives input on current operations and implementation of park planning. We need to continue to seek citizen support and involvement in the park projects so that they are truly seen as a resource for all - I think the Commission is one major mechanism to accomplish this. A citizen advisory commission should bring fresh viewpoints and information to Park and Rec staff as they form plans for future development.

Civic and Volunteer Activities

- member of the Roseville Parks and Rec Citizen Advisory Team for development of the Park Master Plan, September 2009-November 2010
- member of the Roseville Parks and Rec Citizen Implementation Team (Natural Resources and Trails work group), March 2011-December 2011
- Board member of the Minnesota State Operated Services Governing Board, December 2009-March 2012
- member of the National Association of Social Workers (Minnesota Chapter) Ethics Committee, May 2010 - 2016
- Roseville Ethics Commissioner, March 2012 - March 2015
- Volunteer with the Roseville Parks Natural Resources Renewal Program, January 2015 - present
- Roseville Parks and Recreation Commissioner, April 2015 - present
- Volunteer at the Harriet Alexander Nature Center, May 2015 - present

Work Experience

I retired from the Minneapolis VA Medical Center in Sept 2008 after working 34 years for the VA system in a variety of capacities. My training is as a masters degree social worker. I worked 20+ years as a clinical social worker in mental health. I then became involved in administrative work, first becoming the coordinator of the Women's Veterans Health Program at the Minneapolis VA, then the Administrative Officer for the Mental Health Program, and finally ending my career as the medical center's Compliance Officer. I was also a member of the medical center's Ethics Committee for over 20 years.

Education

BA, Sociology, Indiana University MSW (Master of Social

Work), University of Michigan

Is there additional information you would like the City Council to consider regarding your application?	No
---	----

Preferred method to be contacted
City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted	Email
----------------------------------	-------

Please provide alternative phone number or email if different from above	<i>Field not completed.</i>
--	-----------------------------

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
---	-----

Minnesota Statute §13.601. subd. 3(b)	Email Address
---------------------------------------	---------------

Background Authorization	Yes
--------------------------	-----

Acknowledgement	Yes
-----------------	-----

First Name	Jerry
Last Name	Stoner
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	5
Commissions	Parks & Recreation, Police Civic Service
Commission preference	Parks & Recreation
Commission preference	<i>Field not completed.</i>
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	Originally I wanted to join the P&R Commission because we were supremely impressed with the park system of Roseville when we first moved to the Twin Cities. It is what convinced us that we wanted to plant our roots in this community. I met Lonnie Brokke at a Discover Your Parks at Applewood Park and he asked me to consider applying after a lengthy conversation about the Renewal Plan. Now that the Renewal Plan has mostly wound down it is time to look ahead. The

Marion Street project has brought up the problems that immigrants face in our community. I would like to continue to investigate how our Parks and Recreation department can help serve this group in our community. The commission interests me and I would like to continue to be a part of it.

What is your view of the role of this Commission?

This hasn't changed much from my original application: listen. The commission isn't just a group of opinions, it's an opportunity to investigate, gather information and make informed recommendations when appropriate to the City Council. While the recommendation may be the most visible part, the investigation and fact gathering are the most important.

Civic and Volunteer Activities

I served as treasurer and then president of the ISU Hapkido club. I helped promote and write a new constitution merging the three martial arts clubs at ISU into a single large entity. I spent 5 years mentoring the Ogden Iowa Middle School First Lego League team. I am proud to say that the team went to the world competition twice during that time. First Lego League is a competition that teaches science and engineering concepts to teenagers using Lego robotics kits.

Work Experience

I work for Dickey-john Corp writing software for agricultural machinery. Previously I have worked for Distek Integration doing consulting software design for John Deere and Vermeer Mfg.

Education

I have BS degrees in Electrical Engineering and Computer Engineering from Iowa State University.

Is there additional information you would like the City Council to consider regarding your application?

I have greatly enjoyed the term I have had thus far with the Parks and Rec commission. It has been fun and interesting getting to know staff and council, and I appreciate the opportunity to serve.

Preferred method to be contacted

City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above *Field not completed.*

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act Yes

Minnesota Statute §13.601. subd. 3(b) Home/Cell Phone, Email Address

Background Authorization Yes

Acknowledgement Yes

First Name	James
Last Name	Bull
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	8
Commissions	Planning
Commission preference	Planning
Commission preference	<i>Field not completed.</i>
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	I have enjoyed being part of the process for the past 3 years and I think I bring a thoughtful perspective to the commission where I try to evaluate proposals with the impact on residents and businesses.
What is your view of the role of this Commission?	Above all to listen. Listen to the staff reports, the applicants, citizens, and my fellow commissioners. They often bring other experience and perspective to topics and by listening it helps to broaden my perspectives to help make a recommendation and support an application one way or the other.

Civic and Volunteer Activities	Current Vice Chair of the Planning Commission, City of Roseville Ethics commission representative for the Planning Commission Board of Directors for the MN Hobby Beekeepers Association Chair of Technology Committee, MN Hobby Beekeepers Association Chair, MNGOP for HD 42B Second Harvest Heartland Feed My Starving Children Various programs in Roseville
Work Experience	I have worked in the IT field for 42 years with about 35 years of Program and Project Management. I am a certified Project Management Professional.
Education	University of MN BA in Business/MIS 1992
Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
Preferred method to be contacted	<i>City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.</i>
Preferred method to be contacted	Email
Please provide alternative phone number or email if different from above	<i>Field not completed.</i>
Additional Information if you become Board or Commission Member	<i>Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.</i>
Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601. subd. 3(b)	Email Address
Background Authorization	Yes
Acknowledgement	Yes

First Name	Chuck
Last Name	Gitzen
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	22
Commissions	Planning
Commission preference	Planning
Commission preference	<i>Field not completed.</i>
This application is for	Reappointment
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	I believe that the citizens of Roseville should participate in their city government and being a member of the Planning Commission allows me to do this. Also, because of my profession and education, I feel that I can be an effective member of the Planning Commission.
What is your view of the role of this Commission?	The Planning Commission is an an advisory body that make recommendations to the city council on land use applications, zoning changes, and other items directed by the city council.

The Planning Commission also provides a forum for the citizens of Roseville to give input on items that the commission is reviewing.

Civic and Volunteer Activities

I have volunteered for many years to assist with the registration at the Run For The Roses. I have also volunteered at the Wild Rice Festival, the Halloween event, and the Rose Parade. I have been a volunteer for the Boy Scouts at the pack, troop, district, and council level. I am currently serving on the Roseville Planning Commission.

Work Experience

I am a Licensed Land Surveyor in Minnesota. I worked for 28 years for a small private land surveying firm in Hastings, MN. For the last 14 years, I have worked for Anoka County. I am currently Deputy County Surveyor for Anoka County.

Education

I have a Bachelor of Civil Engineering Degree from the University of Minnesota and a Masters in Management from Saint Mary's University of Minnesota. I also have a graduate certificate in Geographic Information Science from Saint Mary's University of Minnesota.

Is there additional information you would like the City Council to consider regarding your application?

I am in the third year serving on the Planning Commission. I have learned a lot during this time and believe I can continue to be an effective member of this commission.

Preferred method to be contacted

City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above

██████████

Additional Information if you become Board or Commission Member

Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government

Yes

Data Practices Act

Minnesota Statute §13.601. subd. 3(b)	Email Address
--	---------------

Background Authorization	Yes
-----------------------------	-----

Acknowledgement	Yes
-----------------	-----

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 7.d

Department Approval

City Manager Approval



Item Description: Appoint Acting Mayor for 2018

1 **BACKGROUND**

2
3 Minnesota State Statute 412.121, Acting Mayor, requires cities annually to designate an Acting
4 Mayor among Councilmembers. The acting mayor shall perform the duties of the mayor during
5 the disability or absence of the mayor, or in the case of a vacancy, until a successor has been
6 appointed.

7
8 **REQUESTED COUNCIL ACTION**

9 Motion designating the 2018 Acting Mayor.
10

Prepared by: Rebecca Olson, Assistant City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 7.e

Department Approval

City Manager Approval



Item Description: Discuss City Council Liaison Appointments for 2018

1 **BACKGROUND**

2 Each year the Council reviews, discusses and appoints Councilmembers to various commissions,
3 community groups, task forces and other groups. The attached list includes 2016 and 2017
4 appointments.

5 **REQUESTED COUNCIL ACTION**

6
7 Discussion of Council Liaisons could include:

- 8
9 • Changes to memberships
10 • Additional groups appropriate to have a Council or staff liaison
11 • Policy for selection and rotation of councilmembers to these groups
12 • Expectations (frequency, type of information) for reporting to the Council
13 • Level of activity that liaisons play

14
Prepared by: **Rebecca Olson, Assistant City Manager**
Attachments: A: 2016 2017 Council Memberships/Liaisons

2016-2017 Council Liaisons

Group/Organization/Activity	2016	2017	2018
Northeast Youth & Family Services Board, Roseville Board Member	Roe	Roe	
North Suburban Communications Commission/North Suburban Access Corporation Board, Board Member	Roe, Alt – McGehee	Roe	
Ramsey County League of Local Governments, Roseville Representative	Laliberte, Alt - McGehee	Laliberte	
Roseville Fire Relief Association, Board of Trustees, Ex-officio members	City Manager, Roe, Fire Chief	City Manager, Roe, Fire Chief	

Council Standing Subcommittees	2016	2017	
City Manager Performance Review	Laliberte, Willmus	Laliberte, McGehee	

Other Activities (Information only; not council-designated)	2016	2017	
League of Minnesota Cities Policy Committees	City Manager	City Manager	
Metro Cities Policy Committees	City Manager	City Manager	
Minnesota Benefit Association, Board Member	Roe	Roe	
Metro Cities Board of Directors		Laliberte	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 7.f

Department Approval

City Manager Approval



Item Description: Discuss City Council and Advisory Commission Rules of Procedures

1 **BACKGROUND**

2
3 Each year, the City Council reviews the City Council and Advisory Commission Rules of
4 Procedures for ways to best conduct City business. The Rules of Procedures were last modified
5 on January 23, 2017.

6 **REQUESTED COUNCIL ACTION**

7
8 The City Council should discuss the current City Council and Advisory Commission Rules and
9 Procedures and determine if any changes should be made. If no changes are desired, no further
10 action is needed and the current Rules of Procedure will remain in effect.

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

Attachments: A: City Council and Advisory Commission Rules of Procedures

Revised January 23, 2017

Roseville City Council and Advisory Commission Rules of Procedure

Rules Pertaining to Both the City Council and Commissions:

Rule 1 Rosenberg's Rules of Order

The City adopts Rosenberg's Rules of Order for all meetings.

Rule 2 Electronic and/or Paper Agenda Packets

In an effort to reduce the amount of paper generated, documents will be made available electronically, when feasible.

Rule 3 Public Comment

The City will receive public comment at meetings in accordance with the following guidelines:

- a. Public Comment at the beginning of a meeting and not pertaining to an agenda item is for the purpose of allowing the public the opportunity to express their viewpoints about policy issues facing their City government. Comments will be limited to 5 minutes per speaker.
- b. Public Comment pertaining to agenda items is for the purpose of allowing any member of the public an opportunity to provide input on that item. These public comments will generally be received after the staff presentation on that agenda item and before discussion and deliberation. These public comments are also limited to 5 minutes per speaker, except that the Mayor or presiding officer, subject to appeal to the chair under Rosenberg's Rules, may limit the time to 3 minutes per speaker in cases where public comment has been previously received on the same topic.
- c. Members of the public are always free, and encouraged, to reduce to writing their comments about city business and to submit written comments before, during, or after a meeting.
- d. Signs may be held and displayed during meetings but only at the back of the Council Chambers so that the view of the seated audience is not obstructed.
- e. Public comment, like staff and Council or commission member comments, will pertain to the merits of an issue; personal attacks will be ruled out of order.

- f. The Mayor or presiding officer may make special time-length arrangements for speakers representing a group.

Rule 4 Issue and Meeting Curfew

The City recognizes that meetings are for the benefit of the citizens of Roseville so meetings will end by 10:00 p.m. Meetings may be extended upon the majority vote of the City Council or commission members present, but at no time will a meeting run past 11:00 p.m. If business remains on the agenda, the Council or commission may continue the meeting to a future date or table such items until the next meeting, if needed.

Rule 8 Recording of Meetings

Except for closed executive sessions authorized under state law, all meetings of the City Council and commissions shall be shown live when technically possible and recorded in their entirety for replaying on the municipal cable channel and for web streaming except when the City Council directs by motion otherwise.

Rule 9 Suspension of Rules

Pursuant to Rosenberg's Rules of Order, these Rules may be suspended in specific situations upon a 2/3s vote of the members present.

Rule 10 Effective Date

These Rules shall become effective upon adoption by a majority of the City Council and shall remain in effect until amended or repealed by subsequent vote of the Council.

Rules Pertaining to the City Council Only

Rule 11 Timing of Council Packet Formation and Delivery

Every effort will be made to send draft agendas and supporting documents to Councilmembers ten days in advance of an item appearing on a Council agenda. This additional time will give Councilmembers adequate time to study an issue and seek answers to questions.

Rule 12 Agenda

The following shall be the order of business of the City Council:

- 1) Roll Call
- 2) Pledge of Allegiance
- 3) Approve Agenda
- 4) Public Comment
- 5) Recognitions and Donations
- 6) Items Removed from Consent Agenda
- 7) Business Items*
- 8) Approval of Minutes

- 9) Consent Agenda
- 10) Council and City Manager Communications, Reports and Announcements
- 11) City Manager Future Agenda Review and Councilmember Initiated Future Agenda Items
- 12) Adjourn

* Business Items may include Presentations, Discussions, Public Hearings, Work Session Items, and/or other Council Actions, as appropriate.

The Council will schedule a 10-minute break approximately two hours after the start of meeting.

Councilmembers are encouraged to introduce new items including background information and supporting materials for discussion and possible action. Councilmembers have the right to place items on the agenda as follows:

A Councilmember may, at a council meeting, request that an action item be placed on a future council agenda, or;

A Councilmember may make a request for an agenda item outside of a council meeting by submitting an email request to the city manager, with a copy of the email to the other Councilmembers, no later than noon of the Wednesday preceding the council meeting. That agenda item will be included on the agenda for the next council meeting under the heading "Councilmember Initiated Future Agenda Items" for notice purposes only, not for action or removal from future agendas, but will not be an action item. The item will become a regular council agenda item (i.e., for discussion and action) at the subsequent council meeting, or;

A Councilmember may request the addition of an agenda item at the same meeting at which the item is to be addressed. However, the addition of an agenda item shall require the approval of a majority of the Councilmembers present.

Rule 13 City Council Task Force or Subcommittee Formation

The Council may, as issues arise, establish a two-member task force to study the issue. The membership will be agreed upon by the City Council majority. The task force will have a specific topic or issue to address and the task force will report its findings or recommendations by a specific deadline established by the Council.


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/08/2018
Item No.: 9.a

Department Approval

Chris K. Miller

City Manager Approval

Samuel J. Truogler

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

1 **BACKGROUND**

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

5
6 *Attachment A* includes a list of items submitted for Council review and approval. *Attachment B*
7 includes a summary of the CIP purchases for 2018.

8
9 **POLICY OBJECTIVE**

10 Required under City Code 103.05.

11 **FINANCIAL IMPACTS**

12 Funding for all items is provided for in the current budget or through pre-funded capital replacement
13 funds.

14 **STAFF RECOMMENDATION**

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

17 **REQUESTED COUNCIL ACTION**

18 Motion to approve the submitted purchases or contracts for services and if applicable; the sale/trade-
19 in of surplus items.

20
21 Prepared by: Chris Miller, Finance Director
Attachments: A: Over \$5,000 Items for Purchase or Sale/Trade-in
B: 2018 CIP Purchase Summary

General Purchases or Contracts

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Budget Amount</u>	<u>P.O. Amount</u>	<u>Budget / CIP</u>
Public Works	Boyer Trucks	Freightliner Cab & Chassis	(a)	\$ 225,000	\$ 77,264.00	CIP
Public Works	Terex Utilities	Aerial Boom & Fiberglass body	(a)	-	105,000.00	CIP

Key

- (a) Replacement of Aerial Boom Truck. Purchased off the State Bid Contract. The 2001 Aerial Boom Truck will be sold later this year when delivery of the new unit is received.

Sale of Surplus Vehicles or Equipment

<u>Division</u>	<u>Description</u>	<u>Key</u>	<u>Est. Sale / Trade-In Amount</u>
		n/a	\$ -

Key

n/a

City of Roseville

2018 Summary of Scheduled CIP Items

Updated January 3, 2018

	<u>Council</u> <u>Approval</u>	<u>P.O.</u> <u>Amount</u>	<u>Budget</u> <u>Amount</u>	<u>YTD</u> <u>Actual</u>	<u>Difference</u>
Administration					
		\$ -	\$ -	\$ -	\$ -
Finance					
Software Acquisition		-	80,000	-	80,000
Central Services					
Copier & Postage Machine Lease		-	82,000	-	82,000
Police					
Marked Squad Car Replacements		-	165,000	-	165,000
Unmarked Vehicle Replacement		-	24,000	-	24,000
Vehicle Tools & Equipment		-	11,855	-	11,855
Vehicle Computers & Printers		-	8,800	-	8,800
Vehicle Cameras		-	41,715	-	41,715
Sidearms, Long-Guns, Non-Lethal Equip.		-	6,750	-	6,750
Tactical Gear		-	12,905	-	12,905
Crime Scene Equipment		-	3,000	-	3,000
Radio Equipment		-	15,500	-	15,500
Office Equipment		-	6,500	-	6,500
Office Furniture		-	8,400	-	8,400
Fire					
Command Response Vehicle		-	52,500	-	52,500
Reporting Software		-	11,000	-	11,000
Portable and mobile radios		-	20,000	-	20,000
Personal Protective Equipment		-	40,000	-	40,000
SWAT Gear/Equipment		-	10,000	-	10,000
Fitness Equipment		-	10,000	-	10,000
Rescue/Training Equipment		-	1,500	-	1,500
Kitchen table & chairs		-	1,500	-	1,500
Public Works					
#304: Project Coord. C1500		-	30,000	-	30,000
#111 Bobcat: Bucket		-	5,000	-	5,000
#111 Bobcat: Millhead		-	22,000	-	22,000
#111 Bobcat: Sweeper Broom		-	8,000	-	8,000
#157 Ingersoll 5-ton roller		-	40,000	-	40,000
Street Signs		-	10,000	-	10,000
Band Saw		-	4,500	-	4,500
Boom Truck	1/8/2018	182,264	225,000	-	225,000
Brake lathe		-	11,000	-	11,000
Parks & Recreation					
#511 Toolcat		-	55,000	-	55,000
#553 John Deere Loader		-	80,000	-	80,000
Tractor Replacement		-	41,000	-	41,000

City of Roseville

2018 Summary of Scheduled CIP Items

Updated January 3, 2018

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
General Facility Improvements					
Door Card Reader (CH,PW)		-	25,000	-	25,000
Unit Heaters (CH, PW)		-	6,000	-	6,000
Tables & Chairs (CH)		-	30,000	-	30,000
Maintenance Yard Security Gate		-	25,000	-	25,000
Paint Walls & City Hall		-	15,000	-	15,000
City Hall Elevator		-	95,000	-	95,000
Arena: Dehumidification		-	90,000	-	90,000
Arena: Restroom Remodeling		-	75,000	-	75,000
OVAL: Microprocessors		-	20,000	-	20,000
Fire Station Shift Office Counter Tops		-	3,000	-	3,000
Information Technology					
Computers (Notebooks, Desktop, Mobile)		-	69,800	-	69,800
Monitor/Display		-	8,700	-	8,700
MS Office License		-	8,100	-	8,100
Desktop Printer		-	1,200	-	1,200
Network Switches/Routers (Roseville)		-	38,000	-	38,000
Network Switches/Routers (Roseville)		-	10,000	-	10,000
Servers - Host - Shared (5)		-	30,000	-	30,000
Storage Area Network Nodes- Shared (8)		-	55,000	-	55,000
Power/UPS - Closets (11)		-	1,700	-	1,700
Surveillance Cameras (53)		-	9,180	-	9,180
Wireless Access Points (38)		-	23,200	-	23,200
Office Furniture		-	-	-	-
Park Improvements					
Tennis & Basketball Courts		-	-	-	-
Shelters & Structures		-	60,000	-	60,000
Volleyball & Bocce Ball Courts		-	-	-	-
Pathway Lighting		-	-	-	-
PIP Items		-	200,000	-	200,000
Natural Resources		-	40,000	-	40,000
Street Improvements					
Improvements		-	2,200,000	-	2,200,000
Street Lighting					
Improvements		-	45,000	-	45,000
Pathways (Existing)					
Improvements		-	250,000	-	250,000
Communications					
Conference Room Equipment		-	-	-	-
Other Equipment		-	10,000	-	10,000
License Center					
General Office Equipment		-	3,100	-	3,100
Facility Improvements ??		-	250,000	-	250,000
Community Development					
Inspections Vehicle		-	19,000	-	19,000
Computer Replacements		-	2,500	-	2,500
Online Permit/Scheduling Software		-	-	-	-
Office Furniture		-	1,000	-	1,000

City of Roseville

2018 Summary of Scheduled CIP Items

Updated January 3, 2018

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Water					
Field Computer Add/Replacements		-	5,000	-	5,000
Valve Operator & Vac		-	70,000	-	70,000
Booster Station Rehabilitation		-	1,600,000	-	1,600,000
Water main replacement		-	500,000	-	500,000
Sanitary Sewer					
#209 1-ton Flat Bed Crane		-	40,000	-	40,000
Pipe Camera		-	75,000	-	75,000
Lounge Lift Station Rehab		-	350,000	-	350,000
Fernwood Lift Station Rehab		-	60,000	-	60,000
Sewer main repairs		-	1,000,000	-	1,000,000
I & I reduction		-	100,000	-	100,000
Storm Sewer					
#172 Zero Turn Mower		-	15,000	-	15,000
Walsh Storm station Upgrades		-	450,000	-	450,000
Pond improvements/Infiltration		-	275,000	-	275,000
Storm Sewer Replacement/Rehabilitation		-	350,000	-	350,000
Golf Course					
Irrigation System Upgrades		-	30,000	-	30,000
		-	-	-	-
Total - All Items			\$9,783,905	\$	- \$9,783,905

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.b

Department Approval

Chris K. Miller

City Manager Approval

Samuel J. Truogler

Item Description: Designation of Official Bank Depositories for 2018

1 **BACKGROUND**

2 State Statute requires the City to designate official bank depositories for which city funds may be
3 deposited and held for safekeeping.

4
5 The attached resolution lists those institutions that will be used for various banking services. The
6 institutions are selected on a bid basis.

7 **POLICY OBJECTIVE**

8 The designation of official bank depositories is required under State Statute.

9 **FINANCIAL IMPACTS**

10 Not applicable.

11 **STAFF RECOMMENDATION**

12 Staff recommends approval of the attached resolution.

13 **REQUESTED COUNCIL ACTION**

14 Adopt the attached resolution designating the official bank depositories for 2018.

15

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution designating the official depositories for 2018

16

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 8th day of January, 2018 at 6:00 p.m.

The following members were present: _____. The following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ON DESIGNATION OF DEPOSITORIES

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville that the following banks are designated official depositories for the City of Roseville for 2018.

- US Bank
- BMO Harris Bank

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

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 8th day of January, 2018, with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 8th day of January, 2018.

Patrick Trudgeon
City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.c

Department Approval

Chris K. Miller

City Manager Approval

Pat Trudgeon

Item Description: Designation of Official Bank Signatories for 2018

1 **BACKGROUND**

2 State Statute requires the City to designate officials with the authority to sign checks for payment of
3 goods and services. This includes checks processed through the City's payroll and accounts payable
4 systems.

5
6 Traditionally, the Mayor, City Manager, and Finance Director have been designated as authorized
7 individuals.

8 **POLICY OBJECTIVE**

9 The designation of official bank signatories is required under State Statute.

10 **FINANCIAL IMPACTS**

11 Not applicable.

12 **STAFF RECOMMENDATION**

13 Staff Recommends that Mayor Dan Roe, City Manager Pat Trudgeon, and Finance Director Chris Miller
14 be designated as official signatories for 2018.

15 **REQUESTED COUNCIL ACTION**

16 Adopt the attached resolution designating the Mayor, City Manager, and Finance Director as official
17 signatories for 2018.

18
19 Prepared by: Chris Miller, Finance Director
 Attachments: A: Resolution designating the Mayor, City Manager, and Finance Director as official signatories for 2018

20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 8th day of January, 2018 at 6:00 p.m.

The following members were present: _____. The following were absent: _____

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION OF DESIGNATION OF BANK SIGNATORIES

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville that the following persons are designated official signatories for the City of Roseville for 2018:

- ❖ Daniel J. Roe, Mayor
- ❖ Patrick Trudgeon, City Manager
- ❖ Christopher K. Miller, Finance Director

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

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 8th day of January, 2018 with the original thereof on file in my office.

WITNESS MY HAND officially as said Manager and the corporate seal of the City this 8th day of January, 2018.

Patrick Trudgeon
City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.d

Department Approval

City Manager Approval



Item Description: Designate 2018 Legal Newspaper

1 **BACKGROUND**

2
3 Minnesota Statute §331A requires cities annually to designate a legal newspaper for publication of
4 ordinances and other notices.

5
6 In 2016, the council approved a three-year contract with the Roseville Review, pending satisfaction with
7 their service. The Roseville Review continues to provide quality service for public notices.

8 **FINANCIAL IMPLICATIONS**

9
10 The 2018 budget includes funds for legal notices. In 2017, Roseville spent approximately \$3,900 on
11 legal notices.

12 **REQUESTED COUNCIL ACTION**

13
14 Motion designating the Roseville Review as the legal newspaper for the City of Roseville for 2018.

15
16 **Prepared by:** **Rebecca Olson, Assistant City Manager**
 Attachments: A. Roseville Review bid

City of Roseville LEGAL NEWSPAPER INFORMATION

The following information is provided to the City of Roseville for consideration in the selection of legal newspaper for 2016 – 2018.

- 1) Cost of one time publication of each of the attached notices:

	2016	2017	2018
<input checked="" type="checkbox"/> Public Meeting Dates	\$ <u>42.56</u>	\$ <u>46.15</u>	\$ <u>49.73</u>
<input checked="" type="checkbox"/> Public Notice	\$ <u>19.65</u>	\$ <u>21.30</u>	\$ <u>22.95</u>
<input checked="" type="checkbox"/> TIF Publication	\$ <u>58.95</u>	\$ <u>63.90</u>	\$ <u>68.85</u>

- 2) The number of papers distributed in Roseville by the following means:

	Daily	Weekly
<input checked="" type="checkbox"/> Mailed to residents	<u>0</u>	<u>200</u>
<input checked="" type="checkbox"/> Delivered to single family and town homes	<u>0</u>	<u>8435</u>
<input checked="" type="checkbox"/> Delivered to apartments	<u>0</u>	<u>0</u>
<input checked="" type="checkbox"/> Retail/public outlets	<u>0</u>	<u>1685</u>

- 3) The percentage of 2015 circulation that was within the Roseville City limits: 72 %

- 4) Minimum lead-time for submitting a legal ad to the newspaper: 3PM DEADLINE THURSDAY _____ Days

- 5) Method that ad proof is made available: Mail Fax Email

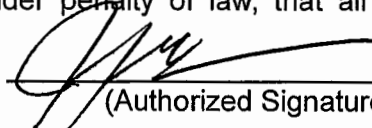
- 6) Affidavit of publication is available by: Mail Fax Email

- 7) Affidavits of publication archived electronically: Yes No
 If yes, explain how City Staff can access the archive:
LEGAL NOTICES ARE ALSO PUBLISHED ON LINE
OUR WEBSITE

The above information is provided for the following newspaper:

Newspaper: ROSEVILLE REVIEW Contact: JEFFENBACH Title: Co-Publisher
 Address: 2515 E 7th Av City, State & Zip Code: N ST PAUL MN 55109
 Phone: 651-771-8800 Fax: 651-771-8288 Email: JEFFENBACH@LILLIE NEWS.COM

I affirm that this newspaper meets the requirements of a qualified newspaper as specified by MN Stat 331A.02. My signature below certifies, under penalty of law, that all of the above information is accurate and complete.

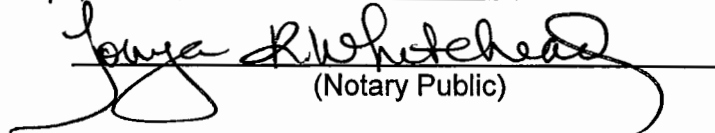


 (Authorized Signature and Title)

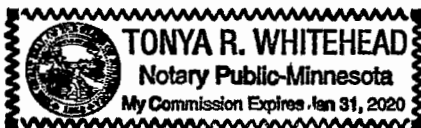
State of Minnesota
County of Ramsey

Subscribed and sworn to before me this 14th day of December, 2012.

Seal



 (Notary Public)





NOTICE OF PUBLIC MEETING

WEDNESDAY, May 25, 2011 – 6:30 to 8:30 PM

Roseville City Hall, Willow Room

PUBLIC COMMENT WANTED

A component of the Community Mixed Use Zoning District adopted by the City Council in 2010 is the requirement that a Regulating Map and Plan be adopted for land within the District. This technical document will further strengthen the existing Code regarding the Community Mixed Use District. The Regulating Map as a zoning tool differs from a typical zoning map in a couple of ways:

1. It regulates or "codes" where the preferred location of development components (buildings, building frontage, parking, streets, etc.) must occur by the use of a build-to line rather than a building setback line.
2. A Regulating Map is more focused on how a larger area (like Twin Lakes) should develop in a manner that delivers a more well-coordinated and connected area. The emphasis being on how buildings, frontage and streets are assembled into a organized whole.

In contrast the zoning district typically regulates the lot or site use and applies standards based on building setbacks, buffers and parking quantity.

In March 2011, the Roseville Planning Division hired the Cuningham Group to assist with the Regulating Map and Plan processes for the Twin Lakes Redevelopment Area, the only portion of Roseville currently zoned Community Mixed Use. You are cordially invited to attend the PUBLIC MEETING to review, discuss and shape the Regulating Map and Plan for Twin Lakes Sub-Area 1.

For further information, please call or email City Planner, Thomas Paschke at 651-792-7074 or thomas.paschke@ci.roseville.mn.us or you can go to the following web page www.ci.roseville.mn.us/regulatingmapplan for additional information.

**NOTICE OF
PUBLIC MEETING
WEDNESDAY, May 25, 2011 – 6:30
to 8:30 PM**

Roseville City Hall, Willow Room
PUBLIC COMMENT WANTED

A component of the Community Mixed Use Zoning District adopted by the City Council in 2010 is the requirement that a Regulating Map and Plan be adopted for land within the District. This technical document will further strengthen the existing Code regarding the Community Mixed Use District. The Regulating Map as a zoning tool differs from a typical zoning map in a couple of ways:

1. It regulates or "codes" where the preferred location of development components (buildings, building frontage, parking, streets, etc.) must occur by the use of a build-to line rather than a building setback line.

2. A Regulating Map is more focused on how a larger area (like Twin Lakes) should develop in a manner that delivers a more well-coordinated and connected area. The emphasis being on how buildings, frontage and streets are assembled into a organized whole.

In contrast the zoning district typically regulates the lot or site use and applies standards based on building setbacks, buffers and parking quantity.

In March 2011, the Roseville Planning Division hired the Cuningham Group to assist with the Regulating Map and Plan processes for the Twin Lakes Redevelopment Area, the only portion of Roseville currently zoned Community Mixed Use. You are cordially invited to attend the PUBLIC MEETING to review, discuss and shape the Regulating Map and Plan for Twin Lakes Sub-Area 1.

For further information, please call or email City Planner, Thomas Paschke at 651-792-7074 or thomas.paschke@ci.roseville.mn.us or you can go to the following web page www.ci.roseville.mn.us/regulatingmapplan for additional information.

(Roseville Review: May 10, 17, 2011)

CITY OF ROSEVILLE

PUBLIC HEARING NOTICE

Notice is hereby given that the **ROSEVILLE CITY COUNCIL** will hold its regular meeting in the **City Council Chambers at City Hall**, 2660 Civic Center Drive, on **Monday, November 30, 2015 beginning at 6:00 p.m.** to consider the following public hearing:

A request to consider the following license renewal to the Minnesota Department of Commerce to operate as Currency Exchange Company at the following location:

**Pawn America Minnesota, LLC,
1715 North Rice Street**

Based on State law (MS53A.04), the governing body (City) shall give published notice of its intention to consider the issue and solicit testimony from interested persons, including those in the community in which the applicant is located or is proposing to be located.

(Roseville Review: Nov. 10, 2015)

City of Roseville, Minnesota
Annual Statement of Tax Increment
For Year Ending December 31, 2014

<u>Tax Increment District</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>15</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>Total</u>
Revenues									
Tax Increments Received	333,063	484,138	117,636	437,921	-	426,702	68,331	175,687	2,043,478
Market Value Homestead Credit	-	-	-	-	-	-	-	-	-
Interest on invested funds	25,735	110,791	37,930	99,393	12,013	29,870	50	195	315,977
Other	-	-	-	-	-	-	-	-	-
Transfer In	-	-	-	-	-	-	-	-	-
Total revenues	358,798	594,929	155,566	537,314	12,013	456,572	68,381	175,882	2,359,455
Expenditures									
Land/Building acquisition	-	-	-	-	15,759	154,708	-	-	170,467
Site improvements/preparation costs	-	-	-	-	-	-	-	-	-
Installation of public utilities	-	-	-	-	-	91,541	-	-	91,541
Other public improvements	-	-	-	-	-	-	-	-	-
Loan/note interest payments	388,832	-	1,375	1,375	-	-	98,732	153,331	640,895
Authority administrative costs	1,375	882	2,022	393	-	930	701	950	6,450
County administrative costs	477	-	-	-	-	-	-	936	6,341
Transfer Out	-	-	-	-	-	-	-	-	-
Decertification to Ramsey County	-	-	-	-	270,278	-	-	-	270,278
Total expenditures	390,684	882	3,397	1,768	286,037	248,554	99,433	155,217	1,185,972
Net increase (decrease)	(31,886)	594,047	152,169	535,546	(274,024)	208,018	(31,052)	20,665	1,173,483
Principal and interest payments due in 2015	-	-	-	-	-	-	33,072	85,210	118,282
Net Tax Capacity Statement									
Current net tax capacity	376,203	1,189,992	140,211	373,794	-	955,358	112,209	165,955	3,313,722
Original net tax capacity	19,122	409,630	23,156	13,058	-	409,910	43,196	17,926	935,998
Captured net tax capacity	357,081	780,362	117,055	360,736	-	545,448	69,013	148,029	2,377,724
First tax increment received	12/1988	07/1991	04/1991	07/1995	07/1998	07/2006	06/2013	07/2014	
Date of required decertification	12/31/2014	12/31/2016	12/31/2016	12/31/2018	12/31/2022	12/31/2031	12/31/2038	12/31/2020	

CITY OF ROSEVILLE, MINNESOTA

Annual Statement of Tax Increment For Year Ending December 31, 2014

Tax Increment District	10	11	12	13	15	17	18	19	Total
Revenues									
Tax Increments Received	333,063	484,138	117,636	437,921	-	426,702	68,331	175,687	2,043,478
Market Value Homestead Credit	-	-	-	-	-	-	-	-	-
Interest on invested funds	25,735	110,791	37,930	99,393	12,013	29,870	50	195	315,977
Other	-	-	-	-	-	-	-	-	-
Transfer In	-	-	-	-	-	-	-	-	-
Total revenues	358,798	594,929	155,566	537,314	12,013	456,572	68,381	175,882	2,359,455
Expenditures									
Land/Building acquisition	-	-	-	-	15,759	154,708	-	-	170,467
Site improvements/preparation costs	-	-	-	-	-	-	-	-	-
Installation of public utilities	-	-	-	-	-	-	-	-	-
Other public improvements	-	-	-	-	-	91,541	-	-	91,541
Loan/Note interest payments	388,832	-	-	-	-	-	98,732	153,331	640,895
Authority administrative costs	1,375	-	1,375	1,375	-	1,375	-	950	6,450
County administrative costs	477	882	2,022	393	-	930	701	936	6,341
Transfer Out	-	-	-	-	-	-	-	-	-
Decertification to Ramsey County	-	-	-	-	270,278	-	-	-	270,278
Total expenditures	390,684	882	3,397	1,768	286,037	248,554	99,433	155,217	1,185,972
Net increase (decrease)	(31,886)	594,047	152,169	535,546	(274,024)	208,018	(31,052)	20,665	1,173,483
Principal and interest payments due in 2015	-	-	-	-	-	-	33,072	85,210	118,282
Net Tax Capacity Statement									
Current net tax capacity	376,203	1,189,992	140,211	373,794	-	955,358	112,209	165,955	3,313,722
Original net tax capacity	19,122	409,630	23,156	13,038	-	409,910	43,196	17,926	935,998
Captured net tax capacity	357,081	780,362	117,055	360,756	-	545,448	69,013	148,029	2,377,724
First tax increment received	12/1988	07/1991	04/1991	07/1995	07/1998	07/2006	06/2013	07/2014	
Date of required decertification	12/31/2014	12/31/2016	12/31/2016	12/31/2018	12/31/2022	12/31/2031	12/31/2038	12/31/2020	

(Roseville Review: July 28, 2015)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-8-18
Item No.: 9.e

Department Approval



City Manager Approval



Item Description: Annual City Sign Permits for 2018

BACKGROUND

The City Council annually approves sign permits for City events held throughout the year by multiple City Departments.

For 2018 the Departments prepared the attached list of signage requirements for the entire year, recognizing that some events may change dates or times slightly.

The signs and displays must adhere to setback provisions, except for directional signage, which may be at the property line.

STAFF RECOMMENDATION

Staff recommends the Council approve the 2018 sign permit for City uses and promotions as listed in the attached summary.

REQUESTED COUNCIL ACTION

By motion, approve the 2018 sign permit for City uses and promotions as listed in the sign summary dated 1-8-18.

Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate
Attachments: A: Annual City Temporary Signage 1-8-18

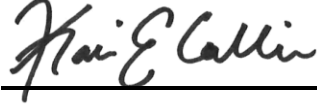
Annual City Temporary Signage 1-8-18

EVENT/ACTIVITY	SIGN DESCRIPTION	LOCATION	TIMING
PR - Rink Attendants Wanted	<ul style="list-style-type: none"> 4 x 4 two sided display 	<ul style="list-style-type: none"> At 6 warming house locations 	<ul style="list-style-type: none"> As needed November / Dec
PR - Golf Course Specials, Open During Construction	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> Attached to clubhouse and I.D. sign Attached to fence along Hwy 36 and Construction Fencing 	<ul style="list-style-type: none"> April - October
PR - Discover Your Parks Series	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> In front of each scheduled park 	<ul style="list-style-type: none"> Various locations, May-August
PR - Community Halloween Party	<ul style="list-style-type: none"> 4 x 8 sign on plywood directional and informational 	<ul style="list-style-type: none"> HANC CP Dale Street Arboretum area 	<ul style="list-style-type: none"> October
PR - Nature Center Special Events Earth Day, Open House, Wild Rice Festival	<ul style="list-style-type: none"> 4 x 8 sign Directional and informational 	<ul style="list-style-type: none"> HANC 	<ul style="list-style-type: none"> Periodically Feb - September
PR - FOR Parks fundraising events	<ul style="list-style-type: none"> Directional and informational 	<ul style="list-style-type: none"> Numerous locations throughout the city 	<ul style="list-style-type: none"> Select Dates June - November
PR - Passport to Play	<ul style="list-style-type: none"> 4 x 8 sign on plywood 	<ul style="list-style-type: none"> In front of each programmed park 	<ul style="list-style-type: none"> May - August
PR - Summer Staff Recruitment	<ul style="list-style-type: none"> 4 x 8 sign on plywood 	<ul style="list-style-type: none"> Rotated among parks system-wide 	<ul style="list-style-type: none"> February - May
PR - Arboretum Special Events Plant Sale	<ul style="list-style-type: none"> 4 x 4 two sided display 	<ul style="list-style-type: none"> Entrance to the Arboretum Parking Lot on Dale Street 	<ul style="list-style-type: none"> Periodically May – September
PR - Rosefest events including Parade, Run/Roll for the Roses, Taste of Rosefest	<ul style="list-style-type: none"> Traffic information 	<ul style="list-style-type: none"> Along and near route 	<ul style="list-style-type: none"> June/July
PR - Holiday Craft Fair/Boutique	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> City Hall, Skating Center Civic Center and C and Woodhill, Numerous locations throughout City 	<ul style="list-style-type: none"> December
PR - Art Series/Art and Craft Show	<ul style="list-style-type: none"> 4x4 two sided displays Directional and informational 	<ul style="list-style-type: none"> Roseville Skating Center Civic Center and C and Woodhill, entrance to Skating Center Numerous locations throughout City 	<ul style="list-style-type: none"> Periodically March - December
PR - Wild Rice Festival	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> HANC Numerous locations throughout City 	<ul style="list-style-type: none"> September-October
PR - Summer Special Events at Amphitheatre	<ul style="list-style-type: none"> Directional and informational 	<ul style="list-style-type: none"> Central Park Lexington and Amphitheatre area 	<ul style="list-style-type: none"> May - August
PR - Tapping Time event	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> HANC Numerous locations throughout City 	<ul style="list-style-type: none"> March
PR - Skating Center Events	<ul style="list-style-type: none"> Directional and informational Welcome 	<ul style="list-style-type: none"> Near Building 	<ul style="list-style-type: none"> Major State/National/International events as scheduled .
PR - OVALumination	<ul style="list-style-type: none"> Identification 	<ul style="list-style-type: none"> Trees around Roseville Skating Center 	<ul style="list-style-type: none"> November – February
PD - Recruiting Police Reserves	<ul style="list-style-type: none"> 5 x 5 two-sided display 	<ul style="list-style-type: none"> In front of City Hall 	<ul style="list-style-type: none"> As needed
PD - Family Night Out and Night to Unite	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> City Hall and Central Park 	<ul style="list-style-type: none"> July-August
FD - Fire Prevention Program	<ul style="list-style-type: none"> Informational 	<ul style="list-style-type: none"> Fire Station 	<ul style="list-style-type: none"> As needed
FD - Fire Dep. Open House/Com. Events	<ul style="list-style-type: none"> 4x4 two-sided display 	<ul style="list-style-type: none"> Fire Station 	<ul style="list-style-type: none"> As needed
FD - Auxiliary Booya	<ul style="list-style-type: none"> 2x3 two-sided sign Directional & Informational 	<ul style="list-style-type: none"> Numerous locations throughout the City 	<ul style="list-style-type: none"> Last week of September-1st week of October
LC - Renovation	<ul style="list-style-type: none"> 4' x 8' affixed to the building or between two building support poles 	<ul style="list-style-type: none"> License Center 	<ul style="list-style-type: none"> TBD

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 01-8-18
Item No.: 9.f

Department Approval



City Manager Approval



Item Description: Consider Appointment of the Building Official as Assistant Weed Inspector for 2018

BACKGROUND

- Under Minnesota Statute 18.80, the Mayor shall act as local weed inspector for the City. A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants shall have the power, authority and responsibility of the Mayor in the capacity of weed inspector.
- Since 2003, the City Council has appointed the Community Development Department Codes Coordinator/Building Official to act as Assistant Weed Inspector.

POLICY OBJECTIVE

- Under Minnesota Statute, Section 18.80, the Mayor shall act as local weed inspector for the City.
- Minnesota Statute allows the appointment of one or more assistants to perform the statutory weed inspector duties of the Mayor.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Staff recommends the appointment of the Community Development Department Building Official as the duly authorized and designated Assistant Weed Inspector for the calendar year 2018.

REQUESTED COUNCIL ACTION

By motion, approve the attached resolution appointing the City of Roseville Community Development Department Building Official as the duly designated Assistant Weed Inspector for the calendar year 2018, pursuant to Minnesota Statutes 18.80.

Prepared by: David Englund, Building Official

Attachment: A: Resolution

B: 2017 Minnesota State Statute 18.80

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the ____of _____, 201_, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this ____ of _____, 201__.

BY:

Patrick Trudgeon, City Manager

(SEAL)

2017 Minnesota Statutes

18.80 INSPECTORS.

Subdivision 1. **County agricultural inspectors and county-designated employees.** The county board shall either appoint at least one county agricultural inspector to carry out the duties specified under section 18.81, subdivisions 1a and 1b, or a county-designated employee to carry out the duties specified under section 18.81, subdivision 1a. A notice of the appointment of either a county agricultural inspector or county-designated employee must be delivered to the commissioner within 30 days.

Subd. 2. **Local weed inspectors.** The supervisors of each town board and the mayor of each city shall act as local weed inspectors within their respective municipalities.

Subd. 3. **Assistant weed inspectors.** A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants have the power, authority, and responsibility of the town board members or the city mayor in the capacity of weed inspector.

History: 1992 c 500 s 6; 2009 c 94 art 1 s 28

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.g

Department Approval

City Manager Approval



Item Description: Appoint Mayor and City Manager to Roseville Firefighter Relief Association

1 **BACKGROUND**

2 Per Minnesota Statute 424A.04 Subdivision 1(a), the three municipal trustees of a Firefighter
3 Relief Association must be one elected municipal official and one elected or appointed
4 municipal official who are designated as municipal representatives by the municipal governing
5 board annually and the chief of the municipal fire department.

6 **POLICY OBJECTIVE**

7 Comply with Minnesota Statute 424A.04 Subdivision 1(a).

8 **BUDGET IMPLICATIONS**

9 None.

10 **STAFF RECOMMENDATION**

11 Designate the Mayor and City Manager to serve as municipal representatives to the Roseville
12 Firefighter Relief Association.

13 **REQUESTED COUNCIL ACTION**

14 Approve Resolution designating the Mayor and City Manager as municipal representatives to the
15 Roseville Firefighter Relief Association.

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

Attachment: A. Resolution

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 8th day of January, at 6:00 p.m.

The following members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION DESIGNATING THE MAYOR AND CITY MANAGER AS
MUNICIPAL REPRESENTATIVES TO THE FIREFIGHTER RELIEF ASSOCIATION**

WHEREAS, Per Minnesota Statute 424A.04 Subdivision 1 (a), the three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the “Council”) of the City of Roseville, Minnesota (the ‘City’), that the Council designate:

1. The Mayor as the elected municipal representative to the Roseville Firefighter Relief Association, and;
2. The City Manager as the municipal representative to the Roseville Firefighter Relief Association.

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

the following voted against the same: _____, and the following abstained: _____.

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – Designating Municipal Representatives to Roseville Firefighter Relief Association

STATE OF MINNESOTA)
 s) s
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on January 8 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 8th day of January, 2018.

Patrick Trudgeon, City Manager

(Seal)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-8-18
Item No.: 9.h

Department Approval



City Manager Approval



Item Description: Authorization to Seek Donations for Various City Functions and Events

1 **BACKGROUND**

2 The City Council established a policy in February of 1997 requiring Council approval of formal written request
3 for donations to the City. The City has annually requested support from community groups and businesses for
4 several city functions and special events. The activities that the authorization is requested to seek donations for
5 include:

6
7 Administration Department

8 Spring Volunteer Recognition Banquet
9 Fall Volunteer Recognition Banquet

10
11 Fire Department

12 Community Partnerships for purchase of Vehicles, Supplies, & Equipment
13 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
14 Explorer supplies and training
15 Vial of life project
16 EMS Week
17 Night to Unite
18 Family Night Out
19 Animal Rescue
20 Fire Department Community Support Fund
21 Fire and medical safety and prevention materials & supplies

22
23 Parks and Recreation Department

24 Tapping Time at Nature Center
25 Community Arts Program
26 Earth Day
27 Summer Concert Series
28 Puppet Wagon
29 Discover Your Parks
30 Golf Course Events and Leagues
31 Rosefest
32 July 4th Party in the Park

33 Roll in Movies at the OVAL
34 Halloween Event
35 Holiday Craft Fair
36 New Year's Eve Event
37 Wild Rice Festival at HANC

38

39 Police Department

40 Shop with a Cop program
41 Night to Unite
42 Family Night Out
43 Reserve Officer Recognition Dinner
44 Citizen Park Patrol supplies
45 Heart Defibrillators
46 Citizen Academy
47 Police Explorers- training and supplies
48 Safety Brochures and Information
49 K9 Unit
50 Senior Safety Camp
51 New American Forum

52

53 **POLICY OBJECTIVE**

54 The following is the City of Roseville's policy regarding the solicitation of donations. To avoid conflict of
55 interest or appearance of impropriety, the solicitation of donations by City staff is not permitted except by
56 authorization of the City Council. The Council approves all the donations received.

57 **FINANCIAL IMPACTS**

58 Approved donations for these events may result in a budget reduction.

59 **STAFF RECOMMENDATION**

60 Staff recommends the authorization as per City policy for the requesting of donations for the following special
61 events:

62

63 Administration Department

64 Spring Volunteer Recognition Banquet
65 Fall Volunteer Recognition Banquet

66

67 Fire Department

68 Annual Firefighter Recognition Event
69 Community Partnerships for purchase of Vehicles, Supplies, & Equipment
70 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
71 Explorer supplies and training
72 Vial of life project
73 EMS Week
74 Night to Unite
75 Family Night Out
76 Animal Rescue
77 Fire Department Community Support Fund
78 Fire and medical safety and prevention materials & supplies

79

80 Parks and Recreation Department

- 81 Tapping Time at Nature Center
- 82 Community Arts Program
- 83 Earth Day
- 84 Summer Concert Series
- 85 Puppet Wagon
- 86 Discover Your Parks
- 87 Golf Course Events and Leagues
- 88 Rosefest
- 89 July 4th Party in the Park
- 90 Roll in Movies at the OVAL
- 91 Halloween Event
- 92 Holiday Craft Fair
- 93 New Year's Eve Event
- 94 Wild Rice Festival at HANC

95

96 Police Department

- 97 Shop with a Cop program
- 98 Night to Unite
- 99 Family Night Out
- 100 Reserve Officer Recognition Dinner
- 101 Citizen Park Patrol supplies
- 102 Heart Defibrillators
- 103 Citizen Academy
- 104 Police Explorers- training and supplies
- 105 Safety Brochures and Information
- 106 K9 Unit
- 107 Senior Safety Camp
- 108 New American Forum

109

110 **REQUESTED COUNCIL ACTION**

111 Motion authorizing the City Manager or his designee to send letters requesting support for:

112

113 Administration Department

- 114 Spring Volunteer Recognition Banquet
- 115 Fall Volunteer Recognition Banquet

116

117 Fire Department

- 118 Annual Firefighter Recognition Event
- 119 Community Partnerships for purchase of Vehicles, Supplies, & Equipment
- 120 Cardiac Resuscitation Devices (Monitors, Defibrillators, Automated CPR)
- 121 Explorer supplies and training
- 122 Vial of life project
- 123 EMS Week
- 124 Night to Unite
- 125 Family Night Out
- 126 Animal Rescue
- 127 Fire Department Community Support Fund

128 Fire and medical safety and prevention materials & supplies

129

130 Parks and Recreation Department

131 Tapping Time at Nature Center

132 Community Arts Program

133 Earth Day

134 Summer Concert Series

135 Puppet Wagon

136 Discover Your Parks

137 Golf Course Events and Leagues

138 Rosefest

139 July 4th Party in the Park

140 Roll in Movies at the OVAL

141 Halloween Event

142 Holiday Craft Fair

143 New Year's Eve Event

144 Wild Rice Festival at HANC

145

146 Police Department

147 Shop with a Cop program

148 Night to Unite

149 Family Night Out

150 Reserve Officer Recognition Dinner

151 Citizen Park Patrol supplies

152 Heart Defibrillators

153 Citizen Academy

154 Police Explorers- training and supplies

155 Safety Brochures and Information

156 K9 Unit

157 Senior Safety Camp

158 New American Forum

159

Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.i

Department Approval



City Manager Approval



Item Description: Adopt a Resolution Calling for a Public Hearing on the Proposed Establishment of the Roseville Economic Development Authority's Redevelopment Project No. 1

BACKGROUND

On October 17, 2017 the Roseville Economic Development Authority (REDA) received a presentation from McGough Construction Company, Inc. ("McGough"), outlining plans for a new headquarters location at 2785 Fairview Ave N. On October 23, 2017 the EDA passed a resolution expressing support for the creation of a Tax Increment Financing (TIF) District and other financial assistance as requested from McGough.

The next steps in the process of establishing the TIF District for the Redevelopment of 2785 Fairview Avenue is to have the City Council set a public hearing for February 26, 2018 on the proposed establishment of the REDA Redevelopment Project No. 1 and the Adoption of the Redevelopment Plan for Establishing a Tax Increment Financing District No. 1-20: McGough Redevelopment.

STAFF RECOMMENDATION

Adopt a Resolution calling for a Public Hearing on the Proposed Establishment of the REDA Redevelopment Project No. 1. and the Adoption of the Redevelopment Plan for Establishing a TIF District No. 1-20: McGough Redevelopment.

REQUESTED EDA ACTION

Adopt a Resolution calling for a Public Hearing on the Proposed Establishment of the REDA Redevelopment Project No. 1. and the Adoption of the Redevelopment Plan for Establishing a TIF District No. 1-20: McGough Redevelopment.

Prepared by: Jeanne Kelsey, Housing and Economic Development Program Manager, 651-792-7086

Attachments: A: Resolution Setting a Public Hearing

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 8th day of January, 2018, at 6:00 p.m.

The following members were present: _____ and Mayor _____.

and the following were absent: _____.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No.

RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED ESTABLISHMENT OF THE ROSEVILLE ECONOMIC DEVELOPMENT AUTHORITY’S REDEVELOPMENT PROJECT NO. 1 AND THE ADOPTION OF THE REDEVELOPMENT PLAN THEREFOR; AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-20: MCGOUGH REDEVELOPMENT THEREIN AND THE ADOPTION OF A TAX INCREMENT FINANCING PLAN THEREFOR.

WHEREAS, 2785 Fairview, LLC (the "Redeveloper") has requested tax increment assistance from the City of Roseville, Minnesota (the "City") and the Roseville Economic Development Authority (the "EDA") to finance certain costs in connection with the redevelopment of 2785 Fairview Avenue, Roseville MN by the Redeveloper (the "Project").

NOW, THEREFORE, BE IT RESOLVED, by the City Council (the "Council") of the City, as follows:

Section 1. Public Hearing. This Council shall meet on February 26, 2018, at approximately 6:00 P.M., to hold a public hearing on (i) the proposed establishment by the EDA (pursuant to its housing and redevelopment powers) of its Redevelopment Project No. 1 (the "Project"), (ii) the adoption of a Redevelopment Plan for the Project (the "Redevelopment Plan"), (iii) the proposed establishment of Tax Increment Financing District No. 1-20: McGough Redevelopment (the "TIF District") within the Project, and (iv) the adoption of a Tax Increment Financing Plan (the "TIF Plan," and with the Redevelopment Plan, the "Plans") for the TIF District, all pursuant to Minnesota Statutes, Sections 469.090 to 469.1082 and Sections 469.174 to 469.1794, as amended, to encourage the development and redevelopment of certain designated areas within the City.

Section 2. Notice of Public Hearing, Filing of Plans. City and EDA staff is authorized and directed to work with Ehlers & Associates to prepare the Plans and to forward documents to the appropriate taxing jurisdictions including Ramsey County and Independent School District No. 623. The

48 Housing and Economic Development Program Manager is authorized and directed to cause notice of the
49 hearing, together with an appropriate map as required by law, to be published at least once in the official
50 newspaper of the City not later than 10, nor more than 30, days prior to February 26, 2018, and to place a
51 copy of the Plans on file at City Hall and to make such copy available for public inspection.
52

53
54 The motion for the adoption of the foregoing resolution was duly seconded by Member
55

56 and upon a vote being taken thereon, the following voted in favor thereof: ,
57 and Mayor .

58
59 and the following voted against the same:

60
61 WHEREUPON said resolution was declared duly passed and adopted.
62

63
64

65
66 STATE OF MINNESOTA)
67) SS
68 COUNTY OF RAMSEY)
69
70
71 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
72 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
73 foregoing extract of minutes of a regular meeting of said City Council held on the 8th day of
74 January, 2018 with the original thereof on file in my office.

75
76 WITNESS MY HAND officially as such City Manager this 9th day of January, 2018.

77
78
79
80 SEAL

81
82 _____
83 Patrick Trudgeon, City Manager

84
85
86

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.j

Department Approval

City Manager Approval



Item Description: Appoint Youth to Parks and Recreation Commission

1 **BACKGROUND**

2 It has been customary for the City Council to appoint non-voting youth representative(s) to serve
3 on various advisory commissions.

4 Joey Quick met with Parks and Recreation Director Lonnie Brokke and attended the Parks and
5 Recreation Commission's December meeting. The commission indicated approval to appoint Mr.
6 Quick to a term that expires on July 31, 2018.

7 **FINANCIAL IMPACTS**

8 None

9 **REQUESTED COUNCIL ACTION**

10 Appoint Joey Quick to serve as Youth Commissioner on the Parks and Recreation Commission
11 for a term that expires July 31, 2018.

12
13 **Prepared by: Rebecca Olson, Assistant City Manager**

Attachments: A: Application

First Name	Joey
Last Name	Quick
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	14
Commissions	Finance, Human Rights, Inclusion and Engagement, Parks & Recreation, Planning, Public Works, Environment & Transportation
Commission preference	Human Rights, Inclusion and Engagement
Commission preference	Public Works, Environment & Transportation
This application is for	New Term
If this is a student application please list grade in school	11th grade
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Commission?	Given the opportunity of being a youth Commissioner, I would be able to extend the range of people I am able to help. I want to make a difference in my community and feel this position would better allow me to do so. I also hope to gain experience in the field of Human Rights and Public Works as I hope to pursue a career in these fields. At the end of my role, I hope to be able to say that I made Roseville and the surrounding cities a better place (than they already are).
What is your view of the role of this Commission?	The Commissions of Roseville are very important in maintaining healthy relationships between the government of Roseville and it's citizens. Such commissions help to communicate the desires of the people to the city hall and figure out a solution that encompasses both

what the citizens ask for and what the city needs. As a commissioner, my role would be crucial in achieving the aforementioned goals and come with great responsibility. I see the influence that these commissions have and hope to help make the best decisions the commission can.

Civic and Volunteer Activities

-weekly volunteer at St. John's hospital (July 2017-present) -mission trips (Louisiana 2015, Minneapolis 2016) -Hamline Dining Hall at the Minnesota State Fair (2017-12 hours) -local events (Monster Dash, Get in Gear 5k run, Hot Chocolate 5k, Bacon run 5k, Feed My Starving Children) -Operation Christmas Child (2014-present) -Shovel snow/mow lawns of elderly neighbors -Bag groceries at Cub Foods for my church

Work Experience

I have never had a paid working position but have had the same experience as a paid worker in many cases. For example, I help at a restaurant of a family friend and perform the same duties a paid worker would. In addition, my volunteer experience at the Hamline Dining Hall provided me with a similar experience.

Education

I am a student at Roseville Area High School and have a 3.99 GPA.

Is there additional information you would like the City Council to consider regarding your application?

I would like to thank you for considering me for this position.

Preferred method to be contacted

City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above

Field not completed.

Additional Information if you become Board or Commission Member

Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act

Yes

Minnesota Statute §13.601.

Home/Cell Phone, Email Address

subd. 3(b)

Background Authorization	Yes
--------------------------	-----

Acknowledgement	Yes
-----------------	-----

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 8, 2018
Item No.: 9.k

Department Approval



City Manager Approval



Item Description: Consider Approval of Amendment to Contract with St. Paul Regional Water Services

BACKGROUND

The City of Roseville entered into a 20 year wholesale water contract with St. Paul Regional Water Services (referred to as the Board of Water Commissioners within the Contract) in 2005 that is effective from 2004 until 2024 (Attachment C). There is a clause in the contract that allows SPRWS to modify its rate structure without harm to the City of Roseville and to review the rate charged to Roseville ten years into the contract, and at 5 year intervals beyond. In 2013, the contract was amended to add a base fee of \$46,000 per year as well as to update the allocation of infrastructure assigned to the City of Roseville. Based on negotiations at that time, the rate structure was modified from 71% of the retail rate to 70% of the retail rate.

In 2017, SPRWS used the same basis of the 2013 cost of service study to review the current rate structure for its wholesale customers (Roseville and Little Canada). Also, based on actual experience with the reservoir tank located adjacent to Reservoir Woods, they reduced the allocation of infrastructure assigned to Roseville by assuming 50% of the benefit of the reservoir tank (in 2013 100% of the benefit was assigned to Roseville). Based on this and some other adjustments, SPRWS has asked to amend the wholesale water contract to increase the base fee from \$46,000 per month (\$552,000 annually) to \$54,000 per month (\$648,000 annually) and also REDUCE the wholesale rate to 60% of the retail rate. This reflects more of a shift to base rates similar to how Roseville's own rates are structured.

The amendment, which has already been approved by the SPRWS Board, is attached (Attachment B) as well as the wholesale water contract as amended in 2013 (Attachment C).

The proposed changes with strikeouts are as follows:

SECTION 6.01 Charges

A. The charges for water sold by the Board to Roseville under this Agreement ("Charges") shall consist of two components:

1) Water Service Base Fee

The Water Service Base Fee is intended to recover the fixed costs incurred by the Board for its provision of water to Roseville. The Water Service Base Fee shall be ~~\$46,000~~ \$54,000 per month and shall be charged monthly.

2) Water Volume Charge

The Water Volume Charge is the product of a rate equal to ~~70%~~ 60% of the lowest

31 seasonal rate per one hundred (100) cubic feet charged to retail water customers in the
32 City of Saint Paul and the volume of water provided to Roseville at the Point of Delivery.
33 The Water Volume Charge shall be charged at the same time and frequency as the Water
34 Service Base Fee.

35 **POLICY OBJECTIVE**

36 The city provides quality potable water to its residents requiring a reliable source of wholesale
37 water at a cost effective price.

38 **FINANCIAL IMPACTS**

39 Based on the average usage over the last 5 years (1.2 billion gallons of water per year), the City
40 would save an estimated \$350,000 on total water charges of \$3.31 million based on the new rate
41 structure versus total water purchases of \$3.66 million on the current rate structure. As water
42 usage has been steadily declining, looking at the usage from 2016, which was approximately 1.1
43 billion gallons of water, the City could still expect to save about \$300,000 (total purchase of
44 \$3.10 million versus \$3.40 million under the 2017 fee structure). These estimates are calculated
45 using the lower, winter retail rate for 2018 of \$2.77. Water purchased at the higher summer rate
46 would result in more savings.

47 While this does reflect an overall savings to the water utility fund, it is based on actual
48 consumption of water. The less water consumed, the less the City would save. Based on this
49 along with the increased investment in the City's Water Booster station and the projected
50 negative balance of the Water Utility Fund for the next few years, staff is not recommending any
51 changes to the water rates at this time as a result of this modified rate structure. Maintaining the
52 rates at their current level will allow the Water Utility Fund to recover more quickly and allow us
53 to absorb future water rate increases without increasing the rates to our customers.

54 **STAFF RECOMMENDATION**

55 Staff recommends approving the resolution approving the amendment to the water services
56 contract with Board of Water Commissioners (St Paul Regional Water Services) as previously
57 amended in 2013.

58 **REQUESTED COUNCIL ACTION**

59 Motion approving resolution approving Agreement No. 02-13496-I Amendment No. 2 to the
60 Contract for Water Services with Board of Water Commissioners.

61

Prepared by: Marc Culver, Public Works Director
Attachments: A: Resolution
B: Contract for Water Services as Amended in 2013
C: 2017 Contract Amendment

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

* * * * *

1 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of
2 Roseville, County of Ramsey, Minnesota, was duly held on the 8^h day of January, 2018, at
3 6:00 p.m.

4
5 The following members were present: and the following members were absent:
6 .

7
8 Council member introduced the following resolution and moved its adoption:
9

10 **RESOLUTION No.**

11
12 **APPROVING AGREEMENT NO. 02-13496_I AMENDMENT NO. 2 TO CONTRACT**
13 **FOR WATER SERVICES WITH THE BOARD OF WATER COMMISSIONERS OF**
14 **THE CITY OF ST PAUL**
15

16
17 BE IT RESOLVED by the City Council of the City of Roseville, as follows:
18

19 WHEREAS, the City of Roseville, Minnesota, has purchased wholesale water from the Board
20 of Water Commissioners of the City of St Paul for 54 years; and
21

22 WHEREAS, in 2005 the City of Roseville entered into a 20 year contract with the Board of
23 Water Commissioners for water services; and
24

25 WHEREAS, St Paul Regional Water Services, operating under the Board of Water
26 Commissioners, periodically studies the cost to provide water service to the City of Roseville
27 in order to properly establish fair and appropriate rates; and
28

29 WHEREAS, a recent Cost of Services Study recommended changes to the current contract as
30 attached in Agreement No. 02-13496_I Amendment No. 2.
31

32 NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
33 ROSEVILLE, MINNESOTA, that the Mayor and City Manager are hereby authorized and
34 directed for and on behalf of the City to execute Agreement No. 02-13496_I Amendment No.
35 2 with the Board of Water Commissioners of the City of St Paul, a copy of which said
36 agreement was before the City Council and which is made a part hereof by reference.
37

38 The motion for the adoption of the foregoing resolution was duly seconded by
39 Councilmember and upon vote being taken thereon, the following voted in favor
40 thereof: and the following voted against the same: .
41

42 WHEAREUPON said resolution was declared duly passed and adopted.

9-2005-G

 CONTRACT FOR WATER SERVICES

MAY 10, 2005

FINANCE #02 -13496-I

 BOARD OF WATER COMMISSIONERS

AND

CITY OF ROSEVILLE

 Wholesale water service agreement.

 SECTION
 COUNTY OF

T.

R.

 The following documents or copies thereof are filed herein:

9-2005-G-01	10	May	2005	Contract for Water Services
-02	11	April	2005	Extract of Minutes Roseville City Council – Resln. #10288
-03	10	May	2005	BWC Resln. #5020
-04	10	Sept	2013	Amendment No. 1 to Contract for Water Services
-05	10	Sept	2013	BWC Resln. #7235
-06	19	Sept	2013	Extract of Minutes – Roseville City Council

CONTRACT FOR WATER SERVICES
between
BOARD OF WATER COMMISSIONERS
and the
CITY OF ROSEVILLE

This **AGREEMENT**, made and entered into effective May 10, 2005, by and between the **CITY OF ROSEVILLE** ("Roseville"), a municipal corporation under the laws of the State of Minnesota, and the **BOARD OF WATER COMMISSIONERS**, of the City of Saint Paul ("Board"), a municipal corporation under the laws of the State of Minnesota.

WITNESSETH:

WHEREAS, the Board has been providing water to Roseville on a wholesale basis continuously since 1962; and

WHEREAS, the Board and Roseville desire to continue this relationship and to enter into a written agreement for the wholesale provision of water; and

NOW, THEREFORE in consideration of the mutual covenants contained herein the Board and Roseville do hereby agree as follows:

ARTICLE 1

SECTION 1.01 Other Contracts

The previous contract for wholesale water provision between the parties expired May 24, 2004. All the legal obligations between the parties for the wholesale provision of water shall, from this date forward be governed by this Agreement. It is also understood and agreed that this entire Agreement supersedes all oral or written agreements and negotiations between the parties relating to the subject matters herein.

SECTION 1.02 Term

This Agreement shall commence as of May 25, 2004 and shall remain in force and effect until December 31, 2024. At least two (2) years before the expiration of the term, of this Agreement, representatives of the Parties agree to meet, review the Board's performance and costs, and discuss in good faith whether to continue their contractual relationship.

ARTICLE 2

SECTION 2.01 Water Service

- A. Subject to the terms and conditions of this Agreement, the Board agrees to furnish and deliver water to Roseville on a demand basis. "Demand Basis" is defined as a continuous supply of water for the entire twenty-four (24) hours of the day, subject to and limited by the Board's available system supply and system deliverability, as determined by the Board. In addition, the Board's supply of water to Roseville shall be on an equal and proportionate basis as compared to other Board customers. The Board will furnish water to Roseville up to a peak day demand of twenty eight million gallons. In the case where this peak day demand is anticipated to surpass 28 MGD, the City shall give the Board sufficient notice to construct improvements that may be necessary to supply this additional demand.
- B. The Board will furnish water at a minimum pressure as determined by elevation 305 City of Saint Paul Datum. Roseville shall provide supplemental pumpage to meet their required pressures.
- C. The quality of water furnished to Roseville by the Board at the Point of Delivery shall be the same as treated water supplied by the Board to its other water consumers, and shall meet all State and Federal Drinking Water Standards. The Point of Delivery shall be defined as the City's pumping station at 706 Shryer Ave, Roseville MN.

D. Roseville further agrees that the use of Board-furnished water in Roseville shall at all times be governed by the applicable rules, regulations and requirements which the Board or City of Saint Paul has heretofore adopted or which may hereafter be adopted from time to time for the preservation, regulation and protection of the Board's water supply. Roseville also agrees to adopt the rules, regulations and requirements of the Board or City of Saint Paul now in force or that may hereafter be adopted, in connection with the use of water in Roseville, and to enact such rules, regulations and requirements into ordinances or otherwise make them legally effective and binding, and to enact any amendments thereto adopted by the Board or the City of Saint Paul within thirty (30) days after being notified of such adoption, and to adopt suitable penalties for the violation of any such rules, regulations and requirements and to strictly enforce such rules, regulations and requirements. This section, however, shall be limited only to what use the water could be put to by Roseville's customers and in no way gives the Board the right to dictate rules of operation for the Roseville water system.

ARTICLE 3

SECTION 3.01 Water System Facilities

A. The Board shall make investment in, construct, maintain, finance, operate, repair, replace and retain title to all facilities necessary for the supply, metering, production, storage and transmission of water to the Point of Delivery of wholesale water to Roseville. All such facilities of the Board shall comply with and conform to the relevant Minnesota State Health Department and other applicable health or safety requirements.

- B. Roseville shall make investment in, construct, maintain, finance, operate, repair, replace and retain title to all facilities necessary for the receipt, transmission, storage and distribution of water from the point or points of delivery of wholesale water to Roseville. All such facilities shall comply with and conform to the relevant Minnesota State Health Department and other applicable health or safety requirements. Roseville will maintain protections against backflow from the Point of Delivery for the Roseville system into the Board system.
- C. Roseville shall construct, maintain, finance, operate, repair, replace and remain responsible for, at no expense to the Board, its entire City water distribution system from the Point of Delivery to Roseville.
- D. Roseville shall make and maintain reliable records of water main construction and the number of water connections by category of use, and all such records be subject to reasonable inspection by Board representatives, at reasonable times.
- E. Roseville may request additional connection point or points from the Board's facilities, which points, if consented to by the Board, shall be made by the Board and at Roseville's sole cost and expense.
- F. The Parties agree to provide ingress, egress and access for each Party's employees and agents to inspect and test the Parties; water distribution system, as reasonably required, to preserve, regulate and protect the Parties' water and water system.

ARTICLE 4

SECTION 4.01 Supplemental Supply

Roseville shall have the right to supplement its water supply with any water supply approved by the Minnesota State Board of Health, provided that no such supplemental water will be allowed to enter the water system of the Board, and that any connection or transmission of

supplemental water through facilities or mains which transmit water purchased from the Board shall be subject to the approval of the Board, which approval shall not be arbitrarily withheld.

ARTICLE 5

SECTION 5.01 Connections Beyond Corporate Limits of City

Except as provided in Article 8, water extensions beyond Roseville city limits into other municipalities, or the conveyance, sale or resale of the Board's water to any person or entity located outside of Roseville's city limits, shall only be made with the Board's prior written approval, which approval shall not be arbitrarily withheld, provided that the Board's approval may be conditional on the other municipality agreeing to terms and conditions similar to those contained in this Agreement.

The parties agree that the Board reserves the right to request permission to provide its own water extensions through and beyond Roseville city limits and to provide a direct supply of water to other communities or customers on its own.

ARTICLE 6

SECTION 6.01 Rates

A. The rate for water sold by the Board to Roseville under this Agreement ("Rate") shall be 71.0% of the lowest seasonal rate per one hundred (100) cubic feet charged to retail water consumers in the City of Saint Paul. If the Board modifies its rate structure in any way that varies from solely a consumption basis, either on its own accord or at the requirement of other governmental entities, both parties agree that the Rate will be adjusted to a "new rate." This "new rate" shall not harm Roseville by increasing Roseville's overall cost or harm the Board by decreasing the Board's overall revenue under the contract.

B. The parties agree to review the Rate at ten (10) years from the effective date of this agreement. This review shall include a cost of service study, which shall review the rate of return on Board assets and other economic factors.

SECTION 6.02 Master Meter Installation

In order to measure water usage the Board shall install a master meter or meters at its own expense at a location mutually agreeable to both parties. Monthly billings to Roseville shall be based on the readings of the Board's meter(s). The Board shall make records of its master meter maintenance available to Roseville upon request. The Board's master meter(s) shall be tested annually by the Board and those test results provided to Roseville. The Board shall provide Roseville with advance notice of the master meter testing date in order to afford a Roseville representative the opportunity to attend the test. It shall be the duty of either party to notify the other party in the event that the master meter(s) is registering incorrectly or malfunctioning so that the meter(s) can be promptly repaired. In the event a meter(s) is discovered malfunctioning, the amount of water that has passed through the meter will be estimated for each day the meter has not functioned correctly.

SECTION 6.03 Meter Reading and Billing

Monthly master meter readings shall be made by the Board on the last working day of each month. Billings by the Board shall be mailed to Roseville on or before the 10th day of the following month (the Billing Date) and payment on such bills shall be made by Roseville to the Board within 20 days from the Billing Date. Balances that remain unpaid after thirty (30) days shall be subject to a 1% per month late charge; this charge will be added to the next monthly billing.

ARTICLE 7

SECTION 7.01 Liability and Indemnification

Each party agrees that it shall be responsible for its own acts and omissions and the results thereof to the extent authorized by law and shall not be responsible for the acts and omissions of the other party and the results thereof. The liability of the parties shall be governed by and limited to the tort liability provisions found in Minnesota Statutes Chapter 466, as amended from time to time, and any other applicable law, notwithstanding the foregoing. This section shall survive any termination of this Agreement.

SECTION 7.02 Default

A. Either party shall have the right to terminate this Agreement at any time, after six (6) months written notice, in the event that the other party fails to comply with any of the material terms and conditions of this Agreement. Such notice shall specify any and all terms and conditions that the terminating party alleges the other party has failed to comply with, and the other party shall have a reasonable opportunity to correct any such term or condition

B. Notwithstanding Section 7.02, Part A, Roseville's failure to pay undisputed charges due the Board under the terms of this Agreement shall be deemed a material breach of the contract. Upon such a breach, the Board may terminate this contract after three (3) months written notice, and shall have the right to seek payment of any outstanding charges pursuant to any remedy provided by law, including collection costs and expenses and reasonable attorneys fees.

ARTICLE 8

SECTION 8.01 Authorized Sale of Water to other Cities by City of Roseville

Roseville may sell water obtained from the Board to other cities under the following conditions: The Contract Agreement between Roseville and other cities shall be for a term that may not exceed the term set forth in Section 1.02 of this Agreement, and shall contain terms and conditions similar to the terms and conditions contained in this Agreement. New agreements, extensions or amendments to existing agreements relating to the sale of water shall only be made with the Board's prior written approval, which approval shall not be unreasonably withheld.

ARTICLE 9

REPRESENTATIONS AND WARRANTIES

SECTION 9.01 Authority, Binding Effect

Both parties represent and warrant that the individuals executing this Agreement on behalf of each of the parties have the full power and authority to execute and perform this Agreement, and that this Agreement constitutes a legal, valid and binding obligation enforceable in accordance with its terms.

SECTION 9.02 Corporate Authorization

Both Parties represent and warrant that the execution and delivery of this Agreement and the performance of duties contemplated herein have been duly authorized by all necessary legislative or corporate action. The execution, delivery and performance of this Agreement will not conflict with or result in the breach or violation of any term or provision of any of either party's municipal ordinances or state statutes, charter or constitution, any other state or federal law, or any other provision or authority.

ARTICLE 10

MISCELLANEOUS PROVISIONS

SECTION 10.01 Successors and Assigns

All terms, covenants, and conditions of this Agreement shall be binding upon, and inure to the benefit of and be enforceable by the parties hereto and their respective successors, heirs, executors and assigns. This Agreement and the rights and obligations of any party hereunder shall not be assignable except with the written consent of the other party hereto, which consent shall not be unreasonably withheld.

SECTION 10.02 Notice

Any notice, request, demand, statement or consent required or permitted to be given hereunder shall be in writing, shall be signed by or on behalf of the party giving notice, and shall be personally delivered or sent by express service, telecopier, or certified or registered mail, return receipt requested, postage prepaid, to the other party to the respective address given herein below:

If to Board:

General Manager
St. Paul Regional Water Services
c/o: Board of Water Commissioners
1900 Rice St
Saint Paul, Minnesota 55113
Telecopier No.(651) 266-6290

If to Roseville:

City Manager
City of Roseville
2660 Civic Center Drive
Roseville MN 55113-1815
Telecopier No. (651) 490-2276

Any such notice given as aforesaid shall be conclusively deemed to have been given and received on the day on which such notice was delivered. Either party may, from time to time, furnish in writing to the other party such notice of a change in the address or individual to whom such notices are to be given.

SECTION 10.03 Severability

This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules and regulations. If any provision of this Agreement, or the application thereof to any person or circumstance, shall, for any reason and to any extent, be deemed invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby but rather shall be enforced to the extent permitted by law.

SECTION 10.04 Waivers and Amendments

This Agreement may be amended, superseded, renewed or extended, and its terms or covenants hereof waived only by a written instrument executed by the parties hereto or in the case of a waiver, by the party waiving compliance. The failure of any party at any time or times to require performance of any provision hereof shall in no manner affect its right at a later time to enforce the same. No waiver by any party of the breach of any term or covenant contained in this Agreement or in any other such instrument, whether by conduct or otherwise, in any one or more instances, shall be deemed to be, or construed as, a further or continuing waiver of any breach, or a waiver of the breach of any other term or covenant contained herein.

SECTION 10.05 Counterparts

This Agreement may be executed in two or more counterparts, each of which may be deemed an original but together shall constitute but one and the same instrument.

SECTION 10.06 Force Majeure

Neither party shall be held responsible for performance of this Agreement if the party's performance is prevented by acts or events beyond the party's reasonable control including, but not limited to: severe weather and storms, earthquake or other natural occurrences, strikes and

other labor unrest, power failures, electrical power surges or current fluctuations, nuclear or other civil or military emergencies, or acts of legislative, judicial, executive or administrative authorities.

SECTION 10.07 Venue

The parties agree that this Agreement shall be enforceable in Ramsey County, Minnesota, and if legal action is necessary to enforce it, exclusive venue shall lie in Ramsey County, Minnesota.

SECTION 10.08 Applicable Laws

This Agreement is made subject to all applicable laws of the State of Minnesota and the United States of America. The laws of the State of Minnesota shall be applied to interpret its terms and provisions.

SECTION 10.09 Interruption in Service


Roseville acknowledges that water service can be interrupted due to, among other things, main breaks, equipment failures, weather conditions, maintenance, repairs or improvements. Therefore, the Board cannot guarantee that there will be no interruptions in service, or that any specific pressures or fluctuations in pressure will or will not occur. Roseville agrees that the Board shall not be liable or responsible for any losses or damages, consequential or otherwise, resulting from any such interruptions in service or fluctuations in pressure.

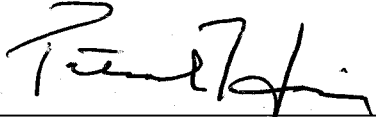
[The remainder of this page is left intentionally blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the dates listed below.

**BOARD OF WATER COMMISSIONERS
OF THE CITY OF SAINT PAUL**


Approved:

By 
Stephen P. Schneider, General Manager
Saint Paul Regional Water Services

By 
Patrick Harris, President

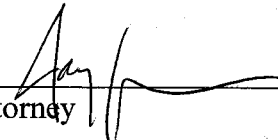
By 
Janet Lindgren, Secretary

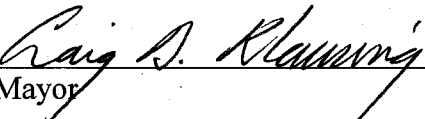
Approved as to form:

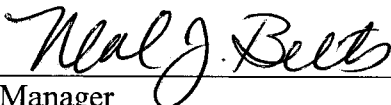
By 
Assistant City Attorney

By 
Matthew G. Smith, Director,
Office of Financial Services

CITY OF ROSEVILLE

By 
City Attorney

By 
Mayor

By 
City Manager

By _____
City Clerk

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, Minnesota, was held in the City Hall in said City on Monday, April 11, 2005 at 7:00 o'clock p.m.

The following members were present: Ihlan, Maschka, Schroeder, Kough, and Klausing and the following were absent: None.

Councilmember Maschka introduced the following resolution and moved its adoption:

RESOLUTION No. 10288

**RESOLUTION APPROVING ATTACHED CONTRACT FOR
WATER SERVICES BETWEEN THE BOARD OF WATER COMMISSIONERS
AND THE CITY OF ROSEVILLE, AND AUTHORIZING
THE MAYOR AND MANAGER TO SIGN SAID CONTRACT**

WHEREAS, the City of Roseville, Minnesota, has purchased wholesale water from the Board of Water Commissioners of the City of St. Paul for 42 years;

AND WHEREAS, the most recent agreement expired on May 24, 2004;

AND WHEREAS, the City of Roseville and the Board of Water Commissioners have an interest in continuing their relationship;

AND WHEREAS, the City of Roseville and the Board of Water Commissioners have agreed upon a new 20-year contract;

THEREFORE BE IT RESOLVED by the City Council of the City of Roseville, Minnesota, that the Mayor and the City Manager are hereby authorized and directed for and on behalf of the City to execute and enter into a contract with the Board of Water Commissioners of the City of St. Paul prescribing the terms and conditions for the purchase of water services, a copy of which said agreement was before the City Council and which is made a part hereof by reference.

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

upon a vote being taken thereon, the following voted in favor thereof: Ihlan, Maschka, Schroeder, Kough, and Klausing and the following voted against the same: none.

WHEREUPON said resolution was declared duly passed and adopted.

BOARD OF WATER COMMISSIONERS

RESOLUTION — GENERAL FORM

No. 5020

PRESENTED BY
COMMISSIONER

Cardinal

DATE May 10, 2005

WHEREAS, the City of Roseville, Minnesota, has purchased water on a wholesale basis from the Board of Water Commissioners since 1962; and

WHEREAS, the most recent agreement for the provision of wholesale water service expired on May 24, 2004, since which time the parties have been involved in negotiations for a new wholesale water service agreement; and

WHEREAS, the City and the Board of Water Commissioners have reached agreement on a new 20-year Contract For Water Service, which provides an initial wholesale rate of 71% of that charged to retail customers in the City of Saint Paul; and

WHEREAS, the City of Roseville has approved and executed said Contract, and the assistant city attorney has approved said Contract as to form; now, therefore, be it

RESOLVED, that the Board of Water Commissioners does hereby approve the Contract For Water Service with the City of Roseville, Minnesota, and does hereby authorize and direct the proper officers of the Board to execute said Contract on behalf of the Board.

Water Commissioners

Yeas

Anfang
Cardinal
Kleindl

Nays

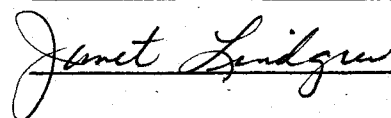
Vice President Zanmiller

Adopted by the Board of Water Commissioners

May 10, 20 05

In favor 4

Opposed 0



SECY.

Agreement No. 02-13496-I

AMENDMENT NO. 1 to CONTRACT FOR WATER SERVICES
between
BOARD OF WATER COMMISSIONERS
and
CITY OF ROSEVILLE, MINNESOTA

This **AMENDMENT NO. 1 TO CONTRACT FOR WATER SERVICES** is entered into this 10th day of September, 2013, by and between the **BOARD OF WATER COMMISSIONERS OF THE CITY OF SAINT PAUL**, a municipal corporation of the State of Minnesota (the "Board"), and the **CITY OF ROSEVILLE, MINNESOTA**, a municipal corporation of the State of Minnesota ("Roseville").

WITNESSETH:

WHEREAS, Roseville and the Board entered into a Contract For Water Services dated May 10, 2005 to furnish and provide water to Roseville (the "Agreement"); and

WHEREAS, the parties desire at this time to amend the Agreement to provide for revised water charges and rates for such water; and

WHEREAS, Section 10.04 of the Agreement provides for amendments to the Agreement by a written instrument executed by the parties, and this Amendment No. 1 to Contract For Water Services is intended by the parties to be such an instrument.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties mutually agree to amend the Agreement according to the following:

1. Section 6.01 is hereby replaced in its entirety with the following:

SECTION 6.01 **Charges**

A. The charges for water sold by the Board to Roseville under this Agreement ("Charges") shall consist of two components:

- 1) Water Service Base Fee

The Water Service Base Fee is intended to recover the fixed costs incurred by the Board for its provision of water to Roseville. The Water Service Base Fee shall be \$46,000 per month and shall be charged monthly.

- 2) Water Volume Charge

The Water Volume Charge is the product of a rate equal to 70% of the lowest seasonal rate per one hundred (100) cubic feet charged to retail water customers in the City of Saint Paul and the volume of water provided to Roseville at the Point of Delivery. The Water Volume Charge

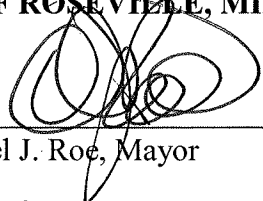
shall be charged at the same time and frequency as the Water Service Base Fee.

- B. The parties agree to review the Charges every five (5) years or if a significant change to the Board's retail billing structure is implemented. This review shall include a cost of service study, which shall review the return on Board assets, asset allocations and other economic factors. All costs for this review shall be shared equally by the Board and Roseville.
 - C. Notwithstanding the above, if, whether as a result of such review or otherwise, the Board changes its retail billing structure in any way, either of its own accord or at the requirement of other governmental entities, both parties agree that the Charges will be adjusted. All reasonable effort shall be taken to make sure this adjustment shall not harm Roseville by increasing Roseville's overall cost or harm the Board by decreasing the Board's overall revenue under the contract.
2. The effective date of this Amendment shall be January 1, 2013.
 3. All provisions of the original Agreement shall remain in full force and effect.

[The remainder of this page left intentionally blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to Contract For Water Services to be executed as of the day and year first above written.

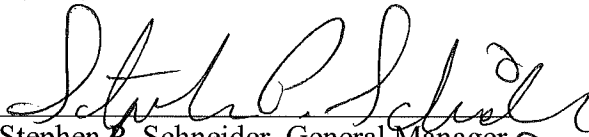
CITY OF ROSEVILLE, MINNESOTA

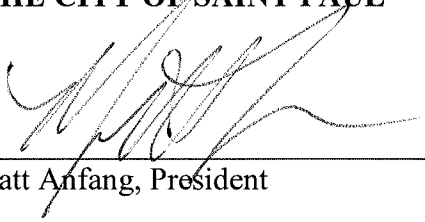
By  _____
Daniel J. Roe, Mayor

By  _____
Patrick Trudgeon, Interim City Manager

**BOARD OF WATER COMMISSIONERS
OF THE CITY OF SAINT PAUL**

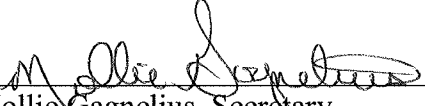
Approved:

By  _____
Stephen P. Schneider, General Manager
Saint Paul Regional Water Services

By  _____
Matt Anfang, President

Approved as to form:

By  _____
Lisa Veith, Assistant City Attorney

By  _____
Mollie Gagnelius, Secretary

By  _____
Todd Hurley, Director
Office of Financial Services

You are here: [Home](#) > Archive Center

[View Other Items in this Archive](#) | [View All Archives](#) | [Printable Version](#)

City Council

City Council Meeting Minutes

September 19, 2013

1. Roll Call

Mayor Roe called to order the Roseville City Council regular meeting at approximately 6:00 pm, and welcomed everyone. Voting and Seating Order: Laliberte; McGehee; Willmus; Etten; and Roe. City Attorney Mark Gaughan was also present.

2. Approve Agenda

Mayor Roe noted that a member of the public had requested removal of Consent Item 7.c entitled, "Consider Interim Use for Corpus Christi Church."

Councilmember McGehee requested removal of Consent Item 7.e entitled, "Set Public Hearing to Consider Approving an On-Sale Intoxicating Liquor License for Fantasy Flight Game Center at 1975 W County Road B-2, Suite 1, Roseville, MN."

Laliberte moved, Etten seconded, approval of the agenda as amended.

Roll Call

Ayes: Laliberte; McGehee; Willmus; Etten; and Roe.

Nays: None.

3. Public Comment

Mayor Roe called for public comment by members of the audience on any non-agenda items. No one appeared to speak at this time.

4. Council Communications, Reports and Announcements

Councilmember Laliberte announced that she would be attending the second of four planning meetings for the Snelling Avenue Bus Rapid Transit on Wednesday of this week, and would report on that meeting at next week's City Council meeting.

5. Recognitions, Donations, Communications

6. Approve Minutes

Comments and corrections to draft minutes had been submitted by the City Council prior to tonight's meeting and those revisions were incorporated into the draft presented in the Council packet.

a. Approve Minutes of August 12, 2013 Meeting

McGehee moved, Etten seconded, approval of the August 12, 2013 Meeting Minutes as presented.

Roll Call

Ayes: Laliberte; McGehee; Willmus; Etten; and Roe.

Nays: None.

7. Approve Consent Agenda

Ayes: Laliberte; McGehee; Willmus; Etten; and Roe.

Nays: None.

f. Approve St. Paul Board of Water Commissioner's Wholesale Water Contract Revisions

Willmus moved, Etten seconded, approval of Agreement No. 02-13496-1 Amendment No. 1 (Attachment B) to Contract for Water Services between the Board of Water Commissioners and the City of Roseville (Attachment B); and authorizing the Mayor and Interim City Manager to execute the documents.

Roll Call

Ayes: Laliberte; McGehee; Willmus; Etten; and Roe.

Nays: None.

8. Consider Items Removed from Consent

c. Consider Interim Use for Corpus Christi Church

At the request of Mayor Roe, Interim City Manager Trudgeon briefly summarized the request as detailed in the RCA dated August 19, 2013; with concurrence by City Planner Thomas Paschke.

Mr. Paschke further advised that the best location for the temporary structure was determined to be as close as allowable under Building Code regulations to allow restroom access from the temporary building to the main (church) facility via ADA ramping and fire code stipulations as outlined by the City's Building Official. While plans remained pending as to the actual location of the temporary structure as plans become finalized, Mr. Paschke advised that the preliminary review by the Building Official had indicated that it should be located up to 30' from the main structure. Until final building plans are submitted to the City by the applicant's architect, Mr. Paschke advised that the actual location remained an unknown, but was anticipated as close as 20', but at a maximum of 30' from the main structure. Mr. Paschke advised that the greatest distance would still provide for an approximate 110' setback from adjacent residential properties.

A brief discussion among Councilmembers and staff included differing fire rating standards for free-standards and those attached to existing structures, whether temporary or permanent in nature.

Mr. Paschke advised that a representative of the applicant was available at tonight's meeting for any questions of the City Council or public.

Public Comment

Ed Cunningham, 1857 W Eldridge (south of Corpus Christi Church)

Mr. Cunningham noted that while one of his concerns with drainage from this temporary structure had been discussed at the recent Planning Commission meeting, he also had issues with the proposed location of the structure. As he had stepped off the distance from his property line to the school, Mr. Cunningham stated that it will only be a setback of 106' if placed 30' from the main structure. As noted at the Planning Commission meeting, Mr. Cunningham opined that the student roster was pushing closer to 300 students, with the area for outside play located directly to the south, and with the slope of the ground, it would look directly into his backyard. Mr. Cunningham opined that the structure was too high, too close to neighbors to the south, and would result in too many kids playing on the slope adjacent to residential properties, especially during winter months; and therefore

**BOARD OF WATER COMMISSIONERS
RESOLUTION**

PRESENTED BY
COMMISSIONER Lantry

No. 7235
DATE September 10, 2013

WHEREAS, the Board of Water Commissioners does possess title to real property situated in the Southern Half of the Northeast Quarter of Section 14, Township 29 North, Range 23 West, in Ramsey County, Minnesota, such property commonly referred to as the Board's Dale Street Reservoir property (the "Premises"); and

WHEREAS, the City of Roseville has requested permission to construct and maintain a hard-surface trail over portions of the Premises as part of the Trout Creek Trail mostly situated within the City's Reservoir Woods Park; and

WHEREAS, staff has prepared a Permit Agreement which grants permission for said trail and which includes provisions necessary to protect the Board's rights, interests and works; and

WHEREAS, the assistant city attorney has reviewed and approved said Permit Agreement as to form and staff does recommend approval of said Permit Agreement; now, therefore, be it

RESOLVED, that the Board of Water Commissioners hereby approves the Permit Agreement with the City of Roseville allowing construction and maintenance of a hard-surface trail over portions of the Board's Dale Street Reservoir property, and that the proper officers are hereby authorized and directed to execute said Permit Agreement on behalf of the Board.

Water Commissioners

Yeas Bykowski
 Lantry
 Rossbach
Vice President Brendmoen
President Anfang


In favor 5

Nays

Opposed 0

Adopted by the Board of Water Commissioners

September 10, 2013



Secretary

9-2005-G-05

1 2) Water Volume Charge

2 The Water Volume Charge is the product of a rate equal to 60% of the
3 lowest seasonal rate per one hundred (100) cubic feet charged to retail
4 water customers in the City of Saint Paul and the volume of water
5 provided to Roseville at the Point of Delivery. The Water Volume Charge
6 shall be charged at the same time and frequency as the Water Service Base
7 Fee.
8

9 B. The parties agree to review the Charges every five (5) years or if a significant
10 change to the Board's retail billing structure is implemented. This review shall
11 include a cost of service study, which shall review the return on Board assets,
12 asset allocations and other economic factors. All costs for this review shall be
13 shared equally by the Board and Roseville.
14

15 C. Notwithstanding the above, if, whether as a result of such review or otherwise, the
16 Board changes its retail billing structure in any way, either of its own accord or at
17 the requirement of other governmental entities, both parties agree that the Charges
18 will be adjusted. All reasonable effort shall be taken to make sure this adjustment
19 shall not harm Roseville by increasing Roseville's overall cost or harm the Board
20 by decreasing the Board's overall revenue under the contract.
21

22 2. The effective date of this Amendment shall be January 1, 2018.

23
24 3. All provisions of the original Agreement shall remain in full force and effect.
25

26 [The remainder of this page left intentionally blank.]
27

1
2 **IN WITNESS WHEREOF**, the parties hereto have caused this Amendment No. 2 to
3 Contract For Water Services to be executed as of the day and year first above written.
4

5
6 **CITY OF ROSEVILLE, MINNESOTA**
7

8
9 By _____
10 Daniel J. Roe, Mayor
11

12
13 By _____
14 Patrick Trudgeon, City Manager
15

16
17
18 **BOARD OF WATER COMMISSIONERS**
19 **OF THE CITY OF SAINT PAUL**

20 Approved:

21
22
23 By _____
24 Stephen P. Schneider, General Manager
25 Saint Paul Regional Water Services
26

27
28
29 By _____
30 Matt Anfang, President

31 Approved as to form:

32
33
34 By _____
35 Lisa Veith, Assistant City Attorney
36

37
38
39 By _____
40 Mollie Gagnelius, Secretary

41
42
43 By _____
44 Todd Hurley, Director
45 Office of Financial Services