

Mayor:
Dan Roe



Address:
2660 Civic Center Dr.
Roseville, MN 55113

Councilmembers:
Jason Etten
Wayne Groff
Lisa Laliberte
Robert Willmus

**City Council Agenda
Monday, July 22, 2019
City Council Chambers**

Phone:
651-792-7000

Website:
www.cityofroseville.com

1. 6:00 P.M. Roll Call
Voting & Seating Order: Willmus, Groff, Etten, Laliberte, and Roe
2. 6:01 P.M. Pledge of Allegiance
3. 6:02 P.M. Approve Agenda
4. 6:03 P.M. Public Comment
5. Recognition, Donations and Communications
6. Items Removed from Consent Agenda
7. Business Items
 - 7.A. 6:05 P.M. Hold a public hearing and consider a resolution regarding a Noise Ordinance variance for 2820 Cleveland Ave. N., the Colder Products project.

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)
 - 7.B. 6:20 P.M. Consider Resolution approving the vacation of drainage and utility easements related to the Avid Hotel within Centre Pointe Business Park 2nd Addition

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)
 - 7.C. 6:30 P.M. Consider recommendation from the Human Rights, Inclusion and Engagement Commission regarding potential programming for Hispanic Heritage Month

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF](#)
 - 7.D. 6:55 P.M. Consider adoption of an ordinance amending §1009.02.D.12.c Drive-Through Facilities

Documents:

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

7.E. 7:20 P.M. Snow Event Parking Discussion

Documents:

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

7.F. 7:40 P.M. Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 2300 Cleveland Ave.

Documents:

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

7.G. 7:50 P.M. Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 2420 Cleveland Ave.

Documents:

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

8. 8:00 P.M. Approve Minutes

9. 8:05 P.M. Approve Consent Agenda

9.A. Approval of Payments

Documents:

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

9.B. Consider Approval of 1 Massage Therapy Establishment License for 2019-2020

Documents:

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

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

Documents:

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

9.D. Receive 2019 2nd Quarter Financial Report

Documents:

[REQUEST FOR COUNCIL ACTION.PDF](#)

9.E. Approve a Resolution Approving Final Contract Acceptance of the 2018 Sanitary Sewer Lining Project

Documents:

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

9.F. Avid Hotel – Public Improvement Contract Approval

Documents:

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

9.G. Authorize Staff to begin County Road B Right-of-Way Vacation

Documents:

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

10. 8:10 P.M. Council and City Manager Communications, Reports and Announcements
11. 8:15 P.M. Councilmember Initiated Future Agenda Items and Future Agenda Review
12. 8:20 P.M. Adjourn


REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.a

Department Approval

City Manager Approval

Janice Gundlach

Sam J. Trudgen

Item Description: **Hold a Public Hearing and consider a Resolution regarding a variance to the Noise Ordinance to temporarily extend construction activity hours for Ryan Companies at 2820 Cleveland Avenue N**

BACKGROUND

The subject site is located at 2820 Cleveland Avenue N, formerly known as the Dorso property. The property is currently under construction, making way for the Colder Products Company (CPC) headquarters.

Ryan Companies applied for a variance to do work outside of the normal weekday working hours, which are 7:00 a.m. to 9:00 p.m., as well as outside the normal Saturday working hours of 9:00 a.m. to 9:00 p.m. This project involves sitework and construction of a new office headquarters facility for CPC. The applicant is requesting this variance in order to provide greater efficiency of construction and scheduling purposes. The applicant is proposing a work schedule of 6:00 a.m. – 9:00 p.m. Monday – Saturday, for the duration of the project. The anticipated completion date for this project is July 2020.

If the variance is approved, Ryan Companies would be granted one additional work hour per week day and three additional hours on Saturday.

For reference, City Code Section 405.03.D prohibits construction activities from 9:00 p.m. to 7:00 a.m. on weekdays and from 9:00 p.m. to 9:00 a.m. on Saturdays. City Code Section 405.04 allows a variance from the noise standards only after a public hearing is conducted before the City Council and the applicant provides a certified list of property owners within 350 feet of the site where the activity is to occur. This same section refers to the public hearing procedures in City Code Section 108, which requires notice to property owners within 500 feet. Staff has provided notice of the public hearing and the proposed activity to property owners within 500 feet of the subject site.

FINANCIAL IMPACTS

The applicant has paid the required fees for the variance application as per the 2019 fee schedule (City Code Section 314.05).

STAFF RECOMMENDATION

Staff recommends approval of the requested variance. This approval recommendation is based on the following findings:

1. There are no residential properties within the 500' radius,

- 31 2. As of the date of this report, no public concern has been raised regarding the request,
32 3. The surrounding uses are all commercial or industrial in nature, and
33 4. The additional construction hours may not have substantive noise impacts in light of the freeway
34 noise that is already heard within the area.
35

36 **REQUESTED COUNCIL ACTION**

37 Hold a public hearing and consider the variance request of City Code Section 405.03.D Hourly
38 Restrictions of Certain Operations.

- 39 1. Approve the requested variance (Attachment C) by resolution based upon the findings outlined
40 by staff, or
41 2. Deny the requested variance (Attachment D) by resolution. The Council should articulate denial
42 findings for the record.
43

Prepared by: David Englund, Building Official 651-792-7087

Attachments: Attachment A- Noise Variance Application
Attachment B - Public Hearing Notice
Attachment C – Approval Resolution
Attachment D – Denial Resolution
Attachment E – City Code Chapter 405



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

NOISE VARIANCE APPLICATION

CITY CODE SECTION 405 – NOISE CONTROL
www.ci.roseville.mn.us

- RESIDENTIAL PROPERTY OWNER FEE: \$350
- BUSINESS/INDUSTRIAL FEE: \$450

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

VARIANCE REQUIREMENTS

City Code Section 405.03.D regarding Hourly Restrictions states:

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

City Code Section 405.04.D regarding Noise Variances states:

Any person may apply to the City Council for a variance from the requirements of this Chapter prior to doing those acts. The Council procedure for public hearings shall be as set forth in Chapter 108 of this Code. For good cause shown, the City Council may, in its sole discretion, either grant or deny the variance. If the variance is granted, the Council may impose reasonable conditions to it. (Ord. 1175A, 11-25-1996)

Notice of Public Hearing

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

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

Office Use Only	
Date Received	7/18/19
Receipt #:	17500
Initials:	XV

ATTACHMENT A

CITY OF ROSEVILLE - NOISE VARIANCE APPLICATION

1. Property Owner Information:

Company name:

CPC - Colder Products Company

Last name:

Brian

First name:

Thompson

Address:

1001 Westgate Drive

City/State/Zip:

Saint Paul/MN/55114

Phone number:

651-645-0091

Email address:

brian.thompson@colder.com

2. Applicant Information: (if different from above)

Company name:

Ryan Companies

Last name:

Degnan

First name:

Neil

Address:

533 S Third St Ste 100

City/State/Zip:

Minneapolis

Phone number:

651-402-7723

Email address:

neil.degnan@ryancompanies.com

3. Address(es) of Property Involved: (if different from above)

2814 Cleveland Avenue North, Roseville, MN 55113

4. Zoning Designation:

CMU-4 Community Mixed Use-4

5. Description of Work/Hours of Operation: Describe the construction activities proposed and the hours of construction activities that do not conform to City Code requirements:

We are requesting to begin work at 6:00 a.m. Monday - Friday and 7:00 a.m. on Saturday for the duration of the project. The reason for this request comes from the busy schedule for our earthwork subcontractor, concrete workers and other trades.

6. Additional Required Information:

Please contact Neil Degnan (listed above) with any comments, questions or concerns.

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

Property Owner:



Date: 6/26/19

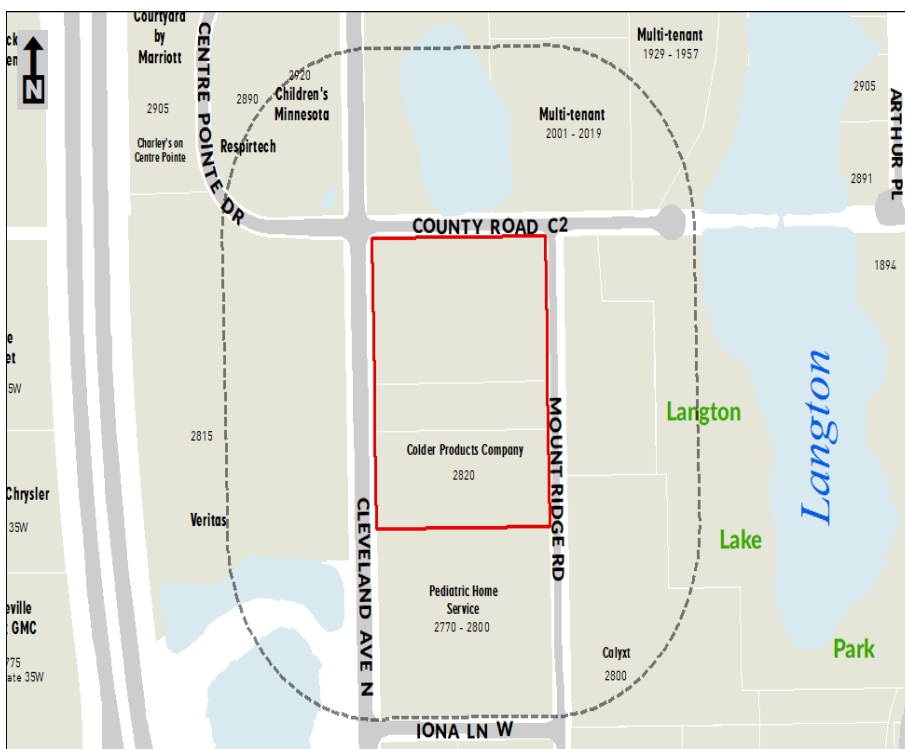
Applicant:



Date: 6/26/19



You are receiving this public hearing notice because you own property or are a tenant in a property within 500 feet of **2820 (2814) Cleveland Ave. N.**



WHAT, WHEN, & WHERE:

The **City Council** will meet at 6:00pm on **Monday, July 22, 2019**, in the City Hall Council Chambers to consider a request by **Ryan Companies** for consideration of a **Noise Variance**. Current City Code does not allow certain construction related activities between the hours of 9:00 p.m. and 7:00 a.m. The applicant is requesting a variance to allow work between 6:00 a.m. 9:00 p.m. Monday – Saturday for the duration of the project. Anticipated completion date is July 2020.

APPLICANT: Ryan Companies

SITE ADDRESS: 2820(2814) Cleveland Ave N.

PIN: 042923320003

PERMIT NUMBER: B19-0683

Prepared by: Community Development Department

500 ft. Notification Area

July 10, 2019

About the Public Hearing Process

Public Hearing Process

Public hearings typically begin with presentations by City staff and the people involved in the project under consideration. Following these presentations, City Council members may ask questions and will then invite comments and questions from audience members. Once the questions have been addressed by the appropriate parties, the hearing is closed. The City Council then discusses the proposal and takes action on the request.

Want to Learn More & Participate?

- Read the report prepared by staff for the City Council available **July 19, 2019** at www.cityofroseville.com/agenda-center
- Questions or Comments: **Call** Dave Englund, Building Official at **651-792-7087** • **Email** permits@cityofroseville.com
- Attend the public hearing and address the City Council
- Watch the hearing on Cable Channel 16 or stream it using a link from the City's website: cityofroseville.com/webstreaming

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**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 22nd day of July 2019, at 6:00 p.m.

The following members were present Etten, Groff, Laliberte, Willmus, and Mayor Roe and the following were absent: _____.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No. _____

**RESOLUTION APPROVING A VARIANCE FROM CITY CODE SECTION 405.03,
HOURLY RESTRICTIONS ON CERTAIN OPERATIONS FOR RYAN COMPANIES,
FOR THE PROPERTY LOCATED AT 2820 CLEVELAND AVENUE N.**

WHEREAS, Ryan Companies has requested a variance from City Code Section 405.03, **Hourly Restrictions on Certain Operations**, which requires construction activities to occur between the hours of 7:00a.m. and 9:00p.m. on any weekday, or between hours of 9:00a.m. and 9:00p.m. on any weekend or legal holidays; and

WHEREAS, Ryan Companies is requesting this variance for efficiency of construction and scheduling purposes. Allowing one extra hour during weekdays and three extra hours on Saturdays may allow for this construction project to be completed in a timely manner. This variance also may potentially allow for the new facility to open and begin operations sooner than expected; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Roseville, Minnesota, hereby **approves** the variance from City Code Section 405.03, **Hourly Restrictions on Certain Operations**, for Ryan Companies for the property located at 2820 Cleveland Avenue N., based on the following findings:

1. There are no residential properties within a 500 foot radius of the property,
2. As of the writing of the accompanying Request for Council Action for this resolution, no public concern has been raised regarding the request,
3. The surrounding uses are all commercial or industrial in nature, and
4. The additional construction hours may not have substantive noise impacts in light of the freeway noise that is already audible within the area.

Attachment C

44 The motion for the adoption of the foregoing resolution was duly seconded by Member _____,
45 and upon a vote being taken thereon, the following voted in favor thereof: _____, _____,
46 _____, _____, and Mayor Roe.
47 and the following voted against the same: _____.

48
49 WHEREUPON said resolution was declared duly passed and adopted.
50

51 STATE OF MINNESOTA)
52) SS
53 COUNTY OF RAMSEY)

54
55

56 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
57 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
58 foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of,
59 July, 2019 with the original thereof on file in my office.

60

61 WITNESS MY HAND officially as such Manager this 22nd day of July, 2019

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65 SEAL

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Patrick J. Trudgeon, City Manager

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 22nd day of July 2019, at 6:00 p.m.

The following members were present Etten, Groff, Laliberte, Willmus, and Mayor Roe and the following were absent: _____.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION No. _____

RESOLUTION DENYING A VARIANCE FROM CITY CODE SECTION 405.03, HOURLY RESTRICTIONS ON CERTAIN OPERATIONS FOR RYAN COMPANIES, FOR THE PROPERTY LOCATED AT 2820 CLEVELAND AVENUE N.

WHEREAS, Ryan Companies has requested a variance from City Code Section 405.03, **Hourly Restrictions on Certain Operations**, which requires construction activities to occur between the hours of 7:00a.m. and 9:00p.m. on any weekday, or between hours of 9:00a.m. and 9:00p.m. on any weekend or legal holidays; and

WHEREAS, Ryan Companies is requesting this variance for efficiency of construction and scheduling purposes. Allowing one extra hour during weekdays and three extra hours on Saturdays may allow for this construction project to be completed in a timely manner. This variance also may potentially allow for the new facility to open and begin operations sooner than expected; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Roseville, Minnesota, hereby **denies** the variance from City Code Section 405.03, **Hourly Restrictions on Certain Operations**, for Ryan Companies for the property located at 2820 Cleveland Avenue N., based on the following findings:

- 1. _____,
- 2. _____,
- 3. _____, and
- 4. _____.

Attachment D

44 The motion for the adoption of the foregoing resolution was duly seconded by Member _____,
45 and upon a vote being taken thereon, the following voted in favor thereof: _____, _____,
46 _____, _____, and Mayor Roe.
47 and the following voted against the same: _____.

48
49 WHEREUPON said resolution was declared duly passed and adopted.
50

51 STATE OF MINNESOTA)
52) SS
53 COUNTY OF RAMSEY)

54
55

56 I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of
57 Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and
58 foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of,
59 July, 2019 with the original thereof on file in my office.

60

61 WITNESS MY HAND officially as such Manager this 22nd day of July, 2019

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65 SEAL

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Patrick J. Trudgeon, City Manager

CHAPTER 405 NOISE CONTROL

SECTION:

- 405.01: General Prohibition
- 405.02: Specific Restrictions
- 405.03: Hourly Restrictions of Certain Operations
- 405.04: Noise Variances
- 405.05: Enforcement and Impact Statements

405.01: GENERAL PROHIBITION:

No person shall make or cause to be made any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures or endangers the comfort, repose, health, peace, safety or welfare of any person, or precludes their enjoyment of property or affects their property's value. This general prohibition is not limited by the specific restrictions contained in Section 405.02 below. (Ord. 927, 6-30-1983)

405.02: SPECIFIC RESTRICTIONS:

- A. Horns, Audible Signaling Devices, Etc.: No person shall sound any audible signaling device on any vehicle except as a warning of danger.
- B. Exhaust: No person shall discharge the exhaust or permit the discharge of exhaust of any steam engine, stationary internal combustion engine, motor boat, motor vehicle or snowmobile except through a muffler or other device that effectively prevents loud or explosive noises, and complies with all applicable State laws and regulations.
- C. Defective Vehicles or Loads: No person shall use any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling or other noise.
- D. Loading, Unloading, Unpacking: No person shall create loud and excessive noise in loading, unloading or unpacking any vehicle.
- E. Radios, Phonographs, Paging Systems, Etc.: No person shall use, operate or permit the use or operation of any radio receiving set, musical instrument, phonograph, paging system, machine or other device for the production or reproduction of sound in a distinct and loudly audible manner as to disturb the peace, quiet and comfort of any person nearby. Operation of any such set, instrument, phonograph, machine or other device between the hours of 10:00 P.M. and 7:00A.M., in such a manner as to be plainly audible at the property line of the structure or building in which it is located, in the hallway or apartment adjacent or at a distance of 50 feet if the source is located in a structure or building, shall be prima facie evidence of a violation of this Chapter.
- F. Participation In Noisy Parties Or Gatherings: No person shall participate in any party or other gathering of people giving rise to noise disturbing the peace, quiet or repose of another person. When a police officer determines that a gathering is creating such a noise disturbance, the officer may order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a police officer to do so. Every owner or tenant of such premises who has knowledge of the disturbance shall make every reasonable effort to see that the disturbance is stopped.
- G. Loudspeakers, Amplifiers for Advertising, Etc.: No person shall operate or permit the use or operation of any loudspeaker, sound amplifier or other device for the production

ATTACHMENT E

or reproduction of sound on a street or other public place for the purpose of commercial advertising or attracting the attention of the public to any commercial establishment.

- H. Amplified sound from motor vehicles: It shall be a violation of this Chapter to play, operate or permit the playing, use of operation of any radio, tape player, disc player, loud speaker or other electronic device used for the amplification of music or other entertainment, which is located within a motor vehicle on a public street or alley, which is audible by any person from a distance of 50 feet or more from the motor vehicle. When sound violating this section is produced or reproduced by any such device that is located in a motor vehicle, the motor vehicle's owner, if present when the violation occurs, is guilty of the violation. If the motor vehicle's owner is not present at the time of the violation, the person who has dominion, care or control of the motor vehicle at the time of the violation is guilty of the violation. In addition to an owner or a driver, any person who controls or assists with the production, reproduction, or amplification of sound in violation of this section is guilty of the violation. (Ord. 1315, 02-14-2005)
- I. Animals: The provisions of Chapter 501 of this Code shall govern unreasonable noises created by animals.
- J. Schools, Churches, Etc.: No person shall create any excessive noise on a street, alley or public grounds adjacent to any school, institution of learning or church when the noise unreasonably interferes with the working of the institution or disturbs or unduly annoys its occupants or residents.
- K. Air Conditioning Units: No person shall place, maintain or operate an air conditioning unit in such a manner so as to unreasonably disturb the peace, quiet and comfort of persons using adjacent properties. (Ord. 927, 6-30-1983)

405.03: HOURLY RESTRICTIONS OF CERTAIN OPERATIONS:

- A. Recreational Vehicles: No persons shall, between the hours of 9:00 P.M. and 7:00 A.M., drive or operate any minibike or other recreational vehicle not licensed for travel on public highways. (Ord. 1553, 6-4-2018)
- B. Domestic Power Equipment: No person shall operate a power lawn mower, power hedge clipper, chain saw, mulcher, garden tiller, edger, drill or other similar domestic power maintenance equipment, except between the hours of 7:00 A.M. and 9:00 P.M. on any weekday, or between the hours of 9:00A.M. and 9:00 P.M. on any weekend or legal holiday. Snow removal equipment is exempt from this provision. (Ord. 1553, 6-4-2018)
- C. Refuse Handling: No person shall collect or remove garbage or refuse in any residential district except between the hours of 7:00 A.M. and 9:00P.M. on any weekday or between the hours of 9:00 A.M. and 9:00 P.M. on any weekend or legal holiday. (Ord. 1553, 6-4-2018)
- D. Construction Activities: No person shall engage in or permit construction activities involving the use of any kind of electric, diesel or gas powered machine or other power equipment except between the hours of 7:00 A.M. and 9:00) P.M. on any weekday, or between the hours of 9:00A.M. and 9:00 P.M. on any weekend or legal holiday. (Ord. 1553, 6-4-2018)
- E. Snowmobiles: Snowmobiles shall be operated only at times allowed by Section 604.03 of this Code. (Ord. 927, 6-30-1983)

405.035: EXEMPTIONS:

- A. Any construction or maintenance activity in which the City of Roseville is considered the owner and/or the project engineer on the project, is exempt from Chapter 405 of the

ATTACHMENT E

City Code regarding Noise Control subject to the following:

1. All work shall be done during normal working hours as described in 405.03 of the Roseville City Code unless circumstances or conditions require work be done outside of these hours or if it is determined that there is significant benefit to surrounding properties and/or the general public by performing work outside of these hours. Only projects listed below are exempt;
 - a. Sewer Lining projects which take more than 12 hours per segment
 - b. Water main or valve replacement work which would impact significant amount of residents or business during normal working hours.
 - c. High traffic areas where a lane closure or full road closure is required, but doing so during normal working hours would create a significant impact on the general public, residents and businesses surrounding the work area.
 2. Work outside of normal working hours as described in 405.03 is limited to a maximum of two days per project segment as notified in subpart B.
- B. If work will be performed outside of normal working hours as described in 405.03 the City shall notify the residents/businesses within 500 feet of the project as far in advance as practical. At minimum residents shall be notified seven days in advance of the work via a mailed letter. The City Manager, Mayor and Council shall also be notified. The letter, at minimum, shall indicate the necessity of the work, schedule of the work, the scope of the work, the impacts and the mitigation techniques that will be used to minimize impacts.
(Ord. 1548, 4-9-2018)

405.04: NOISE VARIANCES:

Any person may apply to the City Council for a variance from the requirements of this Chapter prior to doing those acts. The applicant shall provide a certified list of property owners within 350 feet of the site(s) where the activity is to occur. The Council procedure for public hearings shall be as set forth in Chapter 108 of this Code. For good cause shown, the City Council may, in its sole discretion, either grant or deny the variance. If the variance is granted, the Council may impose reasonable conditions to it. (Ord. 1175A, 11-25-1996)

405.05: ENFORCEMENT AND IMPACT STATEMENTS:

- A. Civil Remedies: In addition to criminal penalties, this Chapter may be enforced by injunction, action for abatement or other appropriate civil remedies.
- B. Noise Impact Statements: The City Council may require any person applying for a change in zoning classification, permit or license for any structure, operation, process, installation, alteration or project that may be considered a potential noise source to submit a noise impact statement. The City Council shall evaluate each such statement and take its evaluation into account in approving or disapproving the license or permit applied for or the zoning change requested. (Ord. 927, 6-30-1983; 1995 Code)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Consider Resolution approving the vacation of drainage and utility easements related to the Avid Hotel within Centre Pointe Business Park 2nd Addition

BACKGROUND

A petition to vacate existing drainage and utility easements on Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota was submitted to the City by the adjacent property owners. The proposed easement vacation is shown in Attachment C. These easements were dedicated to the City as part of the Centre Pointe Business Park 2nd Addition Plat (Attachment D). As part of the hotel development on the site, the existing storm water basins which serve the new hotel site and the site to the south will be removed and reconstructed with two underground storm water systems. To accommodate the new development the existing drainage and utility easements have been requested to be vacated. New drainage and utility easements (Attachment E) would be provided to accommodate existing drainage. Additionally new pathway easements would be dedicated over the existing and proposed trails.

The vacation will not be official until such time the City Manager executes and records a Notice of Completion of this vacation. This will only be done once new easements are dedicated as proposed in Attachment E. The Developer, Rice Creek Watershed District and City staff are working to finalize the legal descriptions of the proposed easements to meet the requirements of all parties. These easements will be brought to the City Council for approval at a later date.

FINANCIAL IMPACTS

There is no financial impact to the City of Roseville.

STAFF RECOMMENDATION

Approve a resolution approving the vacation of drainage and utility easements on Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota.

REQUESTED COUNCIL ACTION

Conduct a public hearing receiving any public comments related to the proposed easement vacations.
Consider approval of a resolution approving the vacation of drainage and utility easements on Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota.

Prepared by: Jesse Freihammer, City Engineer/Assistant Public Works Director
Attachments: A: Resolution
B: Public Hearing Agenda
C: Easement Vacation Sketch
D: Centre Pointe Business Park 2nd Addition

E: Proposed Easements Sketch

**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 22nd July, 2019, at 6:00 p.m.

3
4 The following members were present: ; and and the following members were absent:
5

6
7 Councilmember introduced the following resolution and moved its adoption:
8

9 **RESOLUTION NO.**
10 **APPROVING THE VACATION OF DRAINAGE AND UTILITY EASEMENTS**
11 **WITHIN LOT 3, BLOCK 1, CENTRE POINTE BUSINESS PARK 2ND ADDITION,**
12 **RAMSEY COUNTY, MINNESOTA**
13

14 WHEREAS, the drainage and utility easements were dedicated to the City as part of the Centre
15 Pointe Business Park 2nd Addition Plat; and
16

17 WHEREAS, a petition from adjacent property owners has been filed with the City of Roseville
18 requesting the vacation of existing drainage and utility easements, which lies within the
19 following described real property:
20

21 Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota
22

23 WHEREAS, after two weeks published and posted notice have been given as well as notice
24 having been mailed to all affected property owners according to Minnesota Statutes, a public
25 hearing was held on July 22, 2019 at which all persons interested in said vacation were given an
26 opportunity to be heard; and
27

28 WHEREAS, the Roseville City Council has determined that the vacation would be in the public
29 interest;
30

31 NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
32 ROSEVILLE, MINNESOTA:
33

34 1. That the City of Roseville hereby vacates drainage and utility easements, which lies within
35 the following described real property:
36

37 Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota
38

1 2. The City Manager is directed to execute and record a Notice of Completion of this vacation
2 proceeding pursuant to Minnesota Statutes §412.851. The vacation authorized by this
3 Resolution shall not be effective until the Notice of Completion is recorded in the office of
4 the Ramsey County Recorder.

5

6 The motion was duly seconded by Councilmember and upon vote being taken thereon, the
7 following voted in favor thereof: ; and and the following voted against:

8

9 WHEREUPON said resolution was declared duly passed and adopted.

Resolution –Centre Pointe Business Park 2nd Addition Easements

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of July, 2019, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of July, 2019.

_____ Patrick Trudgeon, City Manager

(SEAL)

**AGENDA FOR PUBLIC IMPROVEMENT HEARING Centre
Pointe Business Park 2nd Addition Easement Vacations**

- A. Mayor calls the meeting to order and announces the purpose of the meeting and format for the hearing.

"This is a public hearing to consider whether to vacate public easements."

"This vacation request was initiated as a result of a petition from adjacent property owners. The Council will consider a resolution to approve vacating the easements as described in the resolution."

THE FOLLOWING AGENDA CAN BE USED AS THE FORMAT FOR THE PUBLIC HEARING:

- B. City Manager comments including, brief description of proposed vacated easement, published and mailed notices, and written objections to the proposed vacation.

It is suggested that the City Manager should make a general comment regarding the published and mailed notices. This should include the following language:

"Published and legal mailed notices have been provided for this public hearing. Legal notices appeared in the city's legal newspaper, *The Roseville Review*, on June 18, June 25 and July 4, 2019. Mailed notices were sent on June 27, 2019. Affidavits of mailing are available in the office of the City Engineer."

Prior to the hearing proceeding, the City Manager should read all written objections for the vacation.

- C. City Engineer by this time has provided specific information for vacation including a description and proposed resolution.

- D. Mayor opens hearing to public. It is suggested that the following comments be made by the Mayor:

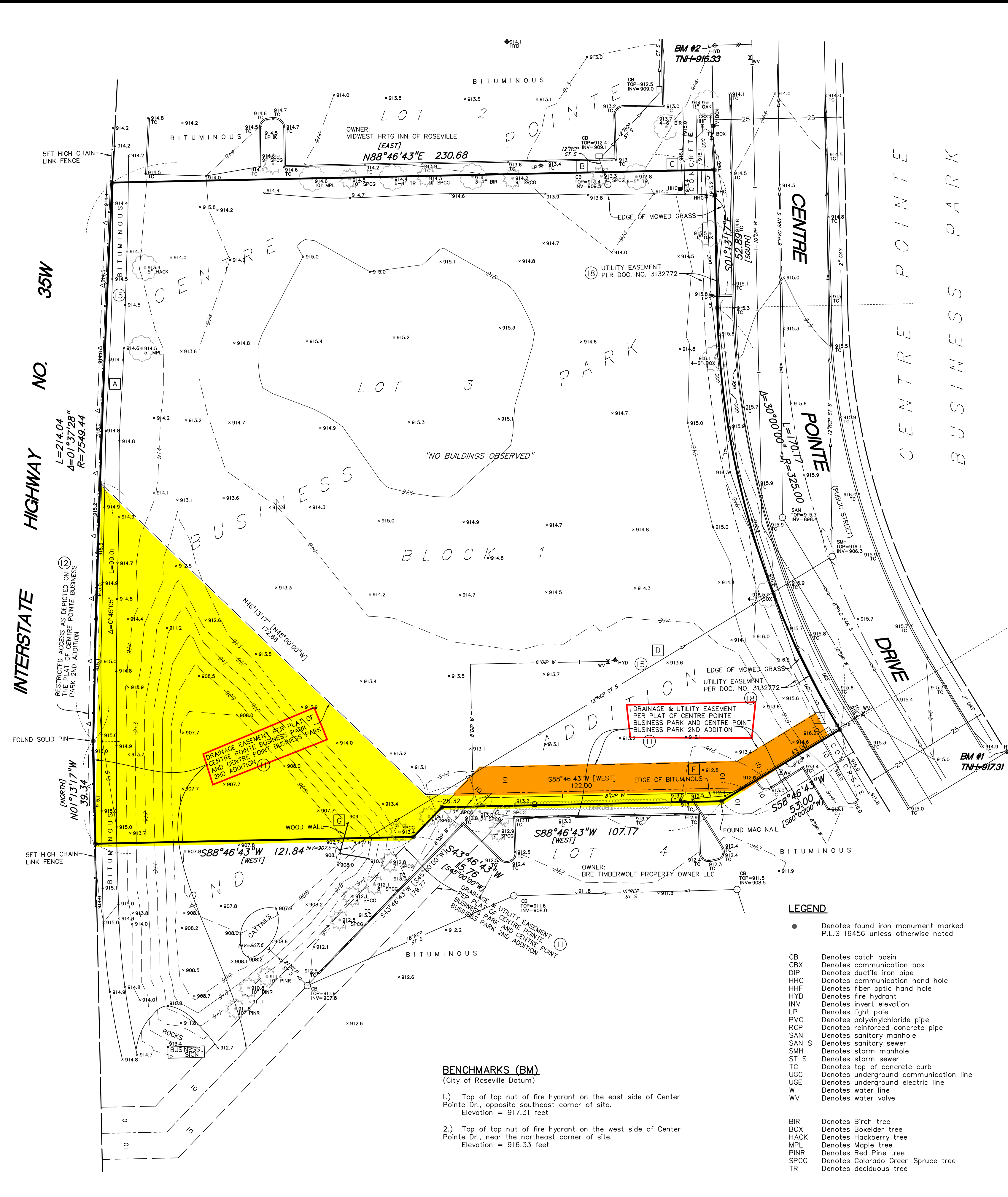
"In an attempt to provide everyone an opportunity to be heard and yet conduct the hearing in an efficient manner, we would suggest that rules be used for the hearing for this vacation. These would include the following:

1. Individuals should identify themselves by giving their name and address and should speak into the microphone.
2. Each speaker should limit questions and comments to five minutes.
3. No person will be heard for a second time until all interested persons who wish to speak have had an opportunity to do so.
4. Be courteous. No comments from audience or applause during question/ comment period.

- E. Mayor closes hearing.

After all citizen comments have been completed, the Mayor should indicate that the public hearing is closed and turn the hearing over to the City Council for action.

- F. Council action on proposed vacation: Resolution approving vacation of drainage and utility easements within Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, Ramsey County, Minnesota (Resolution provided by City Engineer.)



DESCRIPTION OF PROPERTY SURVEYED

(Per Commercial Partners Title, LLC as agent for Old Republic National Title Insurance Company Commitment for Title Insurance File No. 54275, effective date March 25, 2018)

Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, according to the recorded plat thereof, Ramsey County, Minnesota.

Abstract Property

PLAT RECORDING INFORMATION

The plat of CENTRE POINTE BUSINESS PARK 2ND ADDITION was filed of record on June 10, 1997, as Document No. 2996024.

[] Bearings and/or dimensions listed within brackets are per plat or record documents.

TITLE COMMITMENT

Commercial Partners Title, LLC as agent for Old Republic National Title Insurance Company Commitment for Title Insurance File No. 54275, effective date March 25, 2018, was relied upon as to matters of record.

Schedule B Exceptions:

Exceptions are indicated on survey with circled numbers unless otherwise noted. Items not listed below are standard exceptions and/or are not survey related.

11.) Easement for utilities and drainage as shown on the recorded plats of Centre Pointe Business Park and Centre Pointe Business Park 2nd Addition. [shown on survey]

12.) Limitation of access onto Interstate Highway No. 35W acquired by the State of Minnesota as reserved in Quit Claim Deed dated January 8, 1987, filed February 6, 1987, as Document No. 2360160, being amended by Quit Claim Deed dated November 23, 1987, filed January 19, 1988, as Document No. 2423717, also as reserved in Quit Claim Deed dated December 1, 1988, filed January 4, 1989, as Document No. 2476001. [shown on survey]

13.) Easement for electric power line purposes, together with incidental rights reserved by Northern States Power Company, a Minnesota corporation, as evidenced by Deed dated January 18, 1988, filed March 10, 1988, as Document No. 2430574.

Ratification and Assignment of Easements dated June 2, 2004, filed August 3, 2004, as Document No. 3778787, by and between Xcel Energy Inc., a Minnesota corporation, and Northern States Power Company, a Minnesota corporation, formerly known as Northern Power Corporation. [easement does not touch or cross property]

14.) Easement for electric power line purposes, together with incidental rights reserved by Northern States Power Company, a Minnesota corporation, as evidenced by Easement dated January 14, 1988, filed May 5, 1988, as Document No. 2439245.

Assignment and Assumption of Easements dated December 29, 2000, filed March 12, 2001, as Document No. 3378232, by and between Xcel Energy Inc., a Minnesota corporation, Assignor, and Northern States Power Company, a Minnesota corporation, formerly known as Northern Power Corporation. [easement does not touch or cross property]

Ratification and Assignment of Easements dated June 2, 2004, filed August 3, 2004, as Document No. 3778787, by and between Xcel Energy Inc., a Minnesota corporation, and Northern States Power Company, a Minnesota corporation, formerly known as Northern Power Corporation. [easement does not touch or cross property]

15.) Subject to bituminous path crossing the Western portion of premises and a storm sewer crossing Lot 3 from Centre Pointe Drive to Lot 4 which there is no easement of record as shown on the Survey dated February 18, 1997, by Sunde Land Surveying Inc. NOTE: Commercial Partners Title, LLC does not have a copy of the above mentioned survey. This item was carried forward from prior evidence. [shown on survey]

16.) Terms, conditions, covenants and obligations of and easements contained in Restrictive Covenant & Easement Agreement dated May 21, 1997, filed May 28, 1997, as Document No. 2994227.

As affected by terms and conditions contained in License Agreement dated May 21, 1997, filed July 14, 1997, as Document No. 3001793, and License Agreement dated May 21, 1997, filed July 14, 1997, as Document No. 3001797, which were granted by the benefitting party.

Partial Assignment and Assumption dated January 22, 2001, filed February 7, 2001, as Document No. 3372948.

As affected by Certificate dated January 9, 2001, filed January 4, 2002, as Document No. 3457669.

18.) Easement for underground utility purposes in favor of the City of Roseville, Ramsey County, Minnesota, a municipal corporation, contained in Utility Easement filed March 26, 1999, as Document No. 3132772. [shown on survey]

19.) Terms, conditions and obligations contained in Storm Sewer Infiltration Agreement dated March 21, 2002, filed January 3, 2003, as Document No. 3571460. [not shown-blanket in nature]

20.) Terms and conditions of unrecorded Planned Unit Development No. 1177 Agreement by and between the City of Roseville and Ryan Twin Lakes Limited Partnership. NOTE: This item is being carried forward from prior evidence.

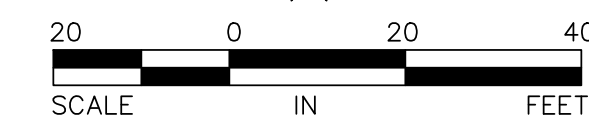
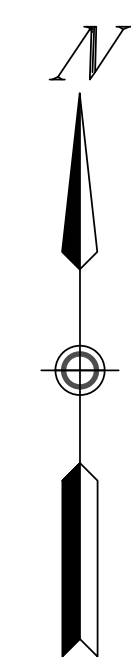
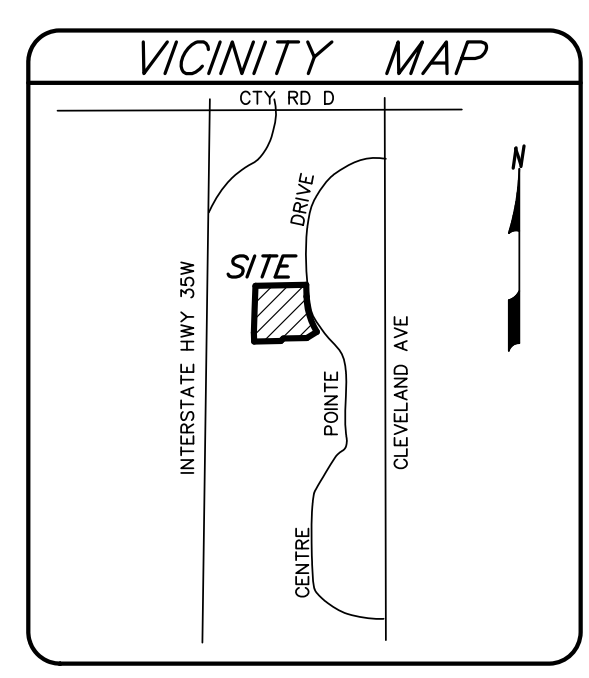
21.) Terms and conditions of unrecorded Development Agreement dated March 24, 1997, as amended and restated on May 21, 1997, by and between the City of Roseville and Ryan Twin Lakes Limited Partnership. NOTE: This item is being carried forward from prior evidence.

LEGEND

- Denotes found iron monument marked P.L.S 16456 unless otherwise noted
- CB Denotes catch basin
- CBX Denotes communication box
- DIP Denotes ductile iron pipe
- HHC Denotes hand hole
- HFF Denotes fiber optic hand hole
- HYD Denotes fire hydrant
- INV Denotes invert elevation
- LP Denotes light pole
- PVC Denotes polyvinylchloride pipe
- RCP Denotes reinforced concrete pipe
- SAN Denotes sanitary manhole
- SAN S Denotes sanitary sewer
- SMH Denotes storm manhole
- ST S Denotes storm sewer
- TC Denotes top of concrete curb
- UGC Denotes underground communication line
- UGE Denotes underground electric line
- W Denotes water line
- WV Denotes water valve
- BIR Denotes Birch tree
- BOX Denotes Boxelder tree
- HACK Denotes Hackberry tree
- MPL Denotes Maple tree
- PINR Denotes Red Pine tree
- SPCG Denotes Colorado Green Spruce tree
- TR Denotes deciduous tree

BENCHMARKS (BM)

- 1.) Top of top nut of fire hydrant on the east side of Center Pointe Dr., opposite southeast corner of site. Elevation = 917.31 feet
- 2.) Top of top nut of fire hydrant on the west side of Center Pointe Dr., near the northeast corner of site. Elevation = 916.33 feet



GENERAL NOTES

- 1.) Survey coordinate basis: Ramsey County System (North American Datum of 1983 Coordinates, final adjustment December 17, 1991)
- 2.) "No Buildings Observed" on the surveyed property in the process of conducting the fieldwork.
- 3.) Adjoining ownership information shown hereon was obtained from the Ramsey County Property Tax Information web site.
- 4.) There was no evidence of recent earth moving work, building construction or building additions observed in the process of conducting the fieldwork.
- 5.) There are no proposed changes in street right of way lines per the City of Roseville Public Works Department and MnDOT Right of Way Department. There was no evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.
- 6.) There were no wetland delineation markers observed in the process of conducting the fieldwork.

UTILITY NOTES

- 1.) Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. In addition, Gopher State One Call locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.
- 2.) Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- 3.) Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket number 180950096.
- 4.) Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

FLOOD_ZONE_NOTE

- 1.) The subject property appears to lie within Zone X (Areas determined to be outside the 0.2% annual chance floodplain) per the National Flood Insurance Program, Flood Insurance Rate Map Community Panel No. 2705990012G, dated June 4, 2010. This information was obtained from the FEMA Map Service Center web site.

PARKING

No visible parking spaces were observed on site

AREA

Gross = 61,761 square feet or 1.418 acres

LIST OF POSSIBLE ENCROACHMENTS

The following list of possible encroachments is only the opinion of this surveyor; should not be interpreted as a legal opinion and should not be interpreted as a complete listing.

A Possible encroachments are indicated on survey with boxed letters as listed below.

- A.) Bituminous path crossing the west portion of property
- B.) Storm sewer crossing the north property line without benefit of easement
- C.) Concrete sidewalk crossing the north property line
- D.) Storm sewer crossing the property without benefit of easement
- E.) Concrete sidewalk crossing the southeast property line
- F.) Bituminous surface crosses the southerly property line
- G.) Wood wall crosses the south property line

SURVEYOR'S CERTIFICATION

To Centre Point Solutions, LLC, a Minnesota limited liability company, West Real Estate & Management, Inc., a Minnesota corporation; Commercial Partners Title, LLC, a Minnesota limited liability company and Old Republic National Title Insurance Company;

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 7(a), 8, 9, 11, 13, 16, 17, and 18 of Table A thereof. The fieldwork was completed on April 9, 2018.

Dated this 17th day of April, 2018.
SUNDE LAND SURVEYING, LLC.
By: Arlee J. Carlson, P.L.S. Minn. Lic. No. 44900



Revision	By	Date
	NDN	

Drawing Title:
**ALTA / NSPS LAND TITLE SURVEY FOR:
WEST REAL ESTATE**

3015 Centre Pointe Dr., Roseville, Minnesota

SUNDE LAND SURVEYING Main Office:
9001 East Bloomington Freeway (35W) • Suite 118
Bloomington, Minnesota 55420-3435
952-881-2455 (Fax: 952-888-9528)
www.sunde.com

Project: 2000-183-A Bk/Pg: 352/78 Date: 04/17/2018
Township: 29 Range: 23 Section: 05
File: 2000183A001.dwg Sheet: 1 of 1

CENTRE POINTE BUSINESS PARK 2ND ADDITION

12

KNOW ALL MEN BY THESE PRESENTS: That CSM Lodging, L.L.C., a Delaware Limited Liability Company, fee owner of the following described property situated in the City of Roseville, County of Ramsey, State of Minnesota:

That part of Lot 1, Block 1, CENTRE POINTE BUSINESS PARK, according to the recorded plat thereof, Ramsey County, Minnesota, which lies southwesterly of a line described as commencing at the most southerly corner of said Lot 1; thence northeasterly, along the southeasterly line of said Lot 1, a distance of 61.01 feet, along a curve concave to the southeast having a radius of 325.00 feet and a central angle of 10 degrees 45 minutes 19 seconds to a point of tangency on said southeasterly line of Lot 1; thence North 45 degrees 00 minutes 00 seconds East, assumed bearing, tangent to said curve, along said southeasterly line of Lot 1, a distance of 167.00 feet to the point of beginning of the line to be described; thence North 45 degrees 00 minutes 00 seconds West a distance of 160.00 feet; thence North 59 degrees 05 minutes 20 seconds West a distance of 139.49 feet to the northwesterly line of said Lot 1 and said line there terminating;

Also Lot 2, Block 1, CENTRE POINTE BUSINESS PARK, according to the recorded plat thereof, Ramsey County, Minnesota;

Also That part of Lot 3, Block 1, CENTRE POINTE BUSINESS PARK, according to the recorded plat thereof, Ramsey County, Minnesota, lying northerly of the following described line: Commencing at the northeast corner of said Lot 3; thence South 30 degrees 00 minutes 00 seconds East, assumed bearing, 171.23 feet along the easterly line of said Lot 3; thence southerly 143.99 feet along said east line of Lot 3 on a tangential curve concave to the west with a radius of 275.00 feet and with a central angle of 30 degrees 00 minutes 00 seconds; thence South 90.00 feet tangent to said curve along said east line of Lot 3 to the point of beginning of the line to be described; thence West 408.50 feet to a point on the west line of said Lot 3 and said line there terminating.

Has caused the same to be surveyed and platted as CENTRE POINTE BUSINESS PARK 2ND ADDITION and does hereby dedicate to the public for public use forever the drainage and utility easements as shown on this plat.

In witness whereof said CSM Lodging, L.L.C., a Delaware Limited Liability Company, has caused these presents to be signed by its proper officer this 21st day of May, 1997.

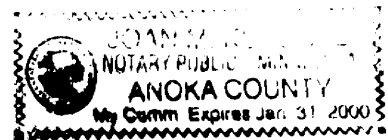
Signed: CSM Lodging, L.L.C.

[Signature] its Manager

STATE OF Minnesota
COUNTY OF Ramsey

The foregoing instrument was acknowledged before me this 21st day of May, 1997 by James Osterstun, Manager of CSM Lodging, L.L.C., a Delaware Limited Liability Company, on behalf of the company.

[Signature]
Notary Public, Anoka County, Minnesota
My Commission Expires 1-31-2000



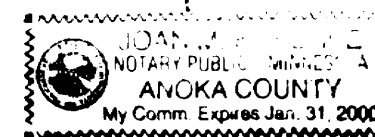
I hereby certify that I have surveyed and platted the property described on this plat as CENTRE POINTE BUSINESS PARK 2ND ADDITION; that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been correctly placed in the ground as shown; that the outside boundary lines are correctly designated on the plat; and there are no wet lands as defined in Minnesota Statutes, Section 505.02, Subd. 1, or public highways to be designated other than as shown on this plat.

[Signature]
Thomas H. Veenker, Land Surveyor
Minnesota License No. 12254

STATE OF MINNESOTA
COUNTY OF Ramsey

The foregoing Surveyor's Certificate was acknowledged before me this 21st day of May, 1997, by Thomas H. Veenker, a Licensed Land Surveyor.

[Signature]
Notary Public, Anoka County, Minnesota
My Commission Expires 1-31-2000



City of Roseville, Minnesota

We do hereby certify that on the 11th day of April, 1997, the City Council of the City of Roseville, Minnesota, approved this plat. All monuments will be set as specified by the City Council and as stated on this plat, according to Minnesota Statutes, Section 505.02, Subd. 1.

[Signature]
Mayor
[Signature]
City Manager

Taxes payable in the year 1997 on the land herein described have been paid, also there are no delinquent taxes and transfer entered this 28 day of May, 1997.

[Signature], Director
Department of Property Taxation
By [Signature], Deputy

Pursuant to Minnesota Statutes, Section 383A.42, this plat has been examined and is approved this 29th day of MAY, 1997 and the conditions of Minnesota Statutes, Section 505.03, Subd. 2, have been fulfilled.

[Signature]
David D. Claypool, L.S.
Ramsey County Surveyor

County Recorder, County of Ramsey, State of Minnesota

I hereby certify that this plat of CENTRE POINTE BUSINESS PARK 2ND ADDITION was filed in the office of the County Recorder for public record on this 10th day of JUNE, 1997, at 8:47 o'clock A.M. and was duly filed in Book 113 of Plats, Pages 12 and 13, as Document Number 2996024.

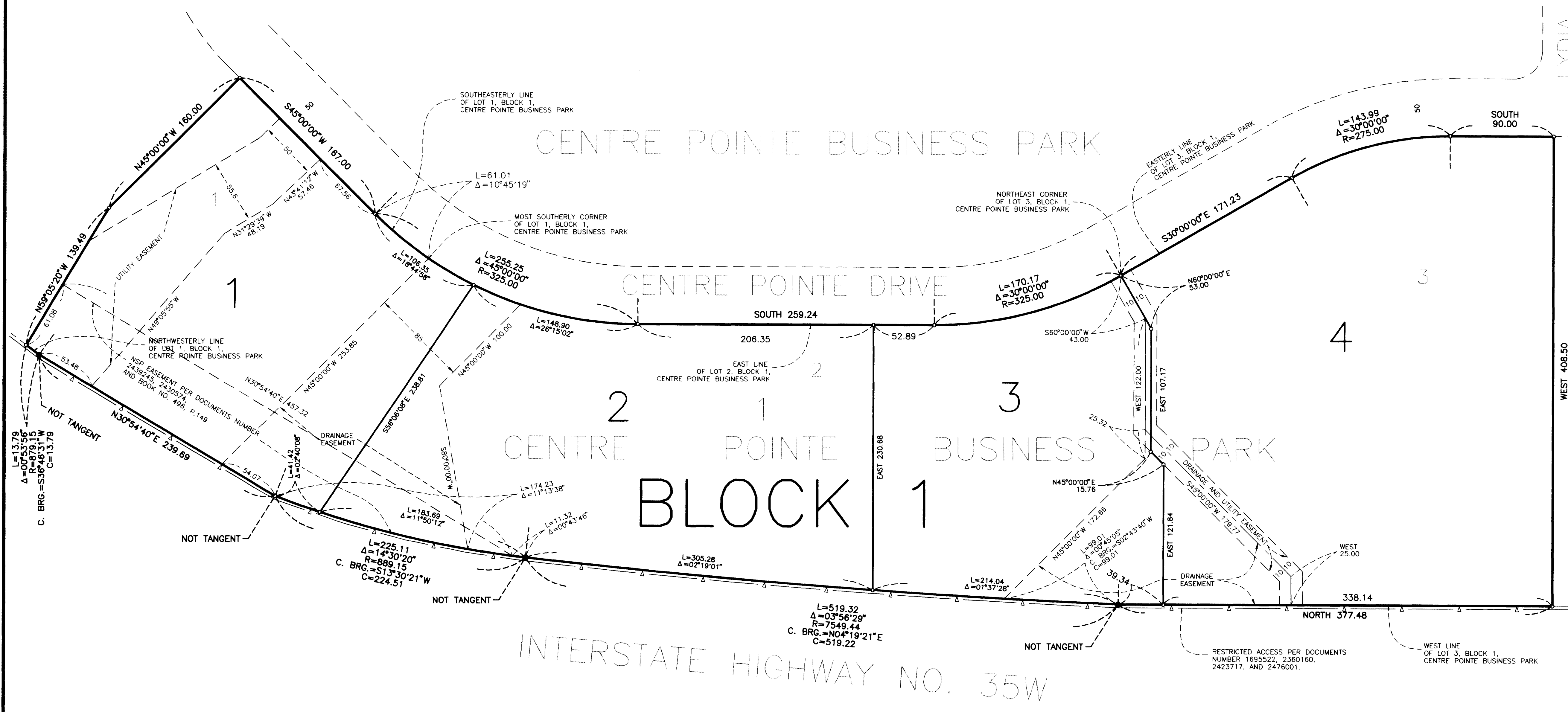
[Signature]
Deputy County Recorder

13

CENTRE POINTE BUSINESS PARK 2ND ADDITION

LYDIA AVENUE

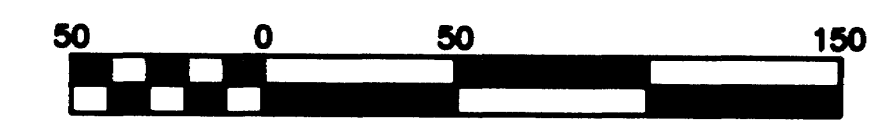
WEST 408.50



INTERSTATE HIGHWAY NO. 35W



SCALE: 1 INCH = 50 FEET



SCALE IN FEET

PLAT IS IN NE1/4 OF SEC. 5, T29, R23, RAMSEY COUNTY.

THE EAST LINE OF LOT 2, BLOCK 1, CENTRE POINTE BUSINESS PARK HAS AN ASSUMED BEARING OF SOUTH.

— Δ — DENOTES RESTRICTED ACCESS

- DENOTES 1/2 INCH X 14 INCH IRON PIPE SET WITH CAP STAMPED RLS NO. 12254
- DENOTES 1/2 INCH IRON PIPE FOUND WITH CAP STAMPED RLS NO. 8612

ALL-METRO
DEVELOPMENT CONSULTANTS, P.A.

SURVEYING • ENGINEERING • SITE PLANNING

Client
ROYAL
CONSTRUCTION

3653 Greenway St.
Eau Claire, WI 54701

Project
AVID HOTEL

Location
ROSEVILLE, MN

3015 CENTRE POINTE DR.

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.

Peter S. Moreau
PETER S. MOREAU
Registration No. 53735 Date: 01/11/2019

If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minnetonka, MN office.

Summary

Designed: PSM Drawn: CSD
Approved: PSM Book / Page:
Phase: rcwd submit. Initial Issue: 01/11/2019

Revision History

No.	Date By	Submittal / Revision
A	02/04/19	RCWD COMMENTS

Sheet Title
UTILITY PLAN

Sheet No. Revision
C6.01

Project No. 20999

LEGEND

	PROPOSED	EXISTING
CURB & GUTTER		
STORM SEWER		
SANITARY SEWER		
FORCEMAIN (SAN.)		
WATERMAIN		
EASEMENT		
DRAINTILE		
GAS LINE		
ELECTRIC		
TELEPHONE		

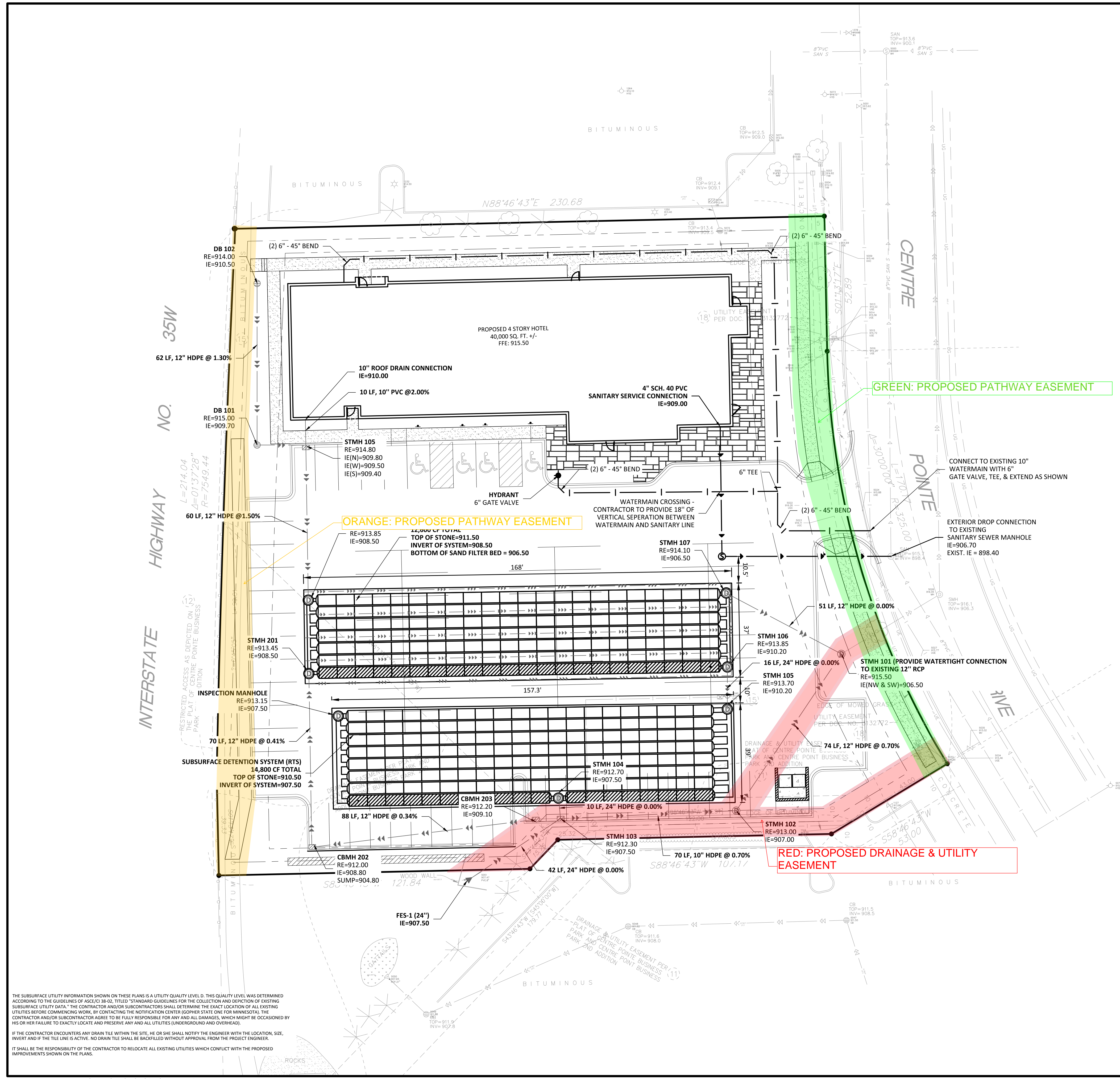
UTILITY CONSTRUCTION NOTES

- THE UTILITY IMPROVEMENTS FOR THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE "STANDARD UTILITIES SPECIFICATIONS" AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), EXCEPT AS MODIFIED HEREIN. CONTRACTOR SHALL OBTAIN A COPY OF THESE SPECIFICATIONS.
 - ALL UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH CITY REQUIREMENTS.
 - CONTRACTOR SHALL NOT OPEN, TURN OFF, INTERFERE WITH, OR ATTACH ANY PIPE OR HOSE TO OR TAP WATERMAIN BELONGING TO THE CITY UNLESS DULY AUTHORIZED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF ANY SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE THE LIABILITY OF CONTRACTOR.
 - A MINIMUM VERTICAL SEPARATION OF 18 INCHES AND HORIZONTAL SEPARATION OF 10-FEET BETWEEN OUTSIDE PIPE DIAMETERS IS REQUIRED AT ALL WATERMAIN AND SEWER MAIN (BUILDING, STORM AND SANITARY) CROSSINGS.
 - ALL MATERIALS SHALL BE AS SPECIFIED IN CEAM SPECIFICATIONS EXCEPT AS MODIFIED HEREIN.
 - ALL MATERIALS SHALL COMPLY WITH THE REQUIREMENTS OF THE CITY.
 - ALL SANITARY SEWER TO BE PVC SDR-35, UNLESS NOTED OTHERWISE.
 - ALL SANITARY SEWER SERVICES TO BUILDING SHALL BE PVC SCH 40 CONFORMING TO ASTM D2665.
 - ALL WATERMAIN TO BE DUCTILE IRON - CLASS 52, UNLESS NOTED OTHERWISE.
 - ALL WATERMAIN TO HAVE 7.5-FEET OF COVER OVER TOP OF WATERMAIN.
 - PROVIDE THRUST BLOCKING AND MECHANICAL JOINT RESTRAINTS ON ALL WATERMAIN JOINTS PER CITY STANDARDS.
 - ALL STORM SEWER PIPE TO BE SMOOTH INTERIOR DUAL WALL HDPE PIPE WITH WATER TIGHT GASKETS, UNLESS NOTED OTHERWISE.
 - ALL STORM SEWER PIPE FOR ROOF DRAIN SERVICES TO BUILDING SHALL BE PVC SCH 40 CONFORMING TO ASTM D2665.
 - RIP RAP SHALL BE Mn/DOT CLASS 3.
- COORDINATE ALL BUILDING SERVICE CONNECTION LOCATIONS AND INVERT ELEVATIONS WITH MECHANICAL CONTRACTOR PRIOR TO CONSTRUCTION.
- ALL BUILDING SERVICE CONNECTIONS (STORM, SANITARY, WATER) WITH FIVE FEET OR LESS COVER ARE TO BE INSULATED FROM BUILDING TO POINT WHERE 5-FEET OF COVER IS ACHIEVED.
- CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
- ALL AREAS OUTSIDE THE PROPERTY BOUNDARIES THAT ARE DISTURBED BY UTILITY CONSTRUCTION SHALL BE RESTORED IN KIND. SODDED AREAS SHALL BE RESTORED WITH 6 INCHES OF TOPSOIL PLACED BENEATH THE SOD.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
- ALL SOILS TESTING SHALL BE COMPLETED BY AN INDEPENDENT SOILS ENGINEER. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE SOILS ENGINEER. THE UTILITY BACKFILL CONSTRUCTION SHALL COMPLY WITH THE REQUIREMENTS OF THE SOILS ENGINEER. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOILS TESTS AND SOIL INSPECTIONS WITH THE SOILS ENGINEER.

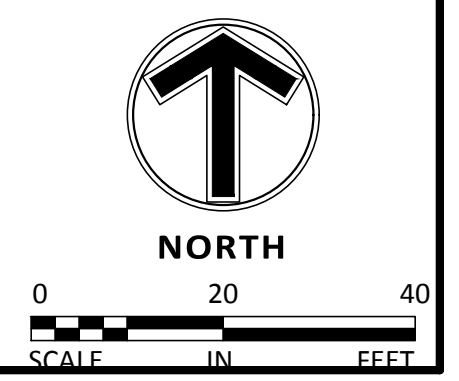
A GEOTECHNICAL ENGINEERING REPORT HAS BEEN COMPLETED BY:

COMPANY: AMERICAN ENGINEERING TESTING INC.
ADDRESS: 550 CLEVELAND AVE. N, ST. PAUL, MN, 55114
PHONE: 651-659-9001
DATED: 2018-05-02

CONTRACTOR SHALL OBTAIN A COPY OF THIS SOILS REPORT.
- CONTRACTOR SHALL SUBMIT 2 COPIES OF SHOP DRAWINGS FOR MANHOLE AND CATCH BASIN STRUCTURES TO SAMBATEK. CONTRACTOR SHALL ALLOW 5 WORKING DAYS FOR SHOP DRAWING REVIEW.
- CONTRACTOR AND MATERIAL SUPPLIER SHALL DETERMINE THE MINIMUM DIAMETER REQUIRED FOR EACH STORM SEWER STRUCTURE.
- THE UNDERGROUND STORMWATER SYSTEM SHOWN ON THE UTILITY PLAN AND THE DETAIL SHEETS IS FOR INFORMATIONAL PURPOSES ONLY AND DEPICTS THE MINIMUM STORAGE REQUIREMENTS AND THE SYSTEM ELEVATIONS. THE CONTRACTOR (WITH THEIR SUPPLIER OR DESIGNER) SHALL SUBMIT DESIGN DRAWINGS TO THE ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION. THE DESIGN DRAWINGS SHALL DEPICT THE FINAL LAYOUT AND DETAILS FOR CONSTRUCTION. THE DRAWINGS SHALL BE CERTIFIED BY A LICENSED ENGINEER FOR THE STATE IN WHICH THE PROJECT IS CONSTRUCTED. THE SUBMITTAL SHALL INCLUDE ALL NECESSARY PRODUCT INFORMATION, DESIGN CALCULATIONS AND BEDDING REQUIREMENTS FOR THE PROPOSED STORMWATER SYSTEM. FOLLOWING CONSTRUCTION, THE CERTIFYING ENGINEER SHALL SUBMIT A LETTER TO THE OWNER AND ENGINEER INDICATING THEY OBSERVED THE INSTALLATION AND THE INSTALLATION OF THE STORMWATER SYSTEM WAS IN CONFORMANCE WITH THE CERTIFIED DRAWINGS.



IF THE CONTRACTOR ENCOUNTERS ANY DRAIN TILE WITHIN THE SITE, HE OR SHE SHALL NOTIFY THE ENGINEER WITH THE LOCATION, SIZE, INVERT AND IF THE TILE LINE IS ACTIVE. NO DRAIN TILE SHALL BE BACKFILLED WITHOUT APPROVAL FROM THE PROJECT ENGINEER.
IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.c

Department Approval



City Manager Approval



Item Description: Consider recommendation from the Human Rights, Inclusion and Engagement Commission regarding potential programming for Hispanic Heritage Month

BACKGROUND

In May, 2018 the Human Rights, Inclusion and Engagement Commission (HRIEC) presented a concept regarding a pilot proclamation program for 2019. This included having a featured proclamation with additional programming and/or outreach to highlight the topic, raise awareness, educate the community and engage with specific communities within the city to demonstrate the City is working toward meaningful progress related to the proclamation. At that time, the HRIEC identified two months to pilot this program in 2019. Those months were:

<u>Month</u>	<u>Proclamation</u>
January	Human Trafficking Awareness Month
September	Hispanic Heritage Month

In January, the Commission worked with organizations and groups as well as city staff to host an event surrounding the topic of Human Trafficking awareness month. This event had a good turnout and was positively received within the community.

The Commission has been working on programming ideas for September Hispanic Heritage Month. Commissioners have met with representatives from the Hispanic community to determine their level of interest in having additional programming on this topic in the city as well as to brainstorm ideas that would be culturally relevant to the celebration of Hispanic Heritage month.

Hispanic Heritage Month is celebrated September 15- October 15, 2020. Attached you will find the suggested programming ideas that came directly from the representatives of the Hispanic community in Roseville. The proposal is a one-day event that would incorporate festivities such as a Hispanic band or music, Hispanic food trucks, treats for children and culminating with a viewing of the movie “Coco”. Commission members will be present to provide more detail.

The Commission is seeking feedback from the Council on whether they would like to pursue the activities identified. If the Council is receptive to the programming, a budget would need to be identified and logistical work would need to begin immediately with staff.

POLICY OBJECTIVE

One of the City’s aspirations is to be welcoming, inclusive and respectful. Identifying, and providing key opportunities for all members of the community to participate in events can help strengthen

28 inclusiveness and feelings of welcomeness in our community.

29 **BUDGET IMPLICATIONS**

30 A budget has not been specifically identified, however, listed below are items that *may* require
31 financial commitment from the city in regard to the proposed programming.

- 32 • Licensing for movie
- 33 • Fee for food truck
- 34 • Fee for band/music
- 35 • Printing of flyers, signage
- 36 • Treats for kids
- 37 • Staff time

38 **STAFF RECOMMENDATION**

39 Staff recommends receiving the recommendation from the HRIEC, and providing feedback
40 regarding programming for Hispanic Heritage Month and authorizing the commission and staff to
41 work together to host a one-day event .

42 **REQUESTED COUNCIL ACTION**

43 Authorize the Human Rights, Inclusion and Engagement commission to begin working with staff on
44 programming for a celebration of Hispanic Heritage Month.

45

46 Prepared by: Rebecca Olson, Assistant City Manager
Attachments: A: Pilot Project Recommendation for Hispanic Heritage Month

Pilot Project 2019 Hispanic Heritage Month.

The Council of the city of Roseville approved two pilot projects linked to proclamations recognized by the city.

Commissioners Bolinger and Djevi volunteered to connect with members of the Hispanic community living in Roseville.

A preliminary meeting was held on 1/12/19 for brainstorming with a follow-up teleconference on 6/29/19 to finalize activities members of the Hispanic community in Roseville view as culturally relevant to the celebration of Hispanic Heritage Month.

The group has agreed that there will be one event: festive celebrations followed by the watching of the movie Coco.

A- Festivities:

- Hispanic music/bands

- Hispanic food trucks

- Treats for the children: Mexican Lollipops, Mexican candies.

Members of the Hispanic community are working on identifying local Hispanic musical bands and/or other ways of playing Hispanic music for the event.

Members of the Hispanic community are also working on food trucks for the event.

B- Information Desk:

- Sign up sheet to identify possible ambassadors willing to become contact individuals in the Hispanic community living in Roseville for future engagement projects.

- Information from Police Chief/ PD policy on immigration

- Spanish speaking officers and fire department staff.

C- Movie Coco

D- Location: Central Park Amphitheater is option #1 (preferred by the community), Oval Option #2.

E- Date: 10/5/19. Time TBD. Suggestion 5 PM.

F- Budget

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

Agenda Date: July 22, 2019

Agenda Item: 7.d

Department Approval

Janice Gundlach

City Manager Approval

Sam Truog

Item Description: Consider adoption of an ordinance amending §1009.02.D.12.c Drive-Through Facilities

BACKGROUND

On August 27, 2018, the City Council adopted an interim ordinance (moratorium) in order to review drive-through conditions for properties in the Neighborhood Business District. The purpose of the interim ordinance was to conduct research and determine if the City’s existing conditions are appropriate when applied to a drive-through adjacent to a residentially-used or zoned property. Council was interested in whether a conditional use for a drive-through is appropriate within the NB, Neighborhood Business zoning district. Council expressed particular concern with drive-through users who may not have been the original requestor of the conditional use and whether the controls in place were adequate to address future concerns that may arise.

On May 13, 2019, the Planning Division presented its research from 11 metro area cities zoning regulations to the City Council and sought direction regarding changes to the existing conditional use criteria found in §1009.02.D.12.c of the City Code. As a part of the report, the Planning staff included a recommended change to condition “c” that provides heightened design around the queuing lane. The Council agreed with the proposed changes, but also requested additional language making the criteria a formal condition of approval.

Per direction of the City Council, the Planning Division has revised condition “c”. Below for Planning Commission consideration is the proposed amendment to §1009.02.D.12.c:

12. Drive-through Facilities:

- c. The applicant shall submit a circulation plan that demonstrates that the use will not interfere with or reduce the safety of pedestrian and bicyclist movements. Site design shall accommodate a logical and safe vehicle and pedestrian circulation pattern. ~~Adequate~~ **Queuing lane space shall be provided, sufficient to accommodate demand, without interfering with primary driving, entrance, exit, pedestrian walkways, or parking facilities on site. on-site parking/circulation. Such circulation plan meeting the intent of this section shall be made a condition of approval and shall survive any and all users of the drive-through and may need to be amended from time to time to ensure continued compliance with this condition. Said amendments to the circulation plan will require an amendment to the conditional use.**

PLANNING COMMISSION ACTION

On July 10, 2019, the Roseville Planning Commission held the duly noticed public hearing regarding the proposed amendment to §1009.02.D.12.c of the Roseville City Code. At the meeting Commissioners did have a few questions of staff pertaining to the intent and expected outcome of the proposed new language. City Planner Paschke and Community Development

35 Director Gundlach provided the Commission with responses to those questions, which provided
36 the clarity the Commission sought in regards to the revised ordinance language (see Attachment
37 B). No persons from the public addressed the Planning Commission.

38 The Planning Commission voted 5-0 to recommend approval of the proposed text change to
39 §1009.02.D.12.c of the Roseville City Code.

40 **SUGGESTED CITY COUNCIL ACTION**

41 Adopt an ordinance amending §1009.02.D.12 Drive-Through Facilities of the Roseville City
42 Code found in Attachment C.

43 **ALTERNATIVE ACTIONS**

- 44 **a.** Pass a motion to table the item for future action. An action to table must be tied to the need
45 for clarity, analysis, and/or information necessary to make a recommendation on the request.
- 46 **b.** Pass a motion recommending denial of the proposal. A motion to deny must include findings
47 of fact germane to the request.

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

Attachments: A. CC minutes 05/13/2019 B. PC minutes 07/10/2019
C. §1009.02.D.12.c draft ordinance

EXTRACT OF THE MAY 13, 2019 CITY COUNCIL MEETING MINUTES**c. Discuss Possible Amendments to the City Code for Drive-Throughs Adjacent to Residentially Zoned or Used Properties**

City Planner Thomas Paschke briefly highlighted this item as detailed in the RCA and related attachments dated May 13, 2019.

Councilmember Willmus asked how New Brighton's permitting process differ from a Conditional Use Permit or an Interim Use Permit.

Mr. Paschke stated he was not sure but thought special use was not much different than a conditional use. The two are referred to similarly.

Councilmember Willmus stated the reason he was curious about it is does it run with the land. How it is recorded against the property.

Ms. Gundlach replied a special use permit is the same as a conditional use permit and is recorded against the property, runs with the land, not with the user.

Councilmember Willmus asked from staff's perspective, is there a tool that could be brought forward and implement that is specific to the particular use that sought the drive through window. He wondered how this could be tied to a specific use that sought the permit.

Mr. Paschke replied there are very few uses that are actually that similar that perhaps may be able to follow along with the conditions that are there. He used Mudslingers as an example of a small, special use. Each one is unique and if someone else came in because the business closed and that person wanted to start a different business, it would need to be reviewed prior to supporting the new business whether or not that business was able to achieve compliance with the conditions that were placed on that project. The City would require them to go through their separate and own distinct conditional use if those compliances cannot be achieved because it is not the same.

Ms. Gundlach stated her recommendation would be with each one that comes before the Council, try to identify what the Council concern is and what the negative impact is and specifically write a condition to address that, regardless of who the user is.

Mr. Paschke thought the goal throughout this is to try to analyze this accordingly and set the conditions to be set up as best as the future can be foreseen.

Councilmember Etten wondered if a way to get at some of that is to look at somewhere along the lines of the following: "If the approved pattern is changed, there is an intensification of use or conditions on the property change in a way that impacts pedestrian, bicycle or auto traffic movements, a new sight plan or traffic pattern must be approved." Essentially if there is additional or new stuff happening, then City staff would look at this again. He wondered if this was too restrictive whether it be a new applicant or someone continuing the current use.

Ms. Gundlach stated in her experience the City might want to get in the habit with every Conditional Use (CU) for a drive through to place a condition of approval that the business has to have an approved circulation plan to get at those things talked about. That could be made a specific condition of approval, get the plan, attach it to the resolution, and if the business does not comply with that plan, regardless of who the user is, then the business is

40 not complying with the condition and the business has to come back and ask for an
41 amendment to the CU. She noted this does not necessarily need to be written into the
42 Ordinance. The City could, as a condition of approval, but could as a habit of making that a
43 condition on every drive through CUP the Council looks at.

44 Mr. Paschke stated the intensification aspect might be a little more difficult to monitor and
45 measure.

46 Councilmember Etten stated to him, any of this would apply to anywhere in the City. He
47 asked if staff wanted to create a separate condition.

48 Mr. Paschke stated currently it would.

49 Mayor Roe asked whether staff would actually make that circulation plan a part of the
50 specific approved Conditional Use for that site.

51 Ms. Gundlach confirmed that was correct and included attaching a specific site plan to that
52 use. She stated the City already has the regular condition in the CU language.

53 Councilmember Willmus stated when the site plan changes the conditional use comes back.

54 Mr. Paschke stated or if the site plan changes too dramatically it would come back.

55 Councilmember Etten supported that.

56 Ms. Gundlach reported staff did add the language in the one condition, “sufficient to
57 accommodate demands”.

58 Mayor Roe questioned if it made sense in the Ordinance to state “The circulation plan that
59 demonstrates all that, which shall be made a part of the CU permit,” more specific language
60 that states the plan actually becomes a part of the Conditional Use approval so future
61 councils and future Staff know that a plan just does not need to be submitted but rather the
62 plan is part of the approval and it goes with the approval.

63 Mr. Paschke stated that could be added and there will be other conditions that typically
64 become part of those approvals as well that are not really discussed either.

65 Ms. Gundlach stated the nice thing about adding it to the Ordinance as well is that the users
66 that are looking at the Ordinance before contacting staff are already put on notice that this is
67 an expectation.

68 Mayor Roe did not think there were any other questions or comments from the Council.

69 Mr. Paschke stated staff will work on adding what was discussed and will go forward to the
70 Planning Commission and then the City Council.

Extract of the Draft Minutes from the July 10, 2019, Roseville Planning Commission Meeting

6. Public Hearing

a. Consideration of a Proposed Amendment to Section 1009.02.D.12, Drive Through Facilities (PROJ0017-Amdt 36)

Chair Gitzen opened the public hearing for PROJ0017-Amdt 36 at approximately 6:41 p.m. and reported on the purpose and process of a public hearing. He advised this item will be before the City Council on July 22, 2019.

City Planner Paschke summarized the request as detailed in the staff report dated July 10, 2019.

Member Pribyl asked in the research staff did of other Metro Area cities, did most of them also have a requirement for a circulation plan that might be amended.

Mr. Paschke stated not all of them did. He thought there may have been two related to that. He would have to say that out of all of the community's staff looked at that had requirements, Roseville's was either as consistent or had more criteria or conditions to be reviewed to better protect the adjacent property owners. This one was something staff gleaned from just one community in particular.

Member Pribyl stated specifically what she was wondering about was the phrase "need to be amended from time to time", she wondered if other jurisdictions had more specifics on when that would be triggered. As a business owner she would like to know what would trigger this amendment.

Mr. Paschke thought this was an unknown and there are times that projects have conditions on them that leave certain things to the discretion of the City. It is going out and inspecting the site to determine whether or not the traffic flow for instance, more through a drive through or the stacking isn't being achieved because of the use or maybe the demand on parking is such that there needs to be additional parking installed. This is a way to get at that and from time to time staff might have to review a site because of calls or see an issue and then decide afterwards. It gives staff flexibility to not have to put in an emphatic type of determination as to when something might occur. It gives staff some discretion to work with property owners.

Member Kimble asked if there were any known drive throughs where there is not a circulation and that have been problematic. She wondered if that was part of the background for bringing this forward.

Mr. Paschke stated he did not know of one in particular, specifically.

Member Sparby stated he was a little unclear from the staff report just exactly what outcome the City gets by adding this specific language.

Mr. Paschke thought the outcome the City gets is that the person going through the process understands that if the business is super successful there might be problems in the future and that will need to be remedied somehow because the business may not achieve compliance with this condition. Those are things that nobody can determine at this point

39 in time, how success a business might be. This allows the City to deal with that and also
40 allows the City to work with sites that staff determines might be having an issue.

41 Member Sparby asked if this will allow for a permitted use of just updating the language
42 for a Conditional Use.

43 Mr. Paschke stated this will be across the board and not just for neighborhood business.
44 This is for every District that would be allowed a drive through. The moratorium was
45 specific for Neighborhood Business, but this condition is unilateral to every drive
46 through. The conditions are not just for District specific.

47 Member Sparby asked if this is giving the City more authority to come in and make
48 amendments to circulation plans.

49 Mr. Paschke stated this will allow the City to work with individuals on making the drive
50 through flow and work better, whatever that might be.

51 Member Kimble thought the practical outcome is a little bit interesting because a person
52 would assume for the most part if it is being paid attention to going in that there would be
53 circulation in the plan and if there is a problem, she questioned how much would be able
54 to be fixed. How much land is left, etc. because there usually is not a lot of excess land
55 left on these kinds of sites. She thought it seemed odd to her.

56 Member Sparby stated he was trying to get more clarity as to how this is going to help the
57 City staff work with an applicant that wants to have a drive through. What benefit does
58 the City get for adding this language.

59 Mr. Paschke thought the City staff gets awareness and everyone will have to pay
60 attention to circulation, the drive through in particular because those are two different
61 things. The drive through is separate from site circulation and there should not be too
62 many conflicts.

63 Member Sparby asked if this gives the City a better avenue for staff to go in and work on
64 an ongoing basis on the circulation plan.

65 Mr. Paschke stated it is tied to the drive through but circulation of vehicles on the site.

66 Community Development Director Gundlach stated a point to make and which has not
67 been made yet is when staff discussed this issue with the City Council and one of the
68 Council's concerns was the drive through that was in question there was not necessarily a
69 concern, it was once those Conditional Uses were approved for that initial business that
70 asked for it and that business left and some other business came in and picked up under
71 that same Conditional Use would that drive through work for the new business even if the
72 new business was so much different than the business that originally got the Conditional
73 Use.

74 Ms. Gundlach stated the idea behind the research was how could staff tweak the language
75 to better be able to work with the people who maybe were not the original applicants for
76 those Conditional Uses and then bring them back to the table to make some tweaks to that
77 site to comply with the intent of the Ordinance. That is where the "Sufficient to
78 Accommodate Demand" came in and where some of that more specific language about
79 "primary driving entrance/exit, pedestrian walkways" and the second two sentences she

80 thought Mr. Paschke already alluded to is that it is already kind of engrained in a
81 Conditional Use so why does the City have to have it as language in the Condition,
82 Ms. Gundlach thought the Council's concern was for those people who are coming in and
83 picking up on a Conditional Use that was already granted, those new owners are already
84 aware that this is the expectation, regardless of this site already having a Conditional Use.
85 Member Sparby indicated the clarification helped a lot.
86 Chair Gitzen indicated the Conditional Use goes with the property so this will alert the
87 new owners that there are some things that will needed to be looked at. He thought the
88 intent was to make it clear on how the City can control it with the new owner.

89 **Public Comment**

90 No one came forward to speak for or against this request.

91 **MOTION**

92 **Member Kimble moved, seconded by Member Kruzel, to recommend to the City**
93 **Council approval of the proposed Amendment to Section 1009.02.D.12, Drive**
94 **Through Facilities (PROJ0017-Amdt36).**

95 **Ayes: 5**

96 **Nays: 0**

97 **Motion carried.**

98

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING §1009.02.D (CONDITIONAL USE – SPECIFIC CRITERIA) OF THE ROSEVILLE CITY CODE

The City Council of the City of Roseville does ordain:

SECTION 1. §1009.02.D.12.c (Conditional Use – Specific Criteria for Drive-Throughs) is hereby amended as follows:

12. Drive-through Facilities:

- c. The applicant shall submit a circulation plan that demonstrates that the use will not interfere with or reduce the safety of pedestrian and bicyclist movements. Site design shall accommodate a logical and safe vehicle and pedestrian circulation pattern. Adequate Queuing lane space shall be provided, **sufficient to accommodate demand**, without interfering with **primary driving, entrance, exit, pedestrian walkways, or parking facilities on site.** ~~on-site parking/circulation.~~ **Such circulation plan meeting the intent of this section shall be made a condition of approval and shall survive any and all users of the drive-through and may need to be amended from time to time to ensure continued compliance with this condition. Said amendments to the circulation plan will require an amendment to the conditional use.**

SECTION 2. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 22nd day of July, 2019.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Snow Event Parking Discussion

BACKGROUND

At their October 22, 2018 Council meeting, the City Council considered changes to the City’s Snow Event Parking Regulations. Options included implementing a formal Snow Emergency system, restricting parking on public streets overnight, as well as increased communication efforts.

At that meeting (minutes included as Attachment A), the City Council directed staff to work to provide more consistent and specific communications before and during snow events as possible. Any action on implementing changes to the parking regulations or implementing a formal snow emergency system were effectively tabled.

During the 2018/2019 winter season, staff modified and enhanced the messages sent out via the City’s Alert – Snowplows email list (which individuals can subscribe to from the City’s website under the “News Sign-up” page). Attachment B shows the main text of those emails, which, prior to 2018, was the complete content of the Alert emails that were sent out when plows started plowing. Starting in 2018 staff started adding more detail to the alert messages to better inform residents about the specifics of the plow event.

One example is from December 31, 2018 where the following message was added to the main text: “Trucks are beginning to head out now, we are plowing our main city streets and treating citywide. Snowfall is below 2” so moving your car off the street is helpful but not mandatory at this time.”

Another example is from February 20, 2019: “Full city wide plow begins at 10am, with plans to replot the collectors once we’re finished, and replot everything again overnight.”

The last message helped residents understand that there would be multiple plow runs and therefore they should wait until the next day to park on the street again.

Staff also used a new twitter account, @RosevillePlows, to try to spread the alerts and plow updates to as wide of an audience as possible, including news outlets which would occasionally retweet the message. Attachment C shows several tweets used during the 2018/2019 winter season.

Staff doesn’t have any hard data to indicate the effectiveness of the increased communications levels. While there were some spots that exhibited better parking compliance, there were still plenty of vehicles parked on the streets during plow events.

The Police Department and the Public Works Department also collaborated to provide better enforcement of the parking regulations. Previously, the Police department had to wait for an official notification from the National Weather Service indicating snow accumulation of more than 2” before they would ticket vehicles. This season, Police and Public Works worked together to establish measuring stations that the Police could quickly check and make a formal determination that we had

officially received more than 2” of snow and enforcement could then begin. There are still issues with Police being burdened responding to crashes, stuck vehicles and other regular calls that prevent them from consistently enforcing parking during every event, but the number of citations and warnings issued in this last year compared to previous years shows a renewed effort by Police to provide as much enforcement as they can. Table 1 below shows citations and warnings for the last five snow seasons. Note there were no citations issued in 2014 or 2017.

TABLE 1: Parking Citations for Snow Events		
Snow Season	Month	Citations/ Warnings Issued
2014/2015 (no Data for 2014)		
	March	114
	Total	114
2015/2016		
	November	180
	December	67
	February	58
	Total	305
2016/2017 (No data for 2017)		
	December	270
	Total	270
2017/2018		
	January	182
	February	339
	April	123
	Total	644
2018/2019		
	December	349
	January	182
	February	339
	March	123
	Total	993

POLICY OBJECTIVE

The City has a Snow and Ice Control Policy which provides for a process of maintaining safe and accessible roadways during and after snow events.

BUDGET IMPLICATIONS

None.

45 **STAFF RECOMMENDATION**

46 Staff recommends Council review the current information and provide direction to staff for any
47 additional efforts or modifications to City practice and/or parking regulations.

48 **REQUESTED COUNCIL ACTION**

49 Review the current snow event parking restrictions and provide further direction to staff.

Prepared by: Marc Culver, Public Works Director

Attachments: A: Excerpt from October 22, 2018 City Council minutes

B: Alert Notification messages from 2018 and 2019

C: Example tweets from @RosevillePlows twitter account

D: Snow Event Parking Regulation Council Packet Item from October 22, 2018 Council meeting

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ing the flexibility to have this kind of option within the community and to have different facilities for their children who have different needs or learn differently is really great. She has driven by the current Hand in Hand facility at specified drop off times and never seen traffic from there spilling out onto either County Road B or Fairview. She indicated she did not have any question at all about this project and is delighted to see this use.

Councilmember Etten stated one of the benefits is the open field and open space. He stated he appreciated all of the different experiences that people talked about and the support of the school. He stated the Council's job was not to decide if they like Hand in Hand, it was to decide how this impacts the neighborhood and the use. He had concerns about the traffic and appreciated all the time Mr. Thompson took to address that at the meetings. He stated this will have a major impact in concentrated periods of time on the area and looked forward to Hand in Hand using all of the tools the City has to make it better for the neighborhood. He stated there will be impacts felt well beyond the school in that concentrated time frame. He has that concern but believed enough of his concerns have been addressed by Mr. Thompson so he will be supporting this item.

Mayor Roe shared the number of concerns raised regarding traffic and also understand a lot of the passion people have for this entity and the good that Hand in Hand does in this community and serving the broader metro area. He thought if for some reason, down the road, there was a change from Hand in Hand and another entity wanted to do a school there, he would have some serious concerns about traffic. He stated down the road, if things were to change, the City may have to look at a pause in plans and go to something else on a temporary basis for zoning if there isn't a specific plan going forward, just to make sure the City is being protective of the neighborhood. He was impressed with the plans Hand in Hand has talked about regarding handling traffic and did not have any other concerns with use of the site. He indicated he would be voting in support of this item.

Roll Call

Ayes: McGehee, Willmus, Laliberte, Etten and Roe

Nays: None.

Recess

Mayor Roe recessed the meeting at approximately 7:53 p.m., and reconvened at approximately 8:04 p.m.

c. Snow Event Parking Regulations

Public Works Director Marc Culver summarized the request as detailed in the RCA of this date; and noted a bench handout incorporated into the RCA providing an extract of City Council meeting minutes of October 22, 2018. He thought the City should work to implement some additional communications tools to get

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the message out, perhaps get some quotes on a text system. He thought the City should continue to discuss possibly implementing the snow emergency system for the 2019-2020 winter season.

Councilmember McGehee stated because so many people come into Roseville that do not live in the City, the City will not be able to text everyone, so she thought some variant of the Bloomington Model, a blanket rule, would work best.

Councilmember Etten stated he loved the work done through the Government Alliance on Race and Equity (GARE) and thought it was one of the intentions when he came back from the League of Minnesota Cities training and one of the things that can be changed on how the City does things in a more significant and permanent way. He asked which properties or areas were targeted in the process of the door hangers.

Chief Mathwig stated staff looked at the data from the last three years of snow events and he went through the information and had nine locations in Roseville which accounted for thirty-six percent of the citations over those years and all nine of them were multi-family. He reviewed the areas that were targeted for notification. He noted the common denominator was multi-family.

Chief Mathwig stated during the process staff worked with landlords to find out what was being done for notification and the common denominator for all of them was door hangers, some were doing more, and some were doing less. He stated two of the complexes had Somali languages spoken and two had Spanish, so the door hangers were made up with Spanish, English and Somali language on the same door.

Councilmember Etten thought the biggest issue the City is looking at is communication. No matter what the City does, it will be communication. The goal would be to find how to communicate better. He thought the City has found a way to start the process of better communication but until there is better communication, he did not think it would make a difference, no matter what is done.

Mr. Culver thought those were good points. Whatever the City does, he thought staff still needed to work with building managers for the unit buildings to try to post the regulations in different languages throughout the building and notify residents of different subscription services for notification. He thought if the City were to implement some sort of texting service or app, the City could reach a broader audience.

Councilmember Etten agreed that broadening the way the City communicates is important and communication is the only way moving forward.

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Councilmember Laliberte agreed and thought communication is going to be the key and will include multiple kinds of communication, not in place of what is being done now because of the wide range of demographics and technology use in the community. She thought there should be a communication working group to decide what that is going to be with the GARE lens applied to that. She had some concerns with the snow emergency, only in that it immediately conjures up tag and tow which is an additional burden on the residents who might not be getting the message.

Councilmember McGehee thought that tag and tow was a concern but felt Chief Mathwig has the places identified where there is the most offense and the most likely where tag and tow would occur, so notification in those areas should be increased.

Mr. Culver thought it was worth it do a case study on this engagement effort and some of the lessons learned. He stated this took a lot of work, was not free, and not something the City should endeavor to do on everything. But it is something that should be done more often and the City needed to figure out where to apply it.

Councilmember Willmus echoed Councilmember Etten's concerns, if the City were going to go to a text notification system or something along those lines, is the City actually reaching out and engaging those that need to. He had some reservations about that. He did not know as a Council where the City is at and if the City should proceed forward with the status quo.

Mayor Roe thought it seemed like there were two pieces to this. One is an education part, how can the City make everyone that either lives or otherwise is in the community be more aware of the rules and regulations related to parking during snow events, what to anticipate. The second piece would be the trigger for the enforcement, which one of the issues with the two-inch current code that people can dispute whether it is two inches. He thought that needed to be changed. He was not sure if the City should call it a snow emergency, but thought some sort of positive communication from the City in a lot of instances is needed and an additional piece to this. He noted there is still a communication and education issue to proactively and positively tell residents to get their cars off the street. Mayor Roe would like to look, over the course of the next year, at ways to communicate to the community. He agreed with everything that has been said. He thought the upfront, education piece of this is a huge part of it as well. He suggested in the chronic areas, to have some signage installed indicating what the rule is with multiple language.

Mr. Culver indicated there is signage at Sienna Green.

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Mayor Roe stated this could also relate to some of the State Fair parking issues as well.

Mayor Roe offered an opportunity for public comment.

Public Comment

Mr. Tim Callaghan,

Mr. Callahan admitted he usually reads all of the notifications that come out by the City and he totally missed the one about the snow plowing. He stated he has found the City regulation to be far superior to what Minneapolis does in their emergency system. He stated he liked that Roseville plows right away. He stated he has run into one problem, when does the City consider the snowfall to be two inches. He thought it would be nice if there was some way to convey the snowfall is two inches. In the options the Council is considering, one option would be no parking on all collector streets over the winter. Those are the streets that have to be plowed. He stated he did not have any sympathy for the students at Northwestern because the students live in the dorms and are not transient, the students are the ones who park in the street after a four-inch snowfall.

Councilmember Willmus noted he was not sympathetic for them either but was concerned about where their vehicles would go if there was no parking on the streets by the college.

Mr. Callaghan stated he would rather have those vehicles in a neighborhood than a collector street. He noted Lydia is already narrowed by installing a bicycle lane. When those cars do not move or get plowed, the street gets more narrow and it is hard to get through in the winter. The collector streets need to be totally plowed the way the City needs them to be in order to provide safe passage. He stated Northwestern does a terrible job of communicating the City rules to their students. Northwestern has promised there is sufficient parking for all of their students, so he did not know why the students are parking in the street in front.

Mayor Roe closed the public comment with no one else coming forward.

Council Discussion

Mayor Roe stated the recommendation from staff was to not necessarily make any changes to the system for this season but rather to enhance communications over this season, try to some things to see what works well, and use that to discuss over the course of the next summer to put something in place for the 2019-2020 snow season.

Mr. Culver indicated that was correct.

Regular City Council Meeting
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Councilmember Laliberte suggested it would be helpful to educate on what the current policy is, but she also thought it was helpful to know when the City is in plow mode. She thought was an actionable interpretation.

Mr. Culver stated what the City does now is send out a communication to staff when to come back to the City to plow but staff is hesitant to send out an email early in the day because forecasts can change. What he has done is to send out a communication on his Twitter account later evening to move the car before going to bed. He stated staff will try to work on reinforcing that message through every snow event.

d. City Campus Solar Agreements

Public Works Director Marc Culver briefly highlighted this item as detailed in the RCA and related attachments dated October 22, 2018.

Mayor Roe offered an opportunity for public comment, with no one coming forward.

Etten moved, Willmus seconded, approval of the agreements as presented to install solar arrays on the rooftops of City Hall, the Fire Station, and the Maintenance Facility.

Council Discussion

Councilmember Etten stated he was very excited that staff, the Public Works Commission and others have persisted through a couple of years working through this. He thought there were a couple of strong programs that will be a benefit to the City in the short and long term by reducing the City carbon footprint and setting a positive example. He also appreciated all of the work done by staff.

Councilmember Willmus echoed Councilmember Etten's remarks.

Councilmember McGehee thought staff did a nice job and that this was a significant improvement to what was brought forward to the Council previously. She appreciated all of the hard work by staff and Mr. Culver. She stated she was very supportive of this.

Councilmember Laliberte agreed and stated she appreciated all of the work that has been done. She thought it was worth the wait and felt it was the project the City was meant to move forward on.

Mayor Roe agreed.

Roll Call

Ayes: McGehee, Willmus, Laliberte, Etten and Roe

ALERT – SNOWPLOWS EMAIL LIST
COMMUNICATIONS

Main text:

City of Roseville snow plows are now in service. When 2 inches of snow has accumulated, a parking ban immediately goes into effect and parking is prohibited on all city streets. If you are parked on a city street, please move your vehicle or you could be ticketed and/or towed.

Depending on current and forecast weather conditions it can be useful to plow before snow accumulation reaches 2 inches. It is helpful that residents move their vehicles off the road anytime snow is forecast.

For more information on how Roseville maintains safe winter driving conditions, please call 651-792-7004 Monday through Friday between 8:00 a.m. and 4:30 p.m. or visit www.cityofroseville.com/snow.

Added text before main text in alert:

4/12/19: We're plowing excess slush off collectors and hills this morning, and treating citywide. Plowing is not expected on most residential streets at this time.

3/1/19: Plowing main roads today at 2pm, then we'll return overnight to plow citywide.

2/26/19: We are plowing and treating collectors. No plowing on residential streets expected at this time.

2/20/19: Full city wide plow begins at 10am, with plans to replot the collectors once we're finished, and replot everything again overnight.

2/14/19: We are going to plow our main roads and then we'll be salting citywide. No plowing on residential streets at this time.

2/13/19: We are going to replot our main roads and then we'll be salting citywide. No plowing on residential streets at this time.

2/5/19: Plowing main roads today at 2pm, then we'll return overnight to plow citywide.

12/31/18: Trucks are beginning to head out now, we are plowing our main city streets and treating citywide. Snowfall is below 2" so moving your car off the street is helpful but not mandatory at this time.

4/14/18: While the snow has stopped for the moment, our forecast still predicts very heavy snow Saturday afternoon and evening and then snow lingering through Sunday evening. Its unknown at this time how many times plows will go through the city, but it'll certainly be a multiple plow event. Please plan on keeping parked cars off the streets all weekend. Thanks.

1/22/18: City of Roseville snow plows are in service today. This will be a multiple plow event. All streets are being plowed this afternoon before evening rush and again overnight (barring significant forecast changes). Please keep parked cars off the street through the entire winter storm so we can do the best job possible clearing your street. Also, please keep trash cans three feet away from the curb or wait until tomorrow to put out your bins if it is practical for your pick up time. There will be significant snow discharge from the plows that is likely to knock over trash cans too close to the roadway.

EXAMPLE TWEETS FROM @ROSEVILLEPLOWERS TWITTER ACCOUNT



Roseville Snowplows @RosevillePlows · Apr 11

We'll be back out ahead of morning rush Friday, planning on plowing the excess slush off collectors and spot treating all city streets as needed.

1 2 9



Roseville Snowplows @RosevillePlows · Apr 10

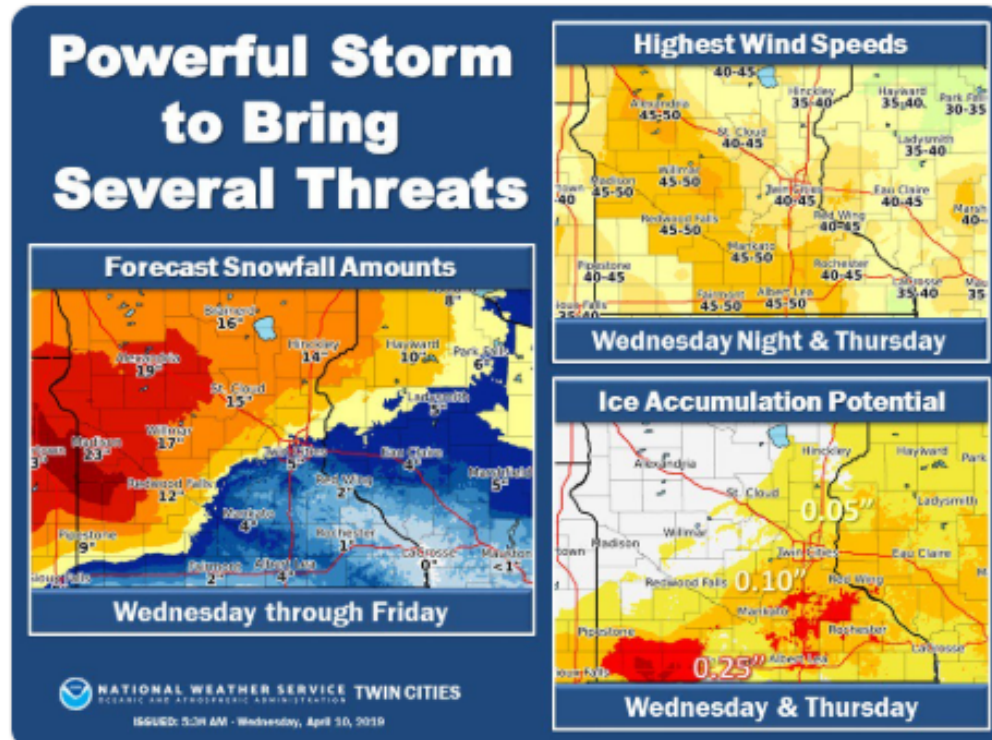
Plows are set to roll at 3am. Plans could still change as fast as the weather has been, but it'll be best to play it safe and park off street tonight.

2 6 15



Roseville Snowplows @RosevillePlows · Apr 10

We weren't planning on using this twitter feed much until next Dec, but you've likely heard there's 1 last hit of winter coming. Snow, sleet, rain, ice; it's all in the forecast. We'll have to wait and see if we'll be plowing, we're hoping for rain but ready for anything.



3 15



Roseville Snowplows @RosevillePlows · Mar 14

The rain kept us plenty busy today, and now it's snowing. We'll be out checking for refreeze on the streets tomorrow morning, then back to doing our best to keep all this water moving downstream.



3 1 15



Roseville Snowplows @RosevillePlows · Mar 12

We've been tasked with preparing for both heavy snow and rain the last couple weeks. We started opening storm drains last week, and every loader and bobcat in public works is on it this week. We're working hard to handle this messy weather we've received this year.

8 24



Roseville Snowplows @RosevillePlows · Mar 9

Wondering what's going on with this rain/snow storm? Us too...but we're still set to roll the plows at 1am. Plans might change if rain continues to replace the heavy snow we were expecting, but it'll be best to park off street tonight.

5 15

-  **Roseville Snowplows** @RosevillePlows · Mar 1 ▼
Plowing main roads now, will be back at 2am for a full citywide plow.
1 3 14
-  **Roseville Snowplows** @RosevillePlows · Feb 27 ▼
Full citywide plow, 4 am.
[Translate Tweet](#)
1 3
-  **Roseville Snowplows** @RosevillePlows · Feb 26 ▼
1" of snow. Plowing off the main roads only. Forecast is for additional 1-2" of snow overnight
1 4 6
-  **Roseville Snowplows** @RosevillePlows · Feb 24 ▼
Full citywide plow, Sunday 2am.
1 3
-  **Roseville Snowplows** @RosevillePlows · Feb 23 ▼
7am Plowing main roads 1.5".
No plowing on residential streets. Forecast has additional 4-5" overnite Saturday into Sunday morning. Full plow scheduled 2 AM Sunday. Remember to move your cars off the streets.
4 8
-  **Roseville Snowplows** @RosevillePlows · Feb 20 ▼
We've completed plowing all city streets: collectors twice and residential streets once. All streets will be plowed once again starting at 2am.
3 6
-  **Roseville Snowplows** @RosevillePlows · Feb 20 ▼
Full city wide plow begins at 10am, with plans to replot the collectors once we're finished, and replot everything again overnight.
5 4

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: October 22, 2018

Item No.:

Department Approval



City Manager Approval

Item Description: Snow Event Parking Regulations

BACKGROUND

At their May 14, 2018 meeting, the City Council reviewed the current Snow Event Parking Regulations for the City of Roseville (current City Code is included as Attachment A). At that meeting, it was determined that staff should make efforts to gather public input on the current parking regulations and what residents would like to see as an alternative. There were five options discussed:

1. Enact a seasonal overnight parking restriction (i.e. 2 a.m. to 6 a.m.)
2. Enact a year round overnight parking restriction
3. Remove the 2 inch threshold from the current City code, restricting on street parking after any snowfall
4. Use a Snow Emergency system to restrict parking after official notice
5. Leave the current parking restrictions as is

Since May, City staff has published an article in the newsletter soliciting input from residents (Attachment B) and created a webpage to collect input. Residents were able to provide their input via the webpage, email or via phone. The results of the input are included as Attachment C and summarized below:

18

<u>Options</u>	<u>Selection</u>
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") all year.	6
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") only during the winter.	16
No Parking on the street after any noticeable snowfall until snow has been removed.	11
Use a snow emergency system to alert residents by phone, email, or text when no parking is allowed on the street until snow has been removed.	65
Continue using the current rules.	63
Comments/Suggestions/Other	5
TOTAL:	166

19

20 In order to target specific groups for feedback, the City's GARE Team decided to review this
 21 topic using a Racial Equity Tool and Engagement Process. A memo from the GARE Team is
 22 included as Attachment D.

23 City staff was very impressed with the number of responses through the targeted engagement of
 24 the GARE Team which included distributing door hangers at several apartment buildings where
 25 parking during snow events has been an issue. The door hangers were provided in three
 26 languages, English, Spanish and Somali. Two responses were received in Somali. Of the 166
 27 total responses, 94 responses were received via a mailed postcard from the door hangers. Also,
 28 given the timing of the responses, staff is confident that 111 of the 166 responses were directly
 29 related to the door hangers.

30 The results in Attachment C show the total responses as summarized above as well as those
 31 responses received after the door hangers were distributed the week of September 10th.

32 Based on the public responses, most residents that submitted input feel the City should continue
 33 to use the current rules or use a Snow Emergency system. It should be noted that only 2
 34 responses from the public PRIOR to the door hangers selected the Snow Emergency system. 63
 35 responses AFTER the door hangers were distributed selected the Snow Emergency system. The
 36 wording for that option on the door hanger and the revised webpage (to match the door hanger
 37 options) was as follows:

38 "Use a Snow Emergency System to alert residents by phone, email or text when no
 39 parking is allowed on the street until the snow has been removed."

40 Staff feels it is very possible that respondents simply were indicating their desire to receive better
 41 notification of periods when the parking restriction is in effect. The City currently has an email
 42 system that residents may subscribe to that alerts residents via email when plows are mobilized.
 43 Generally speaking the message is very simple and doesn't say that there has been 2" of snow,

44 but simply if there has been 2” or more of snow accumulation that you cannot park on the street.
45 Twitter and Facebook are also used to inform residents of snow plow activity.

46 Staff has also followed up with several Cities in the metro area that currently use a Snow
47 Emergency system. Attachment E has web pages and City Code from Bloomington, St Louis
48 Park and Brooklyn Park which all use a Snow Emergency system (Brooklyn Park is using the
49 Snow Emergency system for the first time this year).

50 Contrary to St Paul and Minneapolis which only do City wide plows during Snow Emergencies
51 and proactively tow vehicles during the snow emergency, these cities use the Snow Emergency
52 and the associated text in their City Code to give the Police the ability to ticket and tow vehicles
53 without waiting for a certain amount of accumulation. Each City said they use this very carefully
54 and only declare the Snow Emergency when it is clear that snow accumulation will require a full
55 response. Both Bloomington and Brooklyn Park still have portions of their code which restricts
56 parking either overnight (Brooklyn Park seasonally) or after a certain amount of snow
57 accumulation (Bloomington, 3”). Therefore, they don’t HAVE to declare a Snow Emergency for
58 every event.

59 Based on the responses and after discussions with peer Cities, staff is recommending that the
60 City Council maintain the current system for the 2018-2019 winter season. During that season,
61 staff will work to develop a clear communication policy for snow events and try to incorporate
62 more direct messages to the public. The City may want to consider adding a direct notification
63 service, which would have a cost, in order to make use of text messages, “robo-calls” or perhaps
64 even a mobile phone app (St Louis Park has an app which notifies residents of Snow
65 Emergencies). Of course this will not notify EVERYONE in the City, as there are potential
66 equity issues with any of these proposals, but it will help notify the vast majority of residents as
67 long as they subscribe with their email or cell phone number.

68 Staff further recommends additional research into a Snow Emergency system for the 2019-2020
69 winter season. The proposed Snow Emergency system would simply allow a designated official
70 (City Manager and/or Public Works Director) to declare a Snow Emergency which, by City
71 Code, would enact a parking restriction which could then be enforced without the burden of
72 proof of a certain amount of accumulation. Staff would work to identify areas that should be
73 exempt (perhaps one side of the street in high density housing areas) and, as Brooklyn Park does,
74 perhaps identify public parking lots that could be used for parking while the City streets are being
75 cleared of snow. If directed by the Council to follow up on this, staff would bring this to the
76 Public Works, Environment and Transportation Commission and also work with the GARE
77 Team to make sure we are considering all groups in this process. This would then be brought
78 back to the City Council in the early summer of 2019 to ensure ample time prior to the winter
79 season for education and outreach if a new system is implemented.

80 **POLICY OBJECTIVE**

81 The City has a Snow and Ice Control Policy which provides for a process of maintaining safe and
82 accessible roadways during and after snow events.

83 **BUDGET IMPLICATIONS**

84 None.

85 **STAFF RECOMMENDATION**

86 Staff recommends Council review the current snow event, or “snowbird,” parking restrictions
87 and the input from the public and provide further direction to staff.

88 **REQUESTED COUNCIL ACTION**

89 Review the current snow event parking restrictions and public input and provide further direction
90 to staff.

Prepared by: Marc Culver, Public Works Director

Attachments: A: City Code Chapter 602.09

B: February 9, 2018 edition One Chief’s Perspective

C: Roseville Snow and Ice Control Policy

D: Summary of Public Input

E: GARE Team Report

F: July/August 2018 City Newsletter Article

G: Door Hanger

H: Snow Emergency Policies and City Code from other Cities

CITY CODE TITLE 6 MOTOR VEHICLES AND TRAFFIC (excerpt from)

CHAPTER 602 STOPPING, STANDING AND PARKING (excerpt from)

602.09: NO PARKING AFTER SNOWFALL:

A. Parking Restricted: No person shall park any vehicle, except in compliance with directions of a police officer or in compliance with regulatory parking signs, on any street for a period of 48 hours commencing immediately after any two inches or more continuous snowfall or until snow removal has been completed on any street, whichever occurs first. (Ord. 687, 12-18-1972)

B. Removal of Illegally Parked Vehicles: Any vehicle parked in violation of this section is declared to be a nuisance which interferes with snow removal from public streets and any police officer may remove or cause to be removed, summarily, any such vehicle by means of towing or otherwise or such police officer may require the driver or owner to remove such vehicle off the paved, improved or traveled portion of such street.

C. Prosecution For Violation: The removal of a vehicle which is parked in violation of this section, either by a police officer or under the direction of a police officer, shall not preclude a prosecution for violation of any provision of this chapter. (Ord. 361, 2-26-1962)



One Chief's Perspective

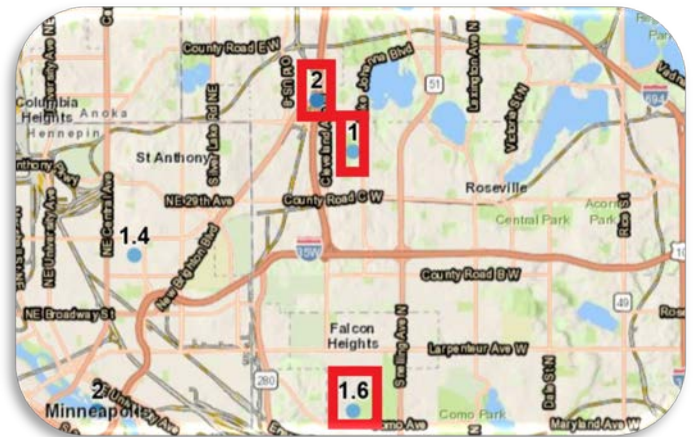
Roseville Police Department

2/9/2018

Snowplowing vs. Snowbird parking enforcement

Each winter it seems [Roseville Ordinance 602.09](#), which prohibits parking on a street after two inches of continuous snow has fallen, sneaks up on people. This year has been especially cumbersome.

There are two separate, but related decisions that take place after snow has fallen in Roseville. The first decision is made by Roseville Public Works on when to plow city streets. Their decision is based on these [policies](#) available on the City of Roseville website. They take current and predicted future weather conditions into consideration. They, for very good reasons, may choose to plow the snow when less than two inches of snow has fallen. The picture above is from the National Weather Service from January 31. It shows three different snow depths. The city plows were out clearing the streets but the Roseville Police Department did not have the legal authority to issue citations.



The second decision involves determining when to start “snowbird” enforcement. For many years, we have followed the National Weather Service local snow totals when determining whether or not two inches of snow has fallen in a “continuous snowfall”. There are at least two weather reporters in Roseville and several others in nearby communities. You can see above, that one reporter in the northern section of Roseville listed two inches but the reporter just south listed one inch. A reporter in nearby Falcon Heights listed 1.6 inches.

Our decision to begin issuing snowbird citations for vehicles parked on the streets becomes very challenging when weather reporters provide differing measurements. Why? Because our decision relies on the burden of proof in court; beyond a reasonable doubt. Does it *sound familiar to high profile criminal court cases*? It is because it's based on the same U. S. Constitution and Minnesota Rules of Criminal Procedure. The picture above gives ample reasonable doubt.

Our large snowfall on January 22 was very difficult to plow, based on the amount of snow falling each hour causing cars to be stuck in the middle of intersections, as was the case at Dale St. and County Road B. At least 2/3 of our patrol staff was tied up at that intersection for nearly an hour trying to get traffic moving. The community may not realize that we don't bring additional staff in to write snowbird citations and cannot put everything else aside to write them. They are written when officers have the time, after two inches of continuous snowfall. Car crashes, vehicles off the road, emergency medical problems and assists to the Minnesota State Patrol on the highways take precedence.

Another issue I'd like to touch on relates to heavy snow also preventing us from driving on side streets before they are plowed. *My squad has been stuck a few times in past years.* A stuck squad car puts the officer out of commission until a plow or tow truck can get to the officer. Based on this, officers may not get down a street until after it's plowed.

Service



Integrity



Respect



Innovation



One Chief's Perspective

Roseville Police Department
2/9/2018

The last issue that I am aware of for this winter season is related to two inches of "continuous snowfall." Earlier this winter, we experienced just over three inches of snow but the snowfall was not continuous as it was broken up by several hours of no snow.

Based on this information, the Roseville Police Department did not issue citations every time the city plows went out this winter. In one event, we cited over 176 automobiles. That said, we are out on the roads during every snowfall and if our officers are not assisting with vehicles off the road, crashes or other calls for help, we may be on your street enforcing Roseville's long-standing snowbird ordinance.

The National Weather Service is always looking for volunteers to help measure and map precipitation (rain, hail and snow). The trained volunteers take measurements and then submit the measurements on-line, where it is posted to the National Weather Service's website. The data is used by a wide variety of organizations, including the National Weather service, meteorologists, police departments, hydrologists, emergency managers, insurance adjusters, and mosquito control, to name a few. Anyone interested in becoming a volunteer observer can contact Michelle Margraf at 952-368-2520 or michelle.margraf@noaa.gov

More details on the community weather volunteer program can be found at www.cocorahs.org

Connecting with our Community... *Who's afraid of the Police?*



Last week, School Liaison Officer Crystal Jones accepted a Rap music challenge. She was pitted against RAHS Principal Christina Hester.

I've seen both videos and humbly believe Crystal out-performed her competition. It's too bad this photograph does not capture the great amount of cheers from the crowd of students.

I have previously [written](#) about the great program we have providing officers with gift cards to share with

needy families they meet. Last week, Sgt Travis Steinberg pulled money out of his own pocket to fund a night's stay in one of our local motels for a single mother out in the cold with her child. We were out of the gift cards. Great job, Travis.



Traffic Stop Data Collection Initiative

Last week we published our [2017 traffic stop data information](#). Please take a look and let us know what you think. In addition, we will talk about this information at the next [Imagine Roseville](#) meeting set for March 14, 2018. Hope to see you there.

Take Care, Chief Rick Mathwig

Service



Integrity



Respect



Innovation

CITY OF ROSEVILLE STREETS AND PARKING LOT SNOW AND ICE CONTROL POLICY

BACKGROUND

The Twin Cities metropolitan area averages 49” of snow per season. We have approximately a trace or more of snow on the average of 74 times each season and 1” or more an average of 9 times. Snowfalls of 3” and up occur about 4 times and 6” or more of snowfall an average of 1 time per season.

The City of Roseville annually budgets funds for the removal of snow and ice from the city maintained street system and city parking lots. Reasonable snow and ice control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns.

Responsibility for directing and coordinating snow and ice control operations is assigned to the Street Maintenance Division of the Public Works Department. Snow and ice control will have top priority in the Public Works Department and is considered emergency in nature. The City will use in-house staff, equipment, and/or private contractors when necessary to provide this service. Snow and ice control may be suspended at any time the Public Works Superintendent, Street Maintenance Supervisor, or their designee determines that rising or falling temperature, visibility, and/or the rate of accumulation makes the control unsafe, ineffective, or unnecessary.

The City of Roseville has 123 centerline miles of roadway under its jurisdiction. The City also maintains 41 parking lots at various city facilities. Providing snow and ice control is a monumental task. Operators use 30,000-pound trucks with 14’ snowplows to move tons of snow. The obstacles and hazards as seen by snowplow operators are parked cars, garbage cans, vehicles traveling too fast and close to the plow, and especially important, children sliding and building snow forts too close to streets. At any given time during the winter months, there can be equipment plowing or applying ice control material on streets or parking lots. The following is a guide explaining our purpose and operations for winter snow removal and ice control.

Goals

- ◆ Monitor in conjunction with the Police Department and Parks & Recreation Department, weather and road conditions 24 hours per day.
- ◆ Maintain streets and parking lots in a safe driving condition.
- ◆ Allow for emergency vehicle access during snow and ice events.
- ◆ To have streets and critical parking lots plowed full width within 10 hours after the snow has quit falling.
- ◆ Perform snow removal and ice control tasks in a timely manner.
- ◆ Perform all maintenance tasks equally and in the best interest of Roseville taxpayers.
- ◆ To communicate with residents on how they can work together with Public Works in keeping streets safe and clear of snow.
- ◆ To inform the Police department, City Administration, and residents of the progress of snow removal operations as conditions permit.

SNOW AND ICE CONTROL POLICY

Streets

The start of snow and/or ice control operations for any storm is dependent upon immediate and anticipated conditions. Because of the many weather variables encountered, maintenance requirements differ for each snow and ice event. General winter maintenance requirements have been established for different snow and ice events as follows:

- ◆ Freezing rain, sleet, black ice, and freeze/thaw. These types of events are based on changing weather conditions. The Street Maintenance Supervisor will determine the required ice control response based on current and forecasted conditions. The response may vary from 1 unit to full fleet applying ice control material.
- ◆ Snowfall of less than 2". General snow plowing may not be necessary and normal ice control procedures may be adequate to produce safe winter driving conditions. The Street Maintenance Supervisor may deem plowing necessary if a series of less than 2" snowfalls has caused a buildup of snow on City streets.
- ◆ Snowfall of 2" to 6". Typically, snow removal begins as soon as practical after snowfall has ended. Once continuous accumulation reaches 2", the City's parking ban on City streets takes effect (see City Ordinance 602.09). Depending on the timing of the snowfall event, every effort is made to provide motorists with safe winter driving conditions prior to critical time periods. The most critical time periods are weekday morning and evening rush hours. The City will attempt to remove ice and snow from the City maintained collector and priority streets prior to rush hour periods. Normally, collector and priority streets are plowed first. Once the collector and priority areas are plowed and opened, the remaining streets in the residential, commercial, and industrial areas will be plowed and ice control applied.
- ◆ Snowfall greater than 6". Each plow route has a system of collector, priority, and secondary streets that link neighborhoods, major arterials, and facilities such as schools, health care facilities, etc. Depending upon the duration of any snowfall event, it may be necessary to continually clear priority streets in order to assure public safety. Once snowfall has ceased, priority streets within each route will be cleared before snow removal begins on secondary streets. Ice control measures will follow once streets are plowed full width.

Each year the Public Works Department Street Maintenance Division reviews and makes changes as deemed necessary to a map (Exhibit A) showing the city maintained street system and snow plow routes. Equipment is assigned to each route based on availability and the effort required for the control of snow and ice. The routes will be periodically revised to correspond with the budgetary, equipment, and personnel resources available. Within each route, the collector and priority streets are defined along with streets and highways within the city limits that are maintained by other government agencies. Streets and highways within the community that are maintained by Ramsey County and the Minnesota Department of Transportation will be maintained under the county and state maintenance policies.

Snow and ice removal operations will be conducted only when weather conditions do not endanger the safety of employees or equipment and operations are effective. Under

severe conditions, limited visibility, or where weather patterns suggest additional ice and snow, streets may not be plowed “full width” and plowing in some areas may be delayed. Factors that may delay snow and ice control operations may include severe cold, significant winds, limited visibility, and rapid accumulation of snow.

Parking Lots

General winter maintenance requirements for parking lots have been established for different snow and ice events as follows:

- ◆ Freezing rain, sleet, black ice, and freeze thaw. These types of events are based on changing weather conditions. Critical parking lots will have ice control material applied as soon as practical as determined by the Street Maintenance Supervisor or Park Maintenance Supervisor. The remainder of winter use parking lots will be monitored for safe conditions and ice control application after all streets and critical lots have been completed.
- ◆ Snowfall of less than 2”. Plowing may not be necessary and ice control procedures may be adequate to produce safe winter conditions. The Street Maintenance Supervisor and Park Supervisor will determine if snow depth or drifting will require plowing of parking lots.
- ◆ Snowfall greater than 2”. Snow removal on critical parking lots will begin as soon as practical after snowfall has ended. These lots will be plowed simultaneously or immediately after street plowing is completed. All other winter use parking lots will be plowed as equipment and personnel become available after emergency plowing is completed. During extremely heavy snow events, critical parking lots maybe plowed before snowfall has ended to allow for emergency vehicle access and city business to be conducted.
- ◆ Each year the Public Works Department Street Maintenance Division and the Parks & Recreation Department Maintenance Division will review and make changes to a map showing city parking lots (Exhibit F), their priority level (critical or winter use) and department of responsibility.

EQUIPMENT

The City will acquire, maintain, repair, and replace equipment on a timely basis, as the City’s established budget will allow. To provide for utilization of equipment in a cost-effective manner, the City may use city trucks, motor graders, front-end loaders, and other regular equipment as may be useful for control of snow and ice.

DISPATCHING EQUIPMENT

The start of snow and ice control operations for any storm is dependent upon immediate and anticipated conditions. The Street Maintenance Supervisor or his designee will determine the dispatching of equipment. Plowing and/or sanding operations may occur during a regular work shift 7:00 a.m. to 3:30 p.m. or on an emergency call-out basis.

HOW SNOW WILL BE PLOWED FROM COLLECTOR, PRIORITY, AND RESIDENTIAL STREETS

The City is divided into 11 plow routes and 2 cul-de-sac routes (Exhibit A). Snow will be plowed in a manner so as to minimize traffic obstructions. The center of the street will be plowed first. The snow will then be pushed from left to right with discharge going onto the boulevard area of the right-of-way. The street is cleared curb to curb. The Street Maintenance Division will not be responsible for plowing snow from any sidewalk

and/or driveway except under unusual circumstances. Putting snow on City streets from private property is in violation of Minn. Stat. 160.2715, Right-Of-Way Use Misdemeanors.

In cul-de-sacs, 1-ton trucks will try to minimize snow windrows in driveways and push the majority of the snow onto the boulevard.

SNOW STORAGE

Ongoing snow and ice control efforts require the use of City owned right-of-ways and easements for storage of plowed snow. The right-of-way generally extends 10' to 16' behind the curb. Depending upon volume of snow, storage within the right-of-way could create sight obstructions at intersections. Intersection conditions will be reviewed case by case and resolved by appropriate methods.

Where space does not allow for snow to be piled outside the driving lanes, the City will remove the snow by hauling. Timing of such hauling will be at the discretion of the Public Works Superintendent, Street Maintenance Supervisor, or their designee.

ICE CONTROL

The City of Roseville does not guarantee that streets or parking lots will be free of snow and ice after plowing. Bare, dry pavement should not be expected and may not be continuous on City streets throughout the winter months. The City attempts to maintain adequate traction for the motoring public.

Planning for a winter storm is difficult. The differences in rate of rain, sleet, snowfall, moisture content, temperature, time of day, and wind make each storm unique. Melting conditions may also require some level of ice control.

Ice control operations may consist of as few as a single truck applying material on isolated areas to the full fleet applying material citywide during a major ice control event. See Exhibit E for typical ice control routes.

In order to remain cost effective, the Street Division will provide ice control measures at intersections of collector streets, priority streets, residential streets, hills, and curves. Ice control material will also be applied as deemed necessary on residential streets and at the beginning of cul-de-sacs. A variety of ice control products are available and City staff is continually monitoring the effectiveness, environmental impact, and cost of each. The Public Works Superintendent and Street Maintenance Supervisor will determine the appropriate combination of chemicals and sand to effectively control ice in the given weather conditions. Effect on the environment is of the highest priority in selection of ice control products.

The City cannot be responsible for damage to grass or driveways caused by the ice control products and will not make repairs or compensate residents for ice control products damage to turf or driveways.

PARKING ON CITY STREETS

Providing quality snow removal on City streets requires the street to be free of vehicles or other obstacles. Parking on City streets is not allowed after a continuous 2" accumulation of snow for up to 48 hours or until the street is plowed full width, see City Ordinance

602.09.

PLOWING AND/OR SANDING OF PRIVATE PROPERTY

Unless there is direct benefit to the City operations or unless emergency vehicles need access, there will be no plowing or ice control of private property with City equipment.

MAILBOXES

In those instances in which the U. S. Postal Service does not provide door-to-door delivery, it is necessary for property owners to install mailboxes on the city right-of-way immediately adjacent to the street curb. While the installation of mailboxes on City owned right-of-way is permitted, the mailbox owner assumes all risk of damage except where a mailbox is damaged through **direct contact** by snow removal vehicles. If the mailbox is damaged due to **direct contact** by a snow removal vehicle, the City at its option will repair or replace the mailbox. The City will replace with a standard metal mailbox and a 4' x 4' treated post. The City will reimburse up to \$40 provided the owner has contacted the Public Works Superintendent or Street Maintenance Supervisor within 72 hours for verification and authorization. The property owner will be required to submit an itemized statement of materials. Newspaper boxes installed under mailboxes do not allow for snow equipment to pass under and can cause an **indirect** hit to the mailbox. See Exhibit B for City and postal mailbox standards.

A property owner assumes all risks and responsibilities for replacement of mailboxes and supports that are constructed of materials such as, but not limited to, brick and mortar, stone aggregate, ornamental railings, or antique type support.

If a mailbox is damaged due to **indirect contact**, including the force of snow generated by the snow removal vehicle, the City assumes no responsibility. It is necessary for homeowners in this climate to use materials and construct mailboxes that will withstand the force of a snow windrow off the end of a snowplow.

MAIL DELIVERY

The snowplow operators make every effort to remove snow as close to the curb line as practical to provide access to mailboxes for the postal department. It is not possible to provide perfect conditions and minimize damage to mailboxes with the size of equipment the City operates. The final cleaning adjacent to mailboxes is the responsibility of each resident.

LANDSCAPING

Landscaping, including nursery and inanimate materials that are installed by a property owner or encroach on City right-of-way and are allowed by City ordinance will be the responsibility of the owner and the owner will assume all risk. Damage to trees, shrubbery, and other landscaping will not be considered for compensation. The City cannot control drift or discharge of snow from a snowplow or snow blower.

The City will assume no responsibility for damages incurred as the result of snow removal and ice control activities. The City at its option will repair by reseeding or replacing sod that is removed as the result of plowing activities. The City at its option may replace, trim, or remove landscaping including shrubbery, trees, and inanimate objects, which are hazardous to snow removal.

LAWN SPRINKLING, LIGHTING SYSTEMS, AND PERSONAL PROPERTY

The City will assume no responsibility for damage to above the ground or underground lawn sprinkling systems, exterior lighting systems, and similar landscaping installed in City owned right-of-way. The City will assume no responsibility for personal property that is being stored on the City right-of-way.

DRIVEWAYS

One of the most frequent and irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow being accumulated on the plow blade has no place to go but in the driveway. The amount of snow deposited in the driveways may be significant but is unavoidable due to the nature of snow removal. The depth of snow in any given driveway is proportional to the depth of the given snowfall. The City will not clean driveways based on financial restraints and available personnel.

RESPONSIBILITY**Streets:**

The Public Works Superintendent and Street Maintenance Supervisor with assistance from the police department will monitor the street conditions to determine the timing and the number of crews necessary to clear the City maintained public street system.

The Public Works Superintendent, Street Maintenance Supervisor, or in their absence the designated representative, has the responsibility of determining plow routes and sequencing of operations in accordance with the priorities as established in Exhibit A. The Street Maintenance Supervisor or his designee will retain the latitude to adjust sequencing or route assignments based on storm conditions, equipment availability, and/or other conditions warranting changes.

Parking Lots:

The Street Maintenance Division along with the Parks Maintenance Division will monitor conditions in parking lots to determine timing and equipment and staff necessary to provide snow and ice control in city parking lots.

The Street Maintenance Division is responsible for snow and ice control in all parking lots within the City Center Campus, including the City Hall lots, Fire Station #1 lots, maintenance garage lots, and Ice Skating Center lots.

The Parks Maintenance Division is responsible for snow and ice control on all other city parking lots. As in other areas of maintenance, divisions assist each other as available and necessary to carry out snow and ice control operations.

STAFFING

As snow and ice control on city streets and critical parking lots is considered emergency in nature, all maintenance divisions, including streets, utilities, and park maintenance staff will be called upon to ensure all necessary equipment is utilized for each snow and ice event as determined by the Public Works Superintendent or Street Maintenance Supervisor.

COMPLAINTS AND REQUESTS FOR FURTHER SERVICE

Complaints and requests for further services regarding snow and ice control or damage will be taken during normal working hours and handled in accordance with City procedures. Complaint and requests for further services should be directed to Public Works Street Department. Complaints and request for further services will be handled on a priority basis. Response time should not exceed 24 hours after snow has ceased unless conditions or operations prevent the Superintendent or Supervisor to respond. Emergency requests for service should be directed to the Public Works Department at 651-792-7004 during regular business hours or after hours to the Roseville Police Department at 651-767-0640 where on-call staff will be notified to respond. It should be understood that responses are to ensure that the provisions of the policy have been fulfilled and that all residents have been treated uniformly.

REVIEW OF POLICY

The City will keep on file comments and complaints received regarding this policy. This policy will be reviewed annually. The review will consider comments received since the last review.

EXHIBITS

- Exhibit A: Large citywide map with plow routes
- Exhibit B: City and postal installation requirements for mailboxes
- Exhibit C: Snowplow visibility diagram
- Exhibit D: Roadway clearing diagram
- Exhibit E: Map of Ice Control routes, 2-6 routes
- Exhibit F: Map of City Parking lots

Snow Plow Routes

- 106- 11.11 miles
- 107- 9.97 miles
- 109- 11.47 miles
- 112- 10.42 miles
- 122- a-8.68/b-1.51=10.19 miles
- 125- 13.86 miles
- 145- 11.51 miles
- 146- 10.77 miles
- 147- 14.07 miles
- 144- a-3.03/b-6.80=9.83 miles
- 155- 10.41 miles
- 210/111- Civic Center, Oval and Fire Station #1
- Cul-de-sac West Route
- Cul-de-sac East Route
- Cul-de-sac Route 122
- Collector Streets



Prepared by:
Engineering Department
October 24, 2017

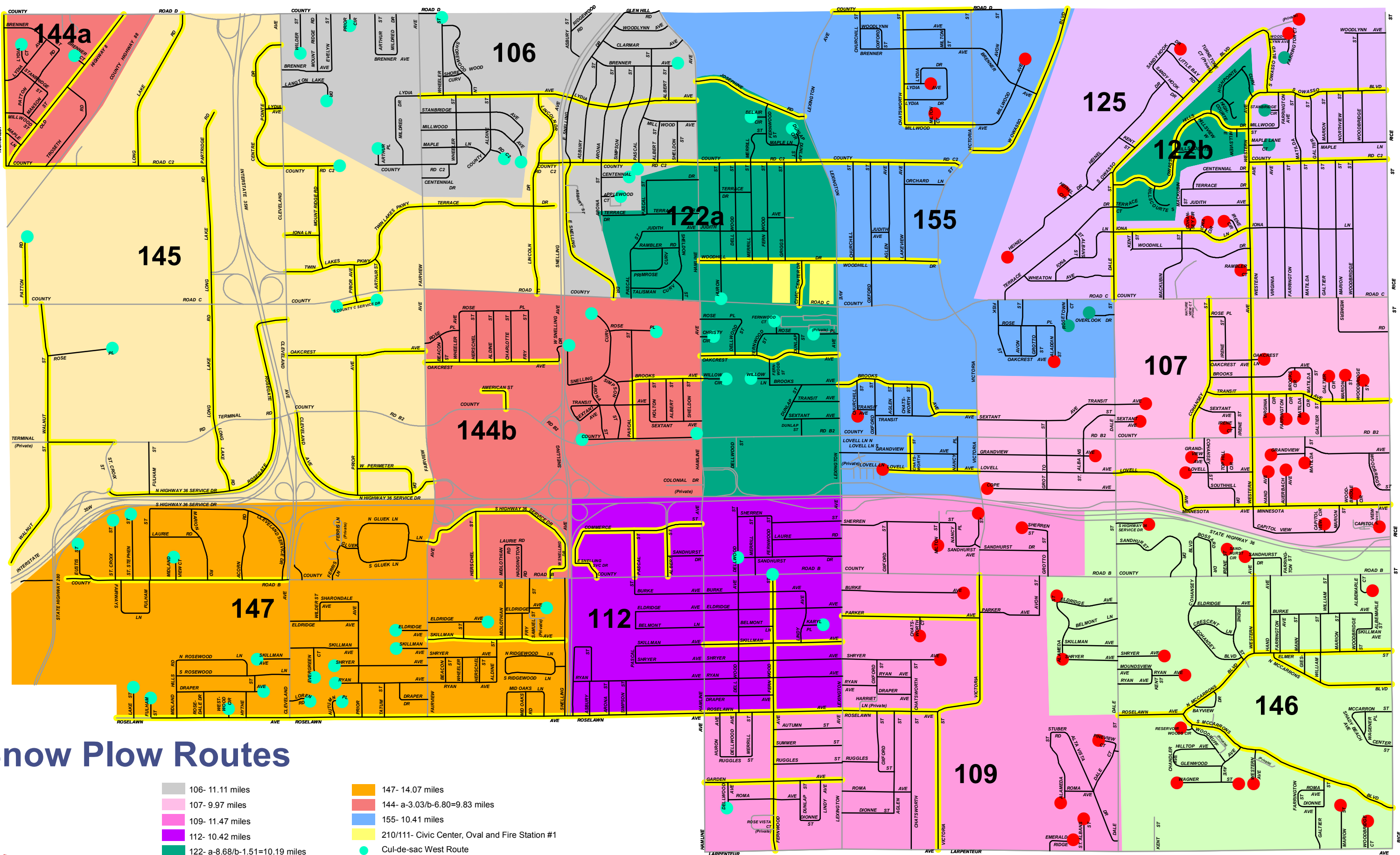
Data Sources and Contacts:
* Ramsey County GIS Base Map (10/3/17)
* City of Roseville Community Development
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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0 500 1000 1500 2000 Feet

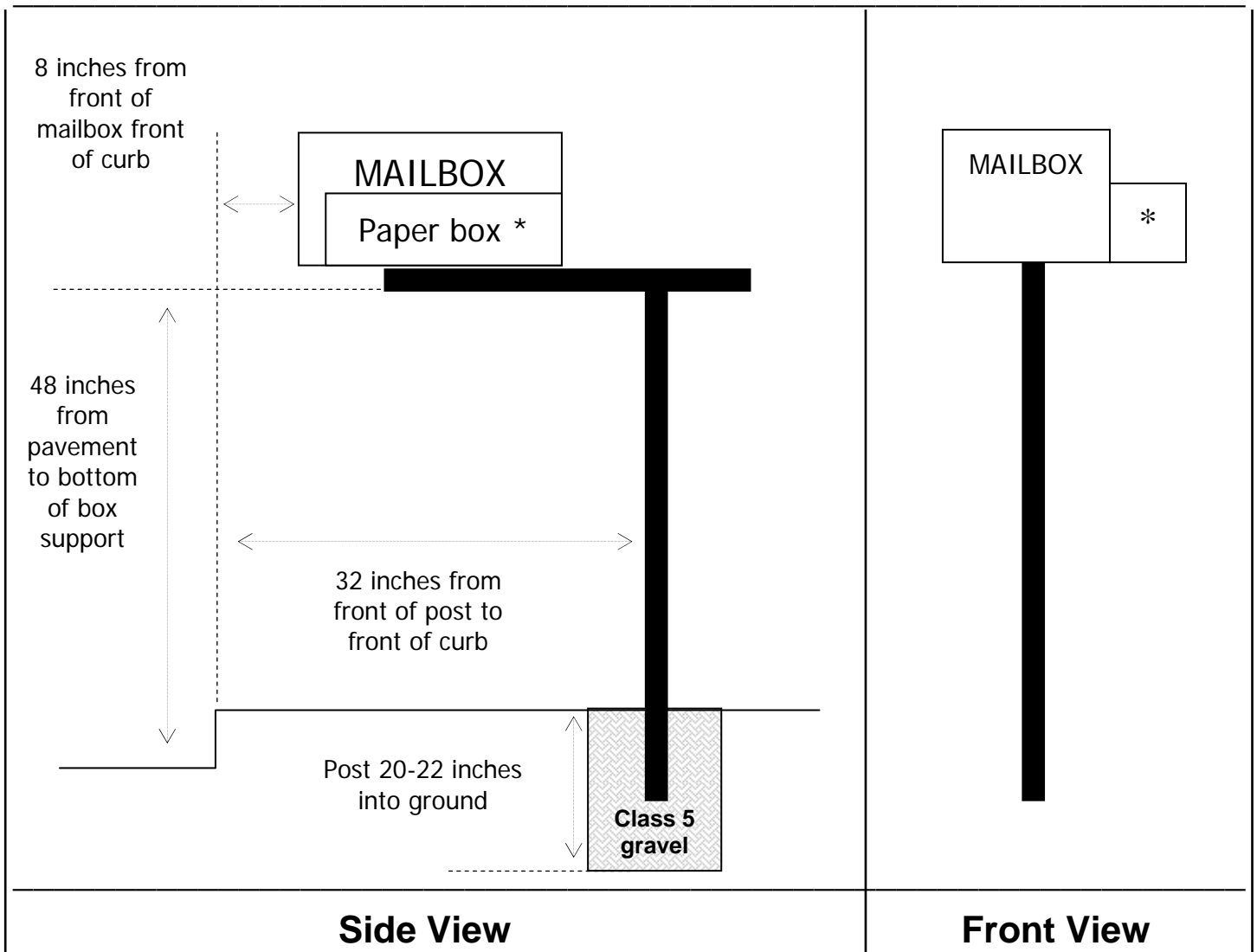


mapdoc: SnowPlowRouteWeb.mxd
map: SnowPlowRouteWeb.pdf





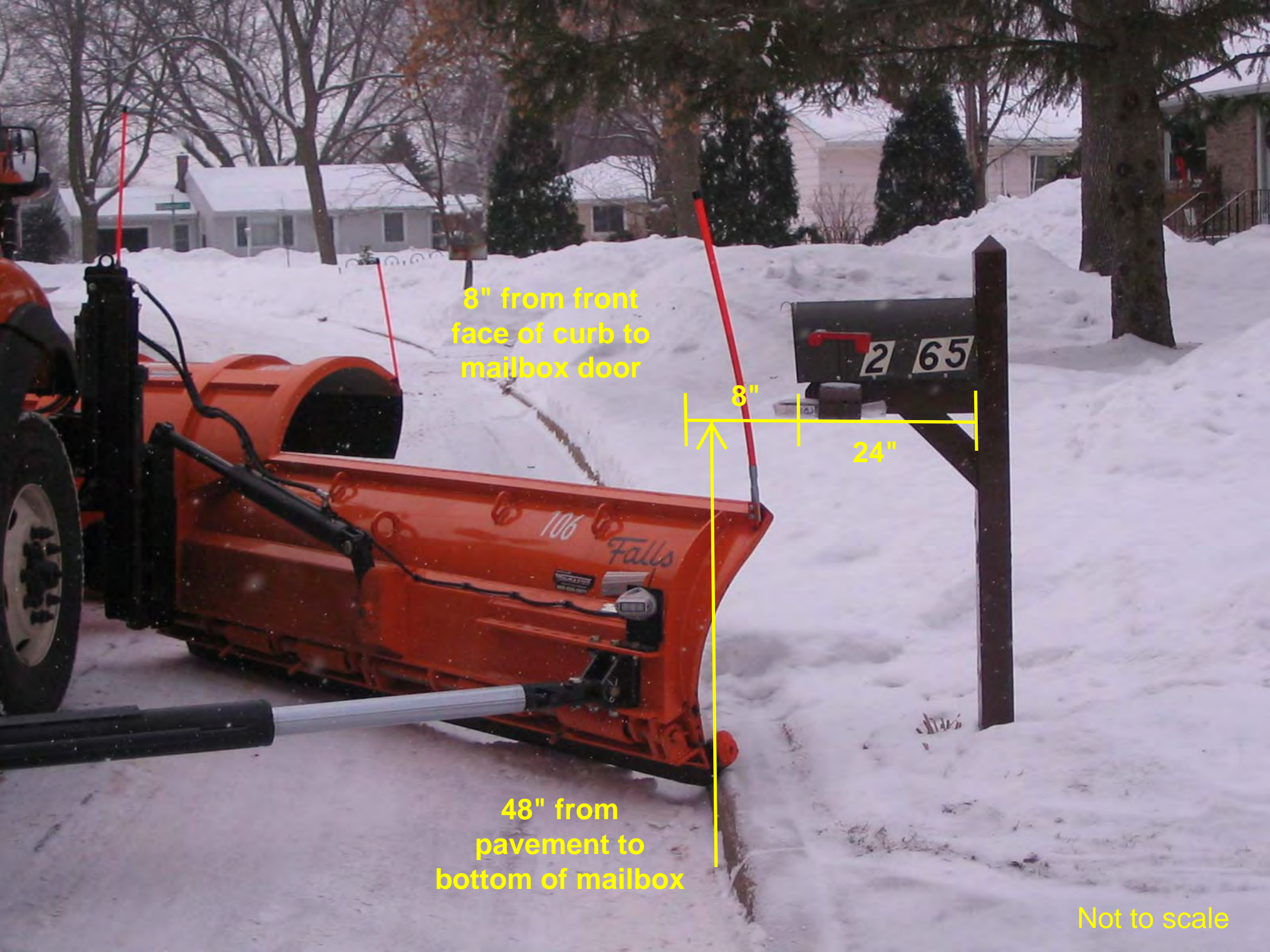
MAILBOX STANDARD INSTALLATION



(Not to scale)

NOTES:

- Box must be located so carrier can serve without leaving vehicle.
- Have box extend as far in front of support post as possible, but 8 inches from front of curb.
- Address must be on side of box from which carrier approaches in letters about 1" high. (Or on front where boxes are grouped.)



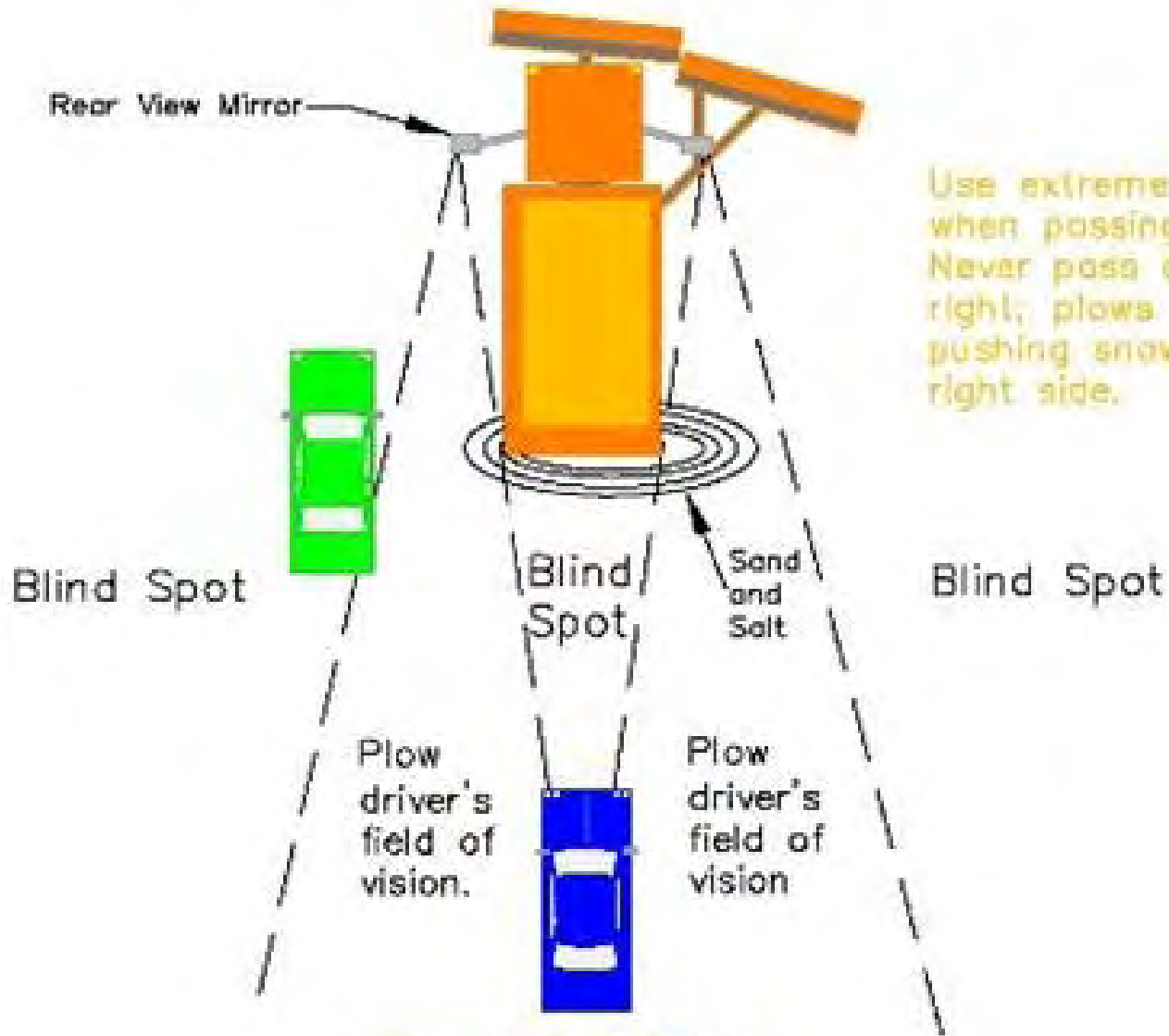
8" from front
face of curb to
mailbox door



48" from
pavement to
bottom of mailbox

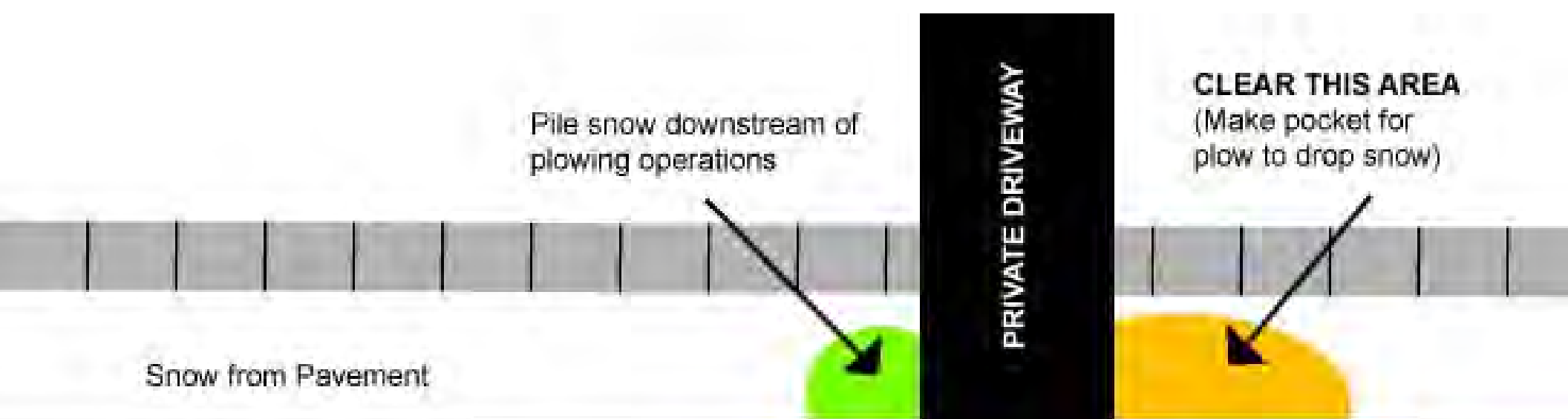
Not to scale

Don't assume plow drivers see you.
Their field of vision is limited.

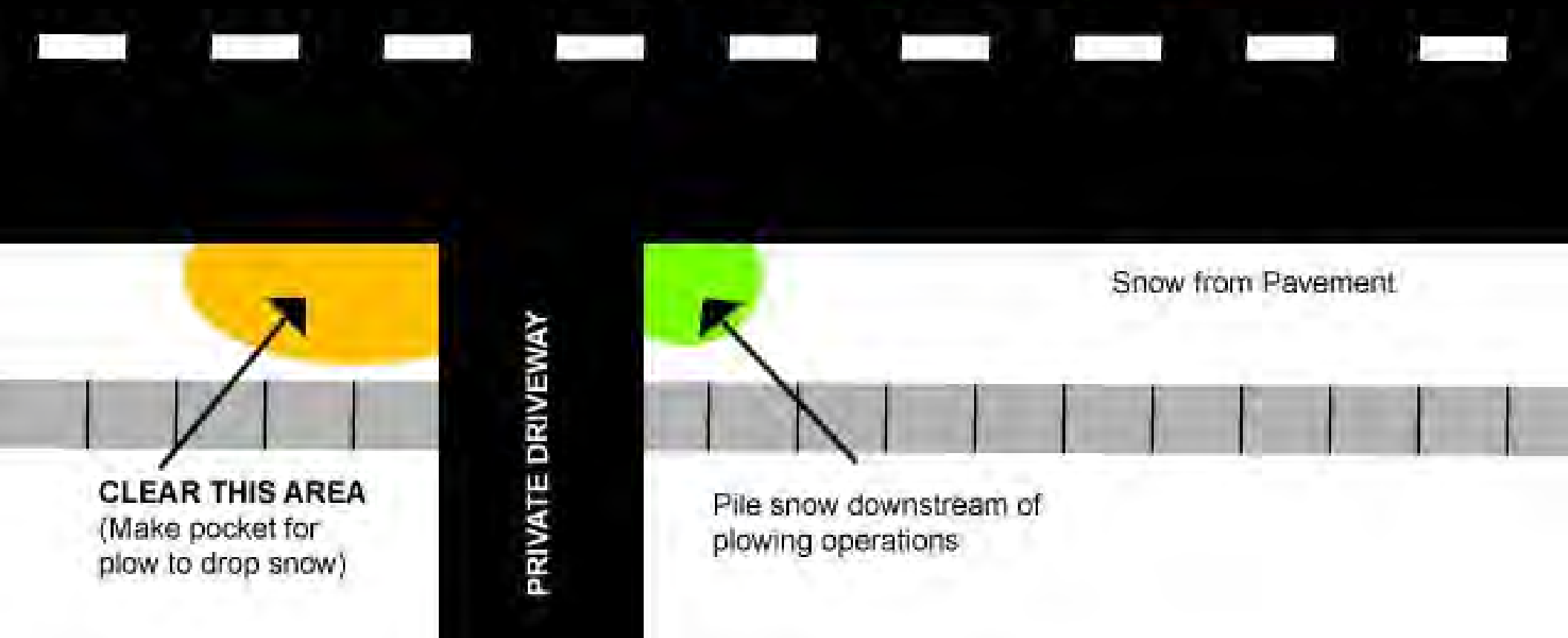


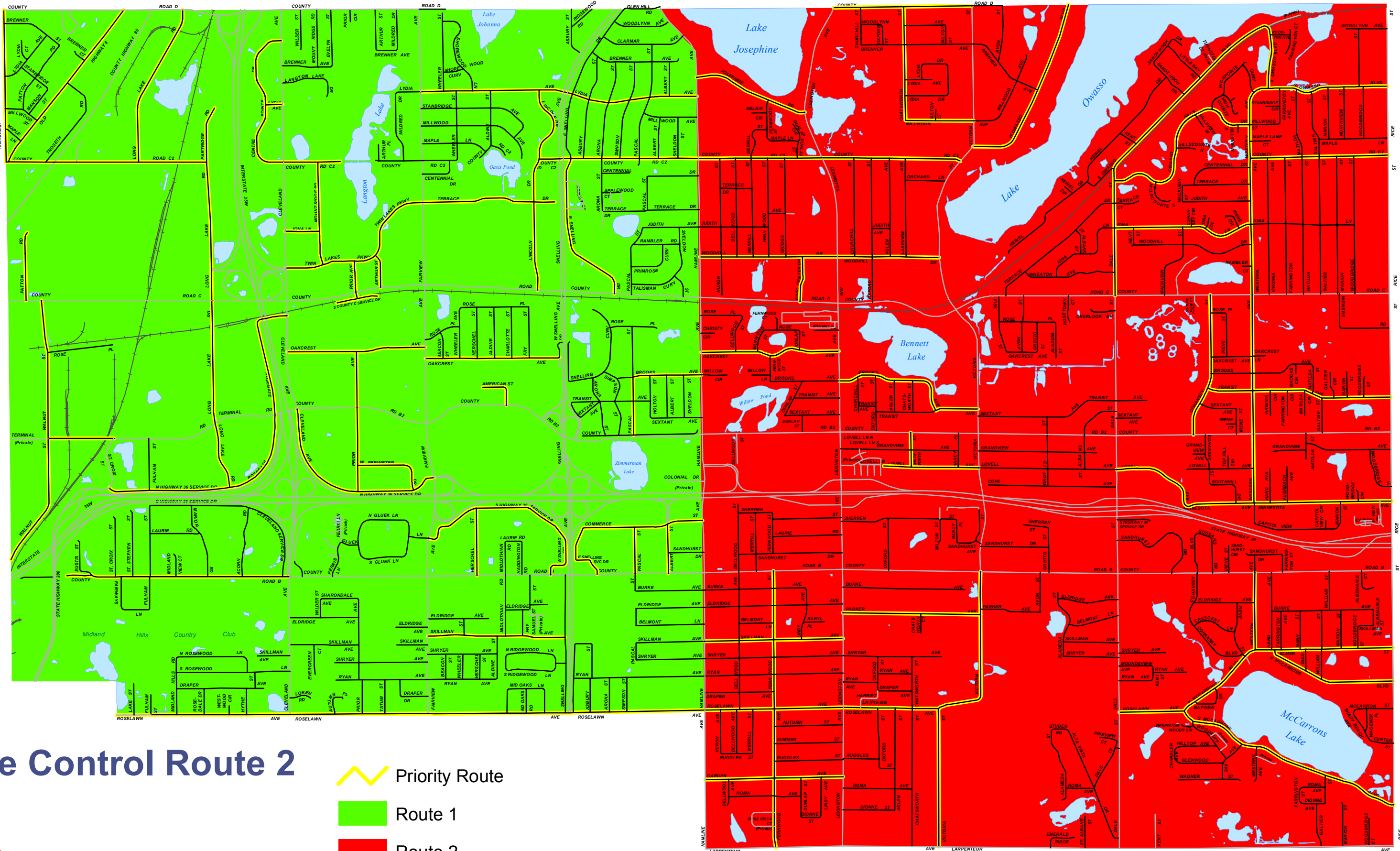
Use extreme caution when passing a plow. Never pass on the right; plows are usually pushing snow to the right side.

Stay back 200 feet.
If you can't see the plow's mirrors, the driver can't see you.






CLEARED ROADWAY AREA





Ice Control Route 2

-  Priority Route
-  Route 1
-  Route 2



Prepared by:
Engineering Department
October 31, 2017

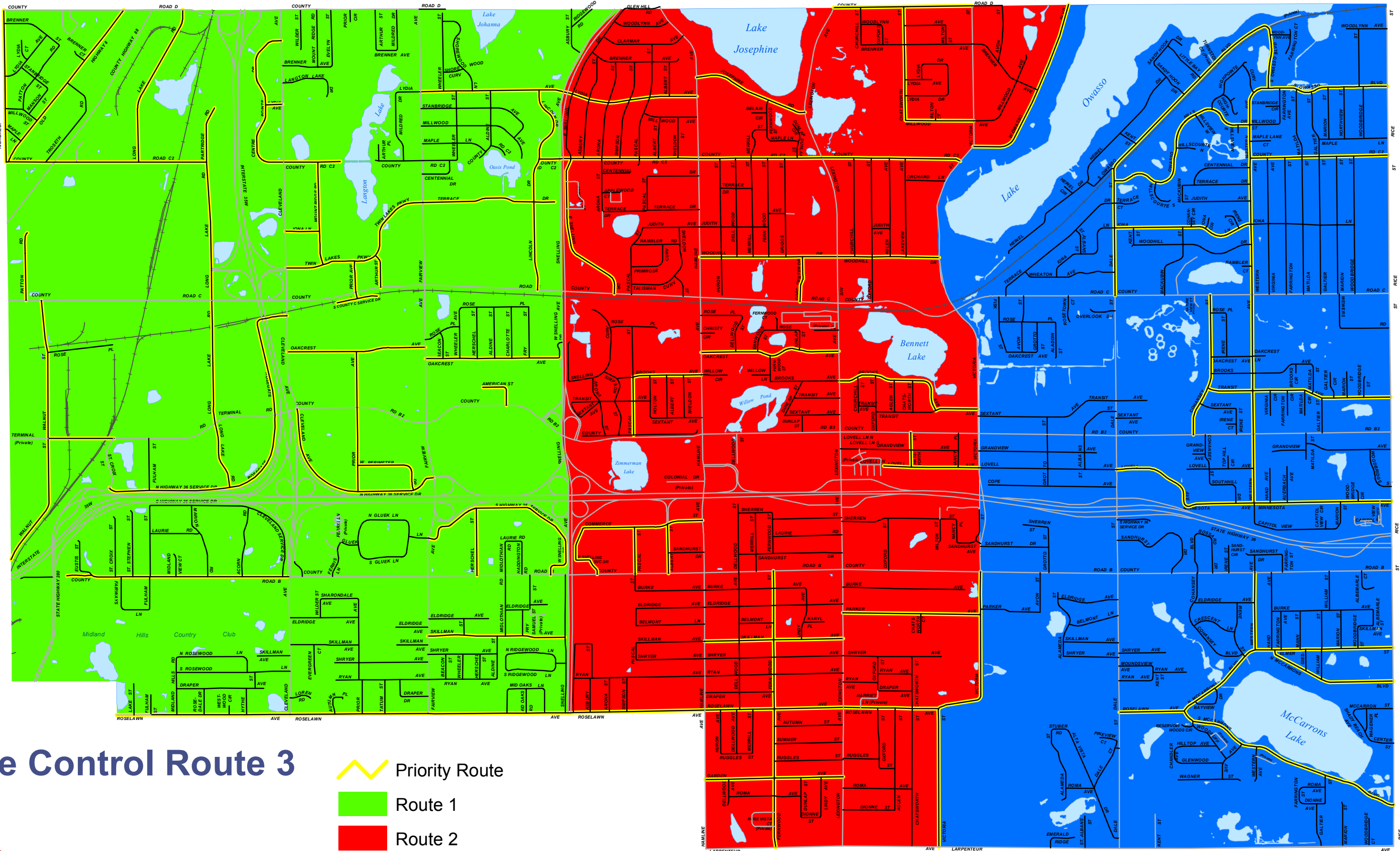
Data Sources and Contacts:
 * Ramsey County GIS Base Map (10/03/17)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
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 2660 Civic Center Drive, Roseville MN

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



mapdoc: IceControl_Routes.mxd
 map: IceControl_Route.pdf





Ice Control Route 3

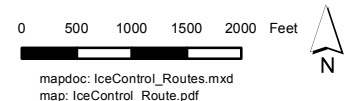
-  Priority Route
-  Route 1
-  Route 2
-  Route 3

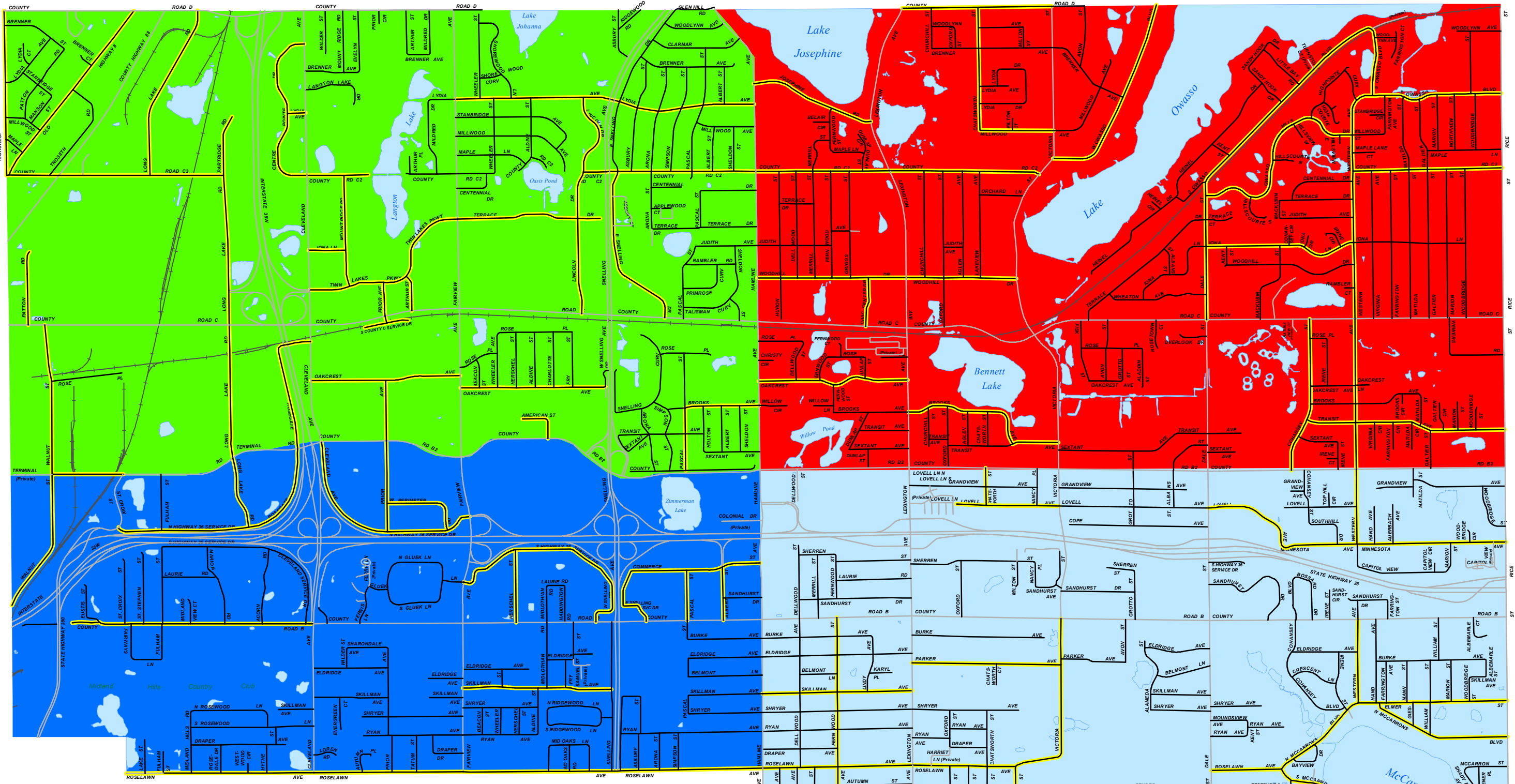


Prepared by:
Engineering Department
October 31, 2017





Data Sources and Contacts:
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Ice Control Route 4

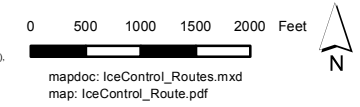
-  Priority Route
-  Route 1
-  Route 2
-  Route 3
-  Route 4

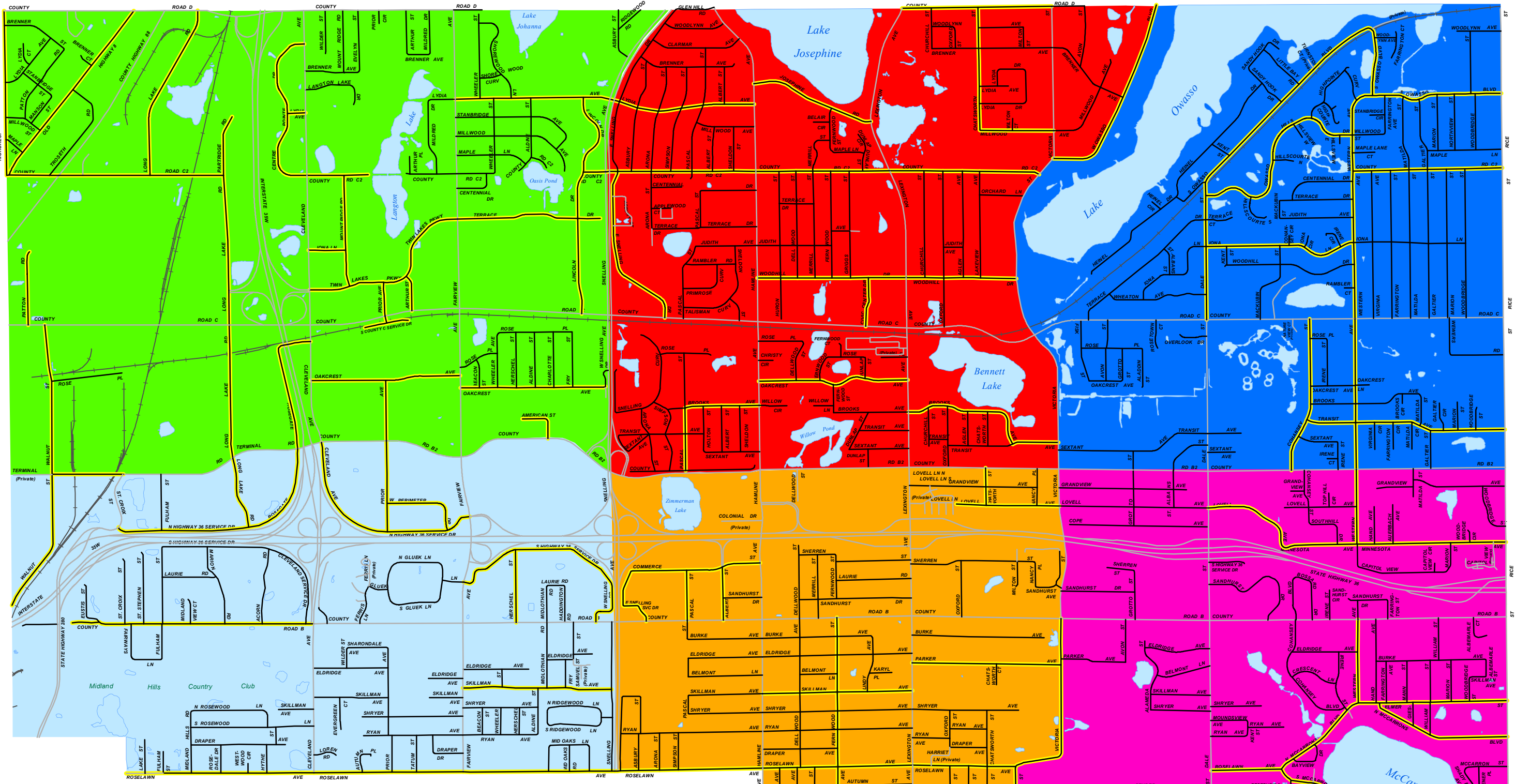


Prepared by:
Engineering Department
October 31, 2017

Data Sources and Contacts:
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 * City of Roseville Engineering Department
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Ice Control Route 6

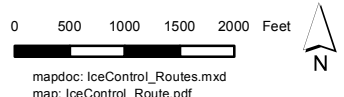
-  Priority Route
-  Route 1
-  Route 2
-  Route 3
-  Route 4
-  Route 5
-  Route 6

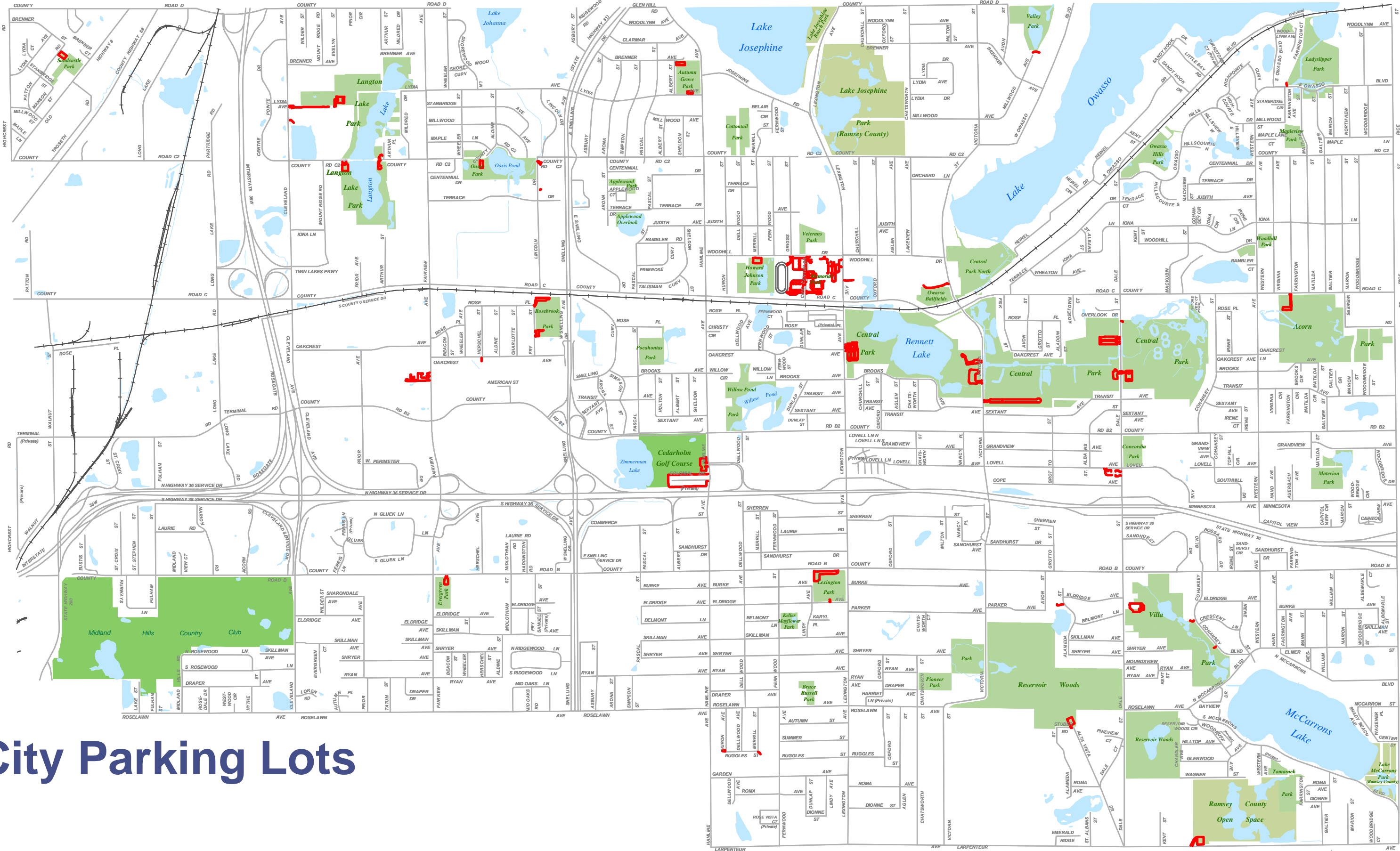


Prepared by:
Engineering Department
October 31, 2017

Data Sources and Contacts:
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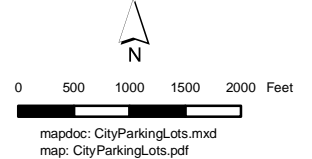
City Parking Lots



Prepared by:
Engineering Department
October 8, 2009

Data Sources and Contacts:
 * Ramsey County GIS Base Map (9/30/09)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
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mapdoc: CityParkingLots.mxd
map: CityParkingLots.pdf

Tally of Snow-Removal Parking Rule Options			
<i>Data is current as of 10/16/2018 and based on 166 all submitted responses</i>			
<u>Options</u>	<u>Primary Option</u>	<u>Secondary Option</u>	TOTAL RESPONSES
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") all year.	6	0	6
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") only during the winter.	16	1	17
No Parking on the street after any noticeable snowfall until snow has been removed.	11	7	18
Use a snow emergency system to alert residents by phone, email, or text when no parking is allowed on the street until snow has been removed.	65	7	72
Continue using the current rules.	63	5	68
Comments/Suggestions/Other	5	0	5
TOTAL:	166	20	186

Tally of Snow-Removal Parking Rule Options			
<i>Data is current as of 10/16/2018 and based on 111 responses starting on 9/14/18 (door hangers distributed the week of September 10th)</i>			
<u>Options</u>	<u>Primary Option</u>	<u>Secondary Option</u>	TOTAL RESPONSES
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") all year.	0	0	0
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") only during the winter.	8	0	8
No Parking on the street after any noticeable snowfall until snow has been removed.	5	6	11
Use a snow emergency system to alert residents by phone, email, or text when no parking is allowed on the street until snow has been removed.	63	5	68
Continue using the current rules.	31	5	36
Comments/Suggestions/Other	4	0	4
TOTAL:	111	16	127

Secondary Option reflects comments where respondents indicated more than one option.

GARE Racial Equity Tool & Engagement Process

Snow event parking rules

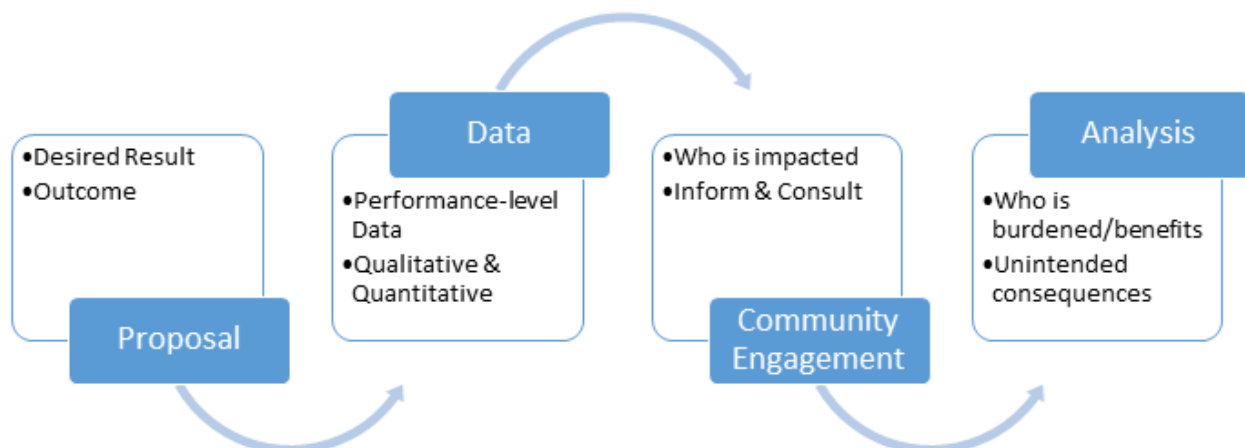
At the May 14, 2018 meeting, Council discussed the City's parking regulations during snow events. This was in response to some resident concerns of vehicles not being moved during snow events resulting in snow removal challenges. At that meeting, Council discussed several alternatives to the City's current policy which restricts parking "on any street for a period of 48 hours commencing immediately after any two inches or more continuous snowfall or until snow removal has been completed on any street, whichever occurs first." Prior to making a decision, Council asked staff to seek further input from the community regarding this policy.

The Process

Communications staff worked with Public Works and developed a survey to gather input from the entire community, and included it in the July/August City Newsletter. A website was set up allowing residents to provide feedback through an electronic form. In addition, the GARE team felt this was a good opportunity to use the tools and skills they have learned and developed over the past several months to look to integrate a racial equity lens in policy development. Specifically, the team sought to use a racial equity tool to bring awareness to, and understanding of what kind of impact this policy would have on racial equity in the community.

Racial equity tools are designed to integrate explicit consideration of racial equity into decisions, including policies, practices, programs and budgets. It is both a product and a process. Use of a racial equity tool can help to develop strategies and actions that reduce racial inequities and improve success for all groups. When racial equity is not explicitly brought into operations and decision-making, racial inequities are likely to be perpetuated. In addition, other engagement processes can incorporate this tool.

The Racial Equity Tool is designed around a process:



It consists of a series of questions:

1. **Proposal:** What is the policy, program, practice or budget decision under consideration? What are the desired results and outcomes?
2. **Data:** What's the data? What does the data tell us?
3. **Community engagement:** How have communities been engaged? Are there opportunities to expand engagement?
4. **Analysis and strategies:** Who will benefit from or be burdened by your proposal? What are your strategies for advancing racial equity or mitigating unintended consequences?
5. **Implementation:** What is your plan for implementation?
6. **Accountability and communication:** How will you ensure accountability, communicate, and evaluate results?

The GARE team used these steps to approach the topic of the snow event parking rule policy. Specifically, the team outlined what they believed to be the desired result (Step 1):

“All roads are plowed safely and efficiently to provide accessibility for all residents after a snow event.”

It should be noted that the GARE group discussed other desired results statements such as “reducing the number of tickets issued each snow event”, or “ensuring all residents are aware of the parking rules”. However, each of these statements would potentially have different outcomes from the current results.

Next, the GARE group examined the data that the city currently had which included (Step 2):

- The number of citations issued over the last 3 years
- The number of snow events in 2018
- The number of vehicles towed
- Cost of a citation
- Location of citations

In examining the data, the group discussed the impacts the policy may have, in addition to what the data currently tells us about existing racial inequities. The data showed that the majority of citations were issued around locations with multifamily housing. Because this policy tends to have a large impact on those geographic areas, the GARE team decided a targeted approach on engagement was necessary. (Step 3) This approach was meant to use the “consult” approach on the engagement spectrum for residents that were being impacted.

The GARE team designed an approach that both informed residents of the current policy, and actively sought resident input. The intent of this approach was to listen to concerns or ideas, and eventually provide feedback on how their input was used in decision making.

Using the data that was available on citations issued, staff identified the top locations for outreach – all of which were multifamily housing locations. Staff reached out to apartment complex landlords and inquired about the languages spoken and the best method to contact residents. With this information, staff created door hangers in 3 languages (English, Somali, Spanish) that allowed residents to simply tear off the bottom half and drop it in the mail with their opinion. The door hangers were then hand-delivered to each location and hung on doors.

The Results

Prior to the door hangers being delivered, the city received 53 responses to the survey.

Type of Response	Number
Email	10
Voicemail	3
Online	38
In-Person	1
Written (letter)	1
Total	53

After the postcards were delivered staff received an additional 105 responses.

Type of Response	Number
Email	2
Online	15
Postcard	87 (2 in Somali)
Total	105

There were a total of 1,430 door hangers delivered, including 372 in Somali and 105 in Spanish. Based on these numbers, the response rate for the postcards was approximately 7.3%.

The responses received prior to the postcards heavily favored keeping the current rules, while the responses received from the postcards favored a snow emergency notification system followed by a preference for the current rules.

Tally of Snow-Removal Parking Rule Options

Data is current as of 10/1/2018 and based on 149 responses

<u>Options</u>	<u>Primary Option</u>	<u>Secondary Option</u>	TOTAL RESPONSES
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") all year.	6	0	6
No parking on the street for part of every night (like, "No parking from 2:00 a.m. to 6:00 a.m.") only during the winter.	16	0	16
No Parking on the street after any noticeable snowfall until snow has been removed.	11	7	18
Use a snow emergency system to alert residents by phone, email, or text when no parking is allowed on the street until snow has been removed.	58	7	65
Continue using the current rules.	60	5	65
Comments/Suggestions/Other	5	0	5
TOTAL:	156	19	175

GARE Team Analysis

Without this specific focus on ensuring those impacted most have an opportunity to be heard, the city would likely not received these responses, and the opinions of the survey would have

looked significantly different. (Step 4) Many current inequities are sustained, not intentionally but by historic legacies, structures and systems that repeat patterns. Using this racial equity tool is an important step to address equity through engagement and it can explicitly integrate racial equity into the city's operations. The earlier we use a racial equity tool, the better. Using a racial equity tool early in the policy-making process ensures that opinions from all of Roseville are considered and policies achieve their defined community-wide goals.

Next Steps & Review of Process

Part of effective engagement is evaluating the process after it is completed to see if the intended results were achieved. There are some things that the group has learned throughout this process:

- It is important that there is a structure in place organizationally to work through the steps of a racial equity tool. Developing this structure in a sustainable manner will be key to operationalizing racial equity throughout the organization. The GARE team is working through this and intend to have something included in the forthcoming action plan to sustain, and improve these efforts in 2019 and beyond.
- In addition, some of the data gathered was only able to be gathered because our Police Department had already established relationships with many of the apartment complex landlords. These relationships within the community, particularly with groups that have historically been under-voiced or underrepresented in government, are key.
- In order to do meaningful engagement, we must build in sufficient time prior to decisions and allocate sufficient resources. For example, the material cost for this outreach was approximately \$1,000. This does not include the staff time that went into the data collection, data analysis, policy review, process planning, delivery of door hangers, or the follow-up to review the engagement results. In addition, the process took longer than anticipated, although some of that could be attributed to it being a new process.
- Once a decision has been reached by the City Council (Step 5), it is important to follow up with those who provided feedback. Engagement best practices encourage communication on what the decision was, and how the feedback that was provided was used in the decision making process. (Step 6).

Given the information provided above, the GARE Racial Equity Toolkit provided insight into the snowplow policy question that likely would not have been obtained by other methodology. Although it was the City's first attempt at utilizing the GARE Racial Equity Toolkit, the lessons learned and information gathered through the process offer an important starting point to further use of the Racial Equity Toolkit to ensure that Roseville is and continues to be a welcoming and inclusive community for all.

City Seeking Winter Parking Feedback

The City Council discussed possible changes to Roseville's parking regulations during winter snow events at a meeting in May and now it would like to hear from you.

Currently, City Code prohibits parking on any street for a period of 48 hours after two inches or more of continuous snowfall or until snow removal has been completed on that street.

The City Council is looking for feedback on the following options:

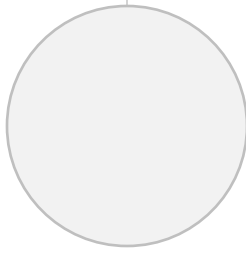
- A seasonal overnight parking restriction (likely 2:00 to 6:00 a.m.)
- Year round overnight parking restriction
- Removing the 2-inch threshold from the current city code, making parking restricted after any snowfall

- Using a Snow Emergency system to restrict parking after official notice

The city is interested in your opinion on this topic. Do you like the current rules or would you like to see something different?

The city has created a webpage at www.cityofroseville.com/winterparking with more information on this subject as well as an online form for residents and businesses to submit their feedback. You can also call 651-792-7193 or email publicworks@cityofroseville.com with your comments.

The City Council plans to revisit this issue at an August or September meeting and may implement new rules for the 2018-19 winter season. If you would like to be notified of the council discussion, sign up to receive notices at www.cityofroseville.com/receiveupdates.



Possible Changes To Snow-Removal Parking Rules

Roseville wants your opinion about parking vehicles on a street when snow needs to be removed.

Currently, when two or more inches of snow has fallen, parking is not allowed on any street for 48 hours or until snow has been removed from the width of the street.

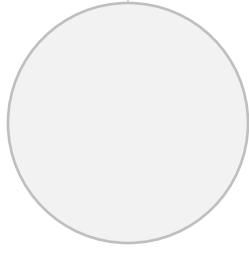
The City of Roseville is considering options to improve snow removal practices. We want to know which option works best for you. To give your opinion you may:

- Fill out the online form: www.cityofroseville.com/3241/Winter-Parking-Feedback
- Leave a message at 651-792-7193
- Send an email to publicworks@cityofroseville.com
- Check the option you prefer, write any other comments in the space at the bottom, and look on the back of this notice for instructions to mail this page to Roseville staff.

Snow-Removal Parking Rule Options

- No parking on the street for part of every night (like “No parking from 2:00 a.m. to 6:00 a.m.”) all year
- No parking on the street for part of every night (like “No parking from 2:00 a.m. to 6:00 a.m.”) only during the winter
- No parking on the street after any noticeable snowfall until snow has been removed
- Use a Snow Emergency System to alert residents by phone, email, or text when no parking is allowed on the street until the snow has been removed
- Continue using the current rules

Other Snow-Removal Parking Rule Comments



Tear off the postcard and put it in the mail. No postage is required.

Pre-Paid
Business
Reply
Postage

City of Roseville
Public Works Department
2660 Civic Center Drive
Roseville, MN 55113

CITY OF BLOOMINGTON, MN**CITY CODE (excerpts)****§ 8.45 AUTOMATIC PARKING BAN AFTER SNOWFALL.**

No person shall park any [motor vehicle](#) on any public right-of-way in the city or permit any [motor vehicle](#) to remain on any public right-of-way in the city for a period of 48 hours commencing immediately after the National Weather Service has announced that three inches or more of snow has continuously fallen, or until snow removal comprising the full width of the public street has been completed, whichever occurs first.

(1958 Code, § 146.02) (Ord. 69-68, passed 8-4-1969; Ord. 91-75, passed 11-18-1991; Ord. 95-22, passed 11-20-1995; recodified by Ord. 2013-9, passed 4-1-2013)

§ 8.46 DECLARED SNOW EMERGENCY.

No person shall park any [motor vehicle](#) on any public right-of-way in the city or permit any [motor vehicle](#) to remain on any public right-of-way in the city for a period of 48 hours commencing immediately after the city has declared a snow emergency and provided public notice of the same on the city website and on the city's snow emergency hotline, or until snow removal comprising the full width of the public street has been completed, whichever occurs first.

(1958 Code, § 146.03) (Ord. 91-75, passed 11-18-1991; Ord. 95-22, passed 11-20-1995; recodified by Ord. 2013-9, passed 4-1-2013)

§ 8.47 REMOVAL OF ILLEGALLY PARKED VEHICLES.

Any [motor vehicle](#) parked in violation of this code is deemed to be a nuisance that interferes with snow removal from public rights-of-way. In accordance with the *Bloomington Police Department Manual*, Patrol Procedures 306 and 316, any law enforcement officer may follow the orange tag procedure to cause the removal of any such vehicle by means of towing. The removal of illegally [parked vehicles](#) shall not preclude prosecutions for violations of any provision of this [Division D](#).

(1958 Code, § 146.04) (Ord. 69-68, passed 8-4-1969; Ord. 71-29, passed 5-17-1971; Ord. 91-75, passed 11-18-1991; Ord. 95-22, passed 11-20-1995; recodified by Ord. 2013-9, passed 4-1-2013)

Snow Plowing and Removal



The St. Louis Park Public Works staff is committed to providing and maintaining safe and passable streets, alleys, sidewalks and trails throughout the community.

Snow emergencies

The city declares snow emergencies for major snow events of three inches or more. During a snow emergency, you must park your vehicle off the street to avoid ticketing and towing until the street is plowed to the curb. Visit the parking page to learn how you can be notified if a snow emergency is in effect, winter parking exemptions, how to get a winter parking permit and what to do if you are ticketed or towed.

There are some areas within the city where on street parking is allowed during the first 24 hours after a snow emergency has been declared. View the winter parking exemptions map to locate the areas that are exempt.

How will I know if a snow emergency is in effect?

The city announces snow emergencies on this website and in local media. You can also use any of the following to find out if a snow emergency has been declared:

- Sign up for ParkAlert, St. Louis Park's citizen notification system. The system automatically calls all phone numbers listed in the white and yellow pages, but signing up lets you choose how you want to be contacted. Choose text messages, emails, cell phone calls, land line calls or all of the above.
- Download the myStLouisPark app for Apple or Android. The app will display an alert when a snow emergency is in effect.
- Follow the city's social media sites: Facebook, Twitter and Nextdoor.
- Call the winter parking hotline at 952.924.2180.

Guidelines

1. Three inches of snow is the guideline for declaring a snow emergency. Once the three-inch threshold is met, day or night, vehicles must be moved off the street.
2. In an effort to be proactive whenever possible, the city uses a combination of available forecasts and can declare a snow emergency in advance of a storm. Example: Leading forecasts call for the city to receive 4 to 7 inches of snow between 6 p.m. and 11 p.m. on Dec. 15. The city would proactively announce during the evening of Dec. 15 that a snow emergency will be in effect at 11 p.m. Dec. 15.
3. Vehicles parked on a street during a snow emergency are subject to ticketing. If your vehicle remains on the street 12 hours after it's ticketed, it will be towed.
4. The snow emergency will remain in effect until your street is plowed to the curb. As soon as your street is plowed to the curb, you may again park vehicles on the street.

5. Snow removal operations are not changing. The city will provide the same high-quality service following the same pattern it has in the past — plowing main roads and then moving into neighborhoods.
6. The new proactive approach also provides additional flexibility. If the city received three back-to-back snow events of two inches each for three days, for instance, it could declare a snow emergency if needed to plow streets. Or, in the spring if there is more than three inches of snow predicted, but also high temperatures the following day that would likely melt the snow, the city could decide not to call a snow emergency.

Plowing operations

Plowing operations begin between 12 – 5 a.m. depending on the amount of snow expected and the duration and intensity of the storm. High volume streets are plowed first due to traffic volume and access for emergency vehicles. All remaining residential streets and cul-de-sacs are plowed second. In an average snowfall, the goal of city crews is to clear high-volume streets by the morning commute, and residential streets and cul-de-sacs by noon. View the [snow plow routes map](#) to see which streets are main plow routes and which are residential.

Crews will continue cleanup on the second day where vehicles have moved, drifting has occurred and widening of the streets is necessary. Heavier snowfalls may require multiple day efforts for the initial plow and cleanup efforts.

Trail, sidewalk and alley snow removal

Sidewalks

Sidewalk snow removal efforts begin after one inch of snow accumulation. After heavier storms, multiple snow removal efforts may be required, which may require an additional day.

There are 116 miles of sidewalks within the city, which are broken into two classifications — community or neighborhood. The city maintains over 52 miles of community sidewalks. We ask that residents and property owners assist, whenever possible, to maintain the remaining 64 miles of neighborhood sidewalks.

[Sidewalk and trail snow removal map](#)

Trails

There are approximately 37 miles of trails within the city. The city plows roughly 30 miles of trails, including eight miles of regional trails and 23 miles of park trails. The majority of the remaining six miles of trails that are not maintained are within the Westwood Hills Nature Center.

Alleys

Alley snow removal efforts begin after one inch of snow accumulation. After heavier storms, multiple snow removal efforts may be required due to the volume of snow and limited areas for the snow to go. Please refrain from pushing/blowing snow back into the alley. This is against city ordinance and can cause driving issues for others using the alley.

Ice control practices

The city's snow removal/ice control policy provides direction for snow/ice removal activities and establishes priorities for how this is accomplished. Learn more about the city's [snow and ice removal practices and strategies](#).

Salting strategies

The city has not established a "bare pavement" or ice-free (safety) requirement. The city uses an industry-proven salting strategy that balances financial and environmental responsibility to achieve safe driving surfaces for the public. Learn more about the [City of St. Louis Park's salting strategies](#).

Winter plow damage

Snow removal from streets, alleys and sidewalk may cause property damage even under the best circumstances and care on the part of the operators. The city accepts responsibility and will replace or repair mailboxes if the damage was done from physically being struck by the plow blade, wing or other piece of equipment. Mailboxes should be constructed sturdy enough to withstand snow rolling off a plow or wing. Therefore, damage to mailboxes resulting from the weight of the snow is the responsibility of the homeowner. The concept applies for damages to fences, trees or other structures. Grass areas on the public right of way that was scraped or gouged by city equipment will be repaired by a top dressing of black dirt and grass seed once the weather allow for repairs, usually late April. Residents are responsible for watering, if necessary, the areas that have been repaired.

You can report any plow damage to your yard by contacting the public works department. Staff will evaluate the damage and make necessary repairs.

Report an issue

Report a snow plowing or removal issue through [myStLouisPark](#).

Contact

Public works division

952.924.2562

CITY OF ST. LOUIS PARK, MN

CITY CODE (excerpts)

Sec. 30-158. Snow removal parking restrictions.

(1) Definition of Street: Street as used in this section shall mean the entire right-of-way, including sidewalks, boulevards, curb and gutter as well as the traveled portion of any City street, alley, highway, thoroughfare, county road, or state highway within the City of St. Louis Park.

(2) Snow Fall Parking Restrictions:

- a. Except as provided in Subparagraph (b) and (c) herein, no person shall park a vehicle on any public street at any time when the city declares a snow emergency, until the snow emergency has been cancelled by the city or the street has been plowed to the curb.
- b. The City Manager or designee is authorized to establish and maintain a listing of the public streets which are not subject to the snow emergency parking ban. The exempted streets will generally be high density residential streets without or very limited off-street parking.
- c. The City Manager or designee is authorized to issue parking permits allowing on-street parking in front of the permittee's residence when the snow emergency parking ban is in effect. The permits may only be issued to City residents who do not have off-street parking available to them. No more than two no fee vehicle permits will be issued for each residential dwelling unit.
- d. The City Manager or designee may authorize the issuance of up to two additional parking permits for a fee, as set by Council, when either the residential dwelling does not have adequate off-street parking or does not have any off-street parking and the permits for more than two vehicles is determined to be appropriate. One parking permit for a caregiver vehicle may be approved in accordance with this section. Each permit issued under this section will be for an identified vehicle and must be displayed on such vehicle. Vehicles with permits must be parked in front of the permittee's residence.

TRAFFIC AND
VEHICLES

- (3) Obstruction of Street by Private Snow Plowing Removal Prohibited. No person shall deposit any snow or ice, plowed or removed from private property, onto a public street.
- (4) Parking Interference with Clean-Up Snowplowing. No person shall park any vehicle on a public street within 50 feet of any area of a public street which is unplowed after City equipment has previously plowed snow and ice from other portions of said street, nor otherwise park in such a manner as to interfere with City clean-up snowplowing operations.
- (5) Off-Street Parking Areas and Private Streets. No person who is an owner or manager of the premises shall allow or permit snow and ice accumulation in an area of required off-street parking under the provisions of the Zoning Ordinance or a special permit issued thereunder or private streets established under a special permit in such a manner as to reduce such private street area or the number of parking stalls available for such use, commencing 24 hours after the cessation of snowfall.
- (6) Special Posted Snow Removal Parking Restrictions. In addition to the snow emergency parking ban set forth in Subsection (2) herein, the City Manager or designee is authorized to post no parking signs for snow removal along public streets of the City where snow removal operations will require the use of the entire width of the street by snow plowing and snow removal equipment. Such signs shall be posted at frequent intervals at least four (4) hours prior to the time when snow removal commences on the street so posted, and such signs shall be removed promptly after completion of the snow removal operation. Snow removal shall be done on any street so posted as soon as possible following a lapse of four (4) hours after posting the signs. No person shall park any vehicle, nor leave any vehicle which was parked at the time of posting for a period of more than two (2) hours thereafter, of any block on any street so posted during the time the said signs are posted thereon, and it shall be unlawful for any person other than an authorized representative of the City or Police Department of the City to remove said signs.
- (7) Public Safety Parking Restrictions. The City Manager or designee is authorized to impose parking restrictions on City streets as necessary in the event curbside snow accumulations cause streets to become impassable to emergency vehicles or snow removal equipment in conjunction with on-street parking.
- (8) Towing of Vehicles. In addition to the penalty provision imposed for a violation of this section, vehicles parked on a public street in violation of any provision of this section may be towed and impounded.

(Code 1976, § 10-315; Ord. No. 2251-03, § 1, 10-7-2003; Ord. No. 2460-14, §1, 11-28-14)

search site

Home>Residents>Snow Removal Information

Print email Share

Residents

- Adopt a hydrant
- Emerald Ash Borer
- Housing and Your Property
- Mayor's Award
- New residents
- Neighborhoods
- National Night Out
- Library
- Parking and vehicles
- Pets and animals
- Recycling and Garbage
- Restaurants
- Road Construction Projects
- Safety tips
- Schools
- Snow Removal Information
- Water and Utilities

Snow Removal Information

[View the snow plowing map](#)

Don't get towed when it snows

The city is enhancing safety and helping people get around Brooklyn Park during the winter months by piloting a new Snow Emergency Parking ordinance.

In effect October 15 through April 15, the Snow Emergency Parking ordinance gives the city the authority to declare a snow emergency parking ban when snow, sleet, ice or snow drifts have created dangerous road and travel conditions.

When a snow emergency event is called, vehicles may not park on city streets until the full-width of the street has been plowed.

Vehicles left on city streets after a snow emergency is call will get a citation (ticket) and will be towed to an impound lot. The owner of the vehicle is responsible for all fees associated with snow emergency citation, towing and storing operations.

Vehicles need to be off the city streets, so crews can clear the streets quickly and motorists, school buses, fire trucks, ambulances and police vehicles can get to where they need to go, safely.

Stay informed of snow emergencies

- Online—on this website
- [Facebook](#)
- Email—[Subscribe to snow emergency notifications](#) to get an email message when a snow emergency is called
- Local TV and radio—local radio and TV stations will be notified when a snow emergency is declared in Brooklyn Park, but the stations do not guarantee the announcement will be broadcast.

Email Updates

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

Subscription type

Email

*Email address

Submit

RECREATION & PARKS



UTILITY BILLING



BUSINESS & DEVELOPMENT



MEETING AGENDAS & MINUTES



FORMS, PERMITS & LICENSES



MAPS



NEIGHBORHOOD LOOKUP

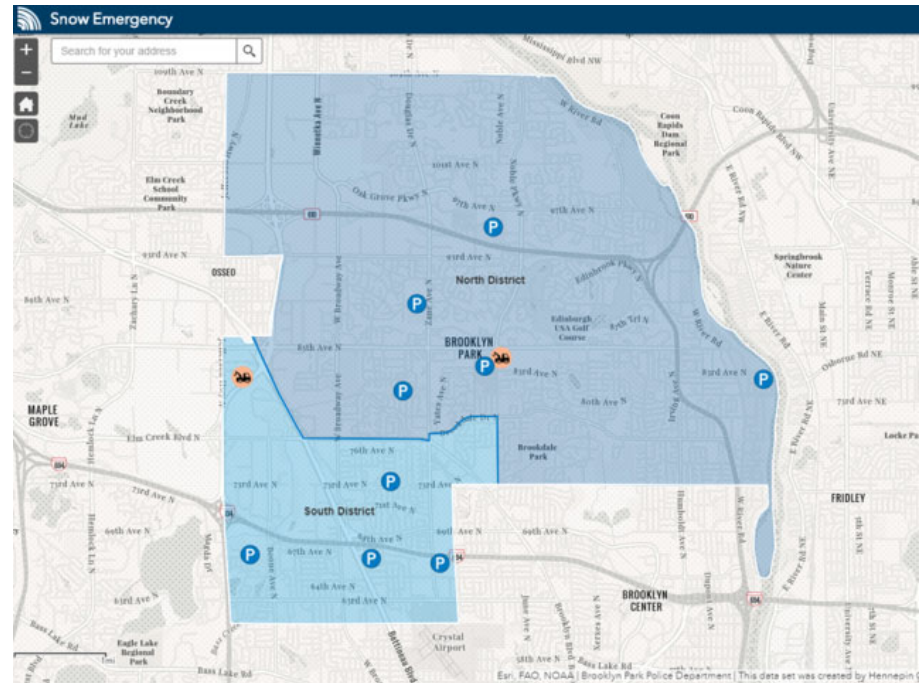


CONNECT With Us

Snow Emergency Parking Lots and Impound Lots

If you don't have access to off-street parking during a snow emergency, the City is providing space at various parks parking lots. Click on the parking icon on the map below for address information. Remember you may only park there for 24 hours. After that your vehicle may be considered abandoned and may be towed.

If your vehicle was towed, click on the map and type in the address from where your vehicle was towed to find the impound lot where it was towed to. Basically if a vehicle is towed from a city street in the north district, it will be towed to the impound lot at Cardinal Towing, 8400 Noble Avenue. If a vehicle is towed from a city street in the south district, it will be towed to the impound lot at Citywide Service Towing, 9309 83rd Ave N.



[Impound lot look up](#)

North district

Cardinal Service Towing
8400 Noble Ave N
Brooklyn Park, MN 55443

South district

[Citywide Service Towing](#)
9309 83rd Ave N
Brooklyn Park, MN 55445

Fees

The cost to get your car out of the impound lot depends on several factors. The cost depends on the type of truck needed to tow the vehicle, how far it was towed and how long the vehicle is left at the impound lot.

Tow fees are paid at the impound lot. Checks are not accepted at the impound lots and credit cards may have additional fees from the banking institution. Please bring cash for payment.

The registered owner of the vehicle must bring proof of vehicle ownership, personal identification and proof of insurance to the impound lot to get their car back.

Citation fines (tickets) are paid to Hennepin County District Court.

[Hennepin County District Court](#)

Where to park

If you do not have access to off-street parking during a snow emergency event, you may park your vehicle at an approved snow emergency parking lot for up to 24 hours after a snow emergency is called. Vehicles left at an approved snow emergency park lot for more than 24 hours after a snow emergency is called will be considered abandoned vehicles and may be ticketed and towed.

Snow emergency parking lots

Check back often. Other snow emergency parking lots will be added.

[Bass Creek Park, 6665 Boone Ave. N.](#)

[Central Park, 8440 Regent Ave. N.](#)

[Fair Oaks Park, 6600 Zane Ave. N.](#)

[Hamilton Park, 6101 Candlewood Dr. N.](#)

[Hartkopf Park, 7324 Hampshire Ave. N.](#)

Snow or no snow, overnight parking is not allowed

Regardless of weather conditions, between October 15 to April 15 vehicles may not be parked on city streets between 2 a.m. to 5 a.m. Vehicles left on city streets between 2 a.m. to 5 a.m. will be ticketed and towed.

Vehicles must also not be parked

- On a sidewalk
- For more than 24 hours on the street
- Within 20 feet of a mailbox, Monday through Saturday, 6 a.m. to 8 p.m.
- Within 10 feet of a fire hydrant
- In front of a driveway
- Across the street from a driveway

Sidewalk plowing

Don't shovel snow onto streets

Garbage/recycling container access

Fire hydrant access

Snow bank safety

Tree trimming safety

Snow plow truck safety

Boulevard intrusions

Mailbox damage

Sprinkler head damage

Sod damage

Contact us

Public Works Facility (Operations and Maintenance)

8300 Noble Ave. N.
Brooklyn Park, MN 55443

[View map and directions to the Public Works Facility.](#)

Hours

Monday through Friday, 7 a.m. to 3:30 p.m.

Phone and email

763-493-8007

[Contact Public Works Staff](#)

Emergencies after hours (for water, sewer or street)

763-493-8222

TELEPHONE 763-424-8000 FAX 763-493-8391

HOURS M-F

8:00 A.M.-5:00 P.M.

[Home](#) [Contact Us](#) [Terms Of Use](#) [Privacy Policy](#) [Site Map](#) [Plain Language](#)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.f

Department Approval

City Manager Approval

Janice Gundlach

Samuel J. Truog

Item Description: Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 2300 Cleveland Ave.

1 **BACKGROUND**

2 The subject property is the Motel 6 located at 2300 Cleveland Avenue North. The current violation on this
3 property is the failure to maintain Private Stormwater Best Practices (BMP) per City Code Section 803.05D
4 (Attachment B).

5 On December 11, 2017, City staff met with representatives of the subject property to discuss storm water
6 retention maintenance. At this meeting, the property representative proposed a plan to bring the stormwater
7 pond into compliance by the middle of the summer 2018.

8 An inspection on June 12, 2018 revealed no progress toward compliance. Requests for information on
9 June 12 and July 10, 2018 received no response. On August 30, 2018 the property representative reported
10 by email: "I am currently getting bids to have the issue cleaned up." (See Attachment C).

11 Staff conducted additional phone and email correspondence on November 13 and December 4, 2018.
12 Mailed notices regarding the ongoing failure to maintain the stormwater retention pond were sent November
13 13, 2018, May 2, 2019 and June 27, 2019. (Attachment C).

14 To date, no compliance for the requested maintenance of the stormwater retention pond, as required by City
15 Code Section 803.05, has been achieved.

16 A status update will be provided by staff during the hearing.

17
18 **FINANCIAL IMPACTS**

19 City Abatement:

20 A cost estimate of \$25,000.00 to \$30,000.00 for the abatement is depicted in the scope of work listed
21 under the below staff recommendation for each BMP.

22
23 **STAFF RECOMMENDATION**

24 Staff recommends the Council direct Engineering Department staff to abate the above referenced public
25 nuisance violations at 2300 Cleveland Ave N., Motel 6 with the following scope of work:

- 26
27
 - Restore each BMP(s) to the original size and depth. Remove and haul away the sediment
28 that has been deposited throughout the basin (in accordance with Minnesota Pollution
29 Control Agency (MPCA) procedures).

- 30 • Completely remove the volunteer trees that have grown throughout the basin and adjacent
- 31 to the inlets and outlets.
- 32 • Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- 33 • Repair the weir, and replace posts or boards as needed to original design elevations.
- 34 • Restore the vegetation in accordance with the original plan;
- 35 • Apply for and be approved for a City Erosion Control and Grading Permit;
- 36 • Submit As-builts with elevations and quantities for completed work.

37

38

39 **REQUESTED COUNCIL ACTION**

40 Direct Engineering Department staff to abate the public nuisance violations at 2300 Cleveland Ave N,
41 by hiring a contractor to restore each BMP in compliance with City Code section 803.05.

42 The property owner would be billed for actual and administrative costs related to an approved
43 abatement. If charges are not paid, staff would recover costs as specified in Section 407.08.B.

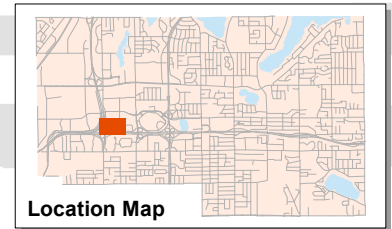
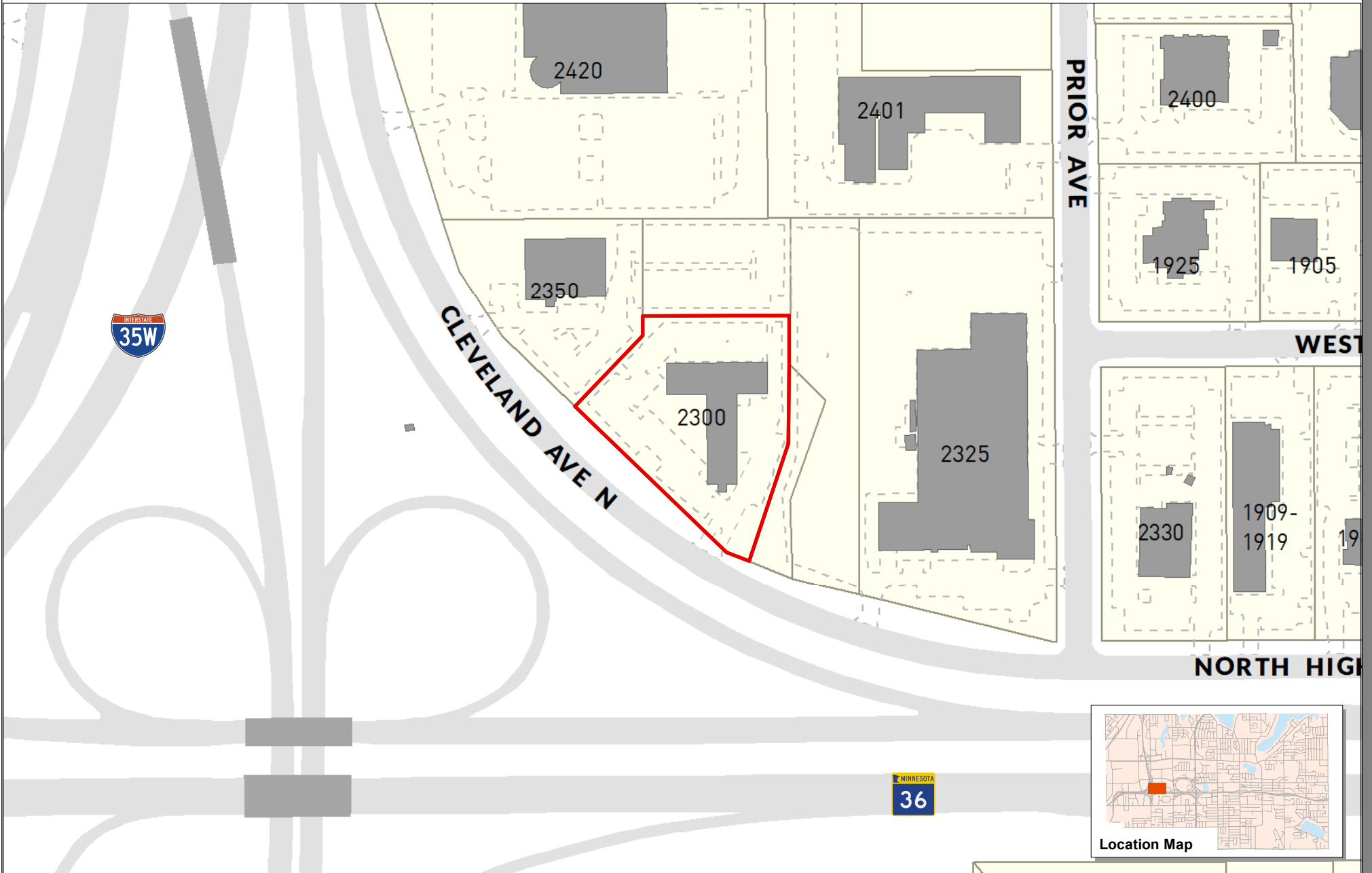
44

Prepared by: Dave Englund, Building Official

Attachment: A: Map of 2300 Cleveland Ave
B: Cited City Code sections
C: Staff correspondence

2300 Cleveland Ave

ATTACHMENT A



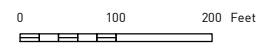
Prepared by:
Community Development Department
Printed: July 18, 2019



Site Location

Data Sources
* Ramsey County GIS Base Map (7/3/2019)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



CITED CITY CODE SECTIONS

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.

1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.

a. Ponds, Stormwater Wetlands, and other non-structural BMPs

i. Removal of settled materials - All settled materials from ponds, sumps, grit chambers, and other BMPs, including settled solids, shall be removed and properly disposed of on a five (5) year interval. One (1) to five (5) year waivers from this requirement may be granted by the City when the owner presents evidence that the BMP has additional capacity to remove settled solids in accordance with the original design capacity.

b. Infiltration, Filtration, Underground Storage, and other structural BMPs

i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and

ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.

2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.

3. Inspection - The City shall inspect or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.

4. Maintenance of Publicly Owned Stormwater BMPs - The City shall annually perform the maintenance of the in place stormwater BMPs within the City as provided for in the local water management plan or watershed management plan. Further, the City shall notify the owners of other publicly owned stormwater BMPs if scheduled maintenance is needed according to periodic site inspections or maintenance plans on file.

B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.

C. Severability. The provisions of this ordinance are severable, and if any provisions of this

CITED CITY CODE SECTIONS

ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)



November 13, 2018

Motel 6
Attn: Manager/General Manager and/or Eric
Abraham
2300 Cleveland Ave N
Roseville, Minnesota 55113

Re: City Code 803.05 Private Stormwater Best Management Practice (BMP) Maintenance –
Abatement Letter

Dear Property Owner/Manager:

The City previously notified you on December 1, 2017 that your property was in violation of Roseville City Code 803.05 Stormwater Best Management Practice (BMP) Maintenance. After further email correspondence, the proposed timeline to complete the maintenance activities has now expired and no further update has been provided to the City. A recent inspection of the property on November 8, 2018 revealed that no progress has been made to maintain the BMP(s).

During our onsite meeting on December 12, 2017, we went over the following list of required activities for each BMP that is onsite:

- Restore the BMP(s) to the original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with Minnesota Pollution Control Agency (MPCA) procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control and Grading Permit;
- Submit Asbuilts with elevations and quantities for completed work; Or
 1. Provide a Plan, with a Schedule, on when the repairs will be completed, Or
 2. Submit maintenance records that show all best management practices have been properly maintained since the installation date.

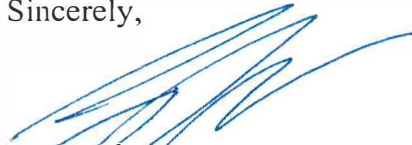
As a result of the lack of progress on this issue, the City Council will hold an abatement hearing on **May 20, 2019**. If the maintenance work is completed per the original plans, and approved by the City prior to the Council date, the property will be removed from the hearing. If the above violations are not corrected and the City Council approves the abatement, the City will hire a contractor to perform the maintenance work. All costs incurred by the City starting **June 16, 2019** to the completion date of the maintenance activities will be billed to the property.

ATTACHMENT C

It should be noted that the original correspondence noted City Code 1017.26 B.4. Private Storm water facilities. With the recent Code update approved by City Council in August 2018, the Code number changed.

Thank you for your attention to this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, david.englund@cityofroseville.com

ATTACHMENT C

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

- A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.
1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.
 - a. Ponds, Stormwater Wetlands, and other non-structural BMPs
 - i. Removal of settled materials - All settled materials from ponds, sumps, grit chambers, and other BMPs, including settled solids, shall be removed and properly disposed of on a five (5) year interval. One (1) to five (5) year waivers from this requirement may be granted by the City when the owner presents evidence that the BMP has additional capacity to remove settled solids in accordance with the original design capacity.
 - b. Infiltration, Filtration, Underground Storage, and other structural BMPs
 - i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and
 - ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.
 2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.
 3. Inspection - The City shall inspect, or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.
 4. Maintenance of Publicly Owned Stormwater BMPs - The City shall annually perform the maintenance of the in place stormwater BMPs within the City as provided for in the local water management plan or watershed management plan. Further, the City shall notify the owners of other publicly owned stormwater BMPs if scheduled maintenance is needed according to periodic site inspections or maintenance plans on file.
- B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.
- C. Severability. The provisions of this ordinance are severable, and if any provisions of this ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

ATTACHMENT C

- D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)

ATTACHMENT C

The logo for the City of Roseville, featuring a stylized red rose to the left of the word "ROSEVILLE" in a bold, black, serif font.

May 2, 2019

Motel 6
Attn: Manager/General Manager and/or Eric
Abraham
2300 Cleveland Ave N
Roseville, Minnesota 55113

Re: City Code 803.05 Private Stormwater Best Management Practice (BMP) Maintenance –
Abatement Letter

Dear Property Owner/Manager:

The City previously notified you on December 1, 2017, and November 13, 2018 that your property was in violation of Roseville City Code 803.05 Stormwater Best Management Practice (BMP) Maintenance.

During our onsite meeting on December 12, 2017, we went over the following list of required activities for each BMP that is onsite:

- Restore the BMP(s) to the original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with Minnesota Pollution Control Agency (MPCA) procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control and Grading Permit;
- Submit Asbuilts with elevations and quantities for completed work; Or
 1. Provide a Plan, with a Schedule, on when the repairs will be completed, Or
 2. Submit maintenance records that show all best management practices have been properly maintained since the installation date.

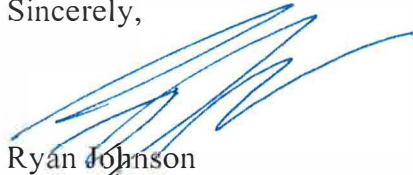
As a result of the lack of progress on this issue, the City Council will hold an abatement hearing on **May 20, 2019**. If the maintenance work is completed per the original plans, and approved by the City prior to the Council date, the property will be removed from the hearing. If the above violations are not corrected and the City Council approves the abatement, the City will hire a contractor to perform the maintenance work. All costs incurred by the City starting **June 16, 2019** to the completion date of the maintenance activities will be billed to the property.

ATTACHMENT C

It should be noted that the original correspondence noted City Code 1017.26 B.4. Private Storm water facilities. With the recent Code update approved by City Council in August 2018, the Code number changed.

Thank you for your attention to this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, david.englund@cityofroseville.com

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

- A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.
1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.
 - a. Ponds, Stormwater Wetlands, and other non-structural BMPs
 - i. Removal of settled materials - All settled materials from ponds, sumps, grit chambers, and other BMPs, including settled solids, shall be removed and properly disposed of on a five (5) year interval. One (1) to five (5) year waivers from this requirement may be granted by the City when the owner presents evidence that the BMP has additional capacity to remove settled solids in accordance with the original design capacity.
 - b. Infiltration, Filtration, Underground Storage, and other structural BMPs
 - i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and
 - ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.
 2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.
 3. Inspection - The City shall inspect or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.
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- B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.
- C. Severability. The provisions of this ordinance are severable, and if any provisions of this ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

ATTACHMENT C

- D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)

ATTACHMENT C

The logo for the City of Roseville, featuring a stylized rose in red and white to the left of the word "ROSEVILLE" in a bold, black, serif font.

June 27, 2019

Motel 6
Attn: Manager/General Manager and/or Eric
Abraham
2300 Cleveland Ave N
Roseville, Minnesota 55113

Re: City Code 803.05 Private Stormwater Best Management Practice (BMP) Maintenance –
Abatement Letter

Dear Property Owner/Manager:

The City previously notified you on December 1, 2017, and November 13, 2018 that your property was in violation of Roseville City Code 803.05 Stormwater Best Management Practice (BMP) Maintenance.

During an onsite meeting on December 12, 2017, City staff reviewed the following list of required activities for each BMP that is onsite:

- Restore the BMP(s) to the original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with Minnesota Pollution Control Agency (MPCA) procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control and Grading Permit;
- Submit As Built survey with elevations and quantities for completed work; Or
 1. Provide a Plan, with a Schedule, on when the repairs will be completed, Or
 2. Submit maintenance records that show all best management practices have been properly maintained since the installation date.

To date, none of the required activities has been completed. As a result of the lack of progress, the City Council will hold an abatement hearing on **July 22, 2019**. If the maintenance work is completed per the original plans, and approved by the City prior to the Council date, the property will be removed from the hearing. If the above violations are not corrected and the City Council approves the abatement, the City will hire a contractor to perform the maintenance work pursuant to City Code Section 803.05.D. All costs incurred by the City starting **August 5, 2019** to the completion date of the maintenance activities will be billed to the property.

ATTACHMENT C

It should be noted that the original correspondence noted City Code 1017.26 B.4. Private Storm water facilities. With the recent Code update approved by City Council in August 2018, the Code number changed.

Thank you for your attention to this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, david.englund@cityofroseville.com

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- B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.
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ATTACHMENT C

- D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)

ATTACHMENT C

Ryan Johnson

From: Ryan Johnson
Sent: Tuesday, December 4, 2018 1:46 PM
To: 'abraham_eric@motel6.com'
Subject: RE: Motel 6 drainage
Attachments: Stormwater BMP Maint 1st Letter 2300 Cleveland.pdf; SW BMP Maint Abatement Letter - Motel 6.pdf

Hello again.

Here is the link to the Managing Stormwater Sediment Guidance document from the MPCA. I meant to include it in the email below: <https://www.pca.state.mn.us/sites/default/files/wq-strm4-16.pdf>

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, December 4, 2018 1:39 PM
To: 'abraham_eric@motel6.com' <abraham_eric@motel6.com>
Subject: RE: Motel 6 drainage

Eric-

Thanks for the call today. Per our conversation, the maintenance of the pond needs to be completed by June 15, 2019. If isn't completed by that date, any costs the City accrues starting the June 16, 2019 to maintain the pond for Motel 6, will be abated back to the property. Costs could include, but not limited to, engineering (design & testing) & construction (earth moving, infrastructure repairs).

Please see the attached letter Stormwater BMP Maint 1st Letter for what is required to maintain the pond. For guidance on what to do with the removed sediment from the pond, refer to the MPCA's Managing Stormwater Sediment Best Management Practice Guidance, May 2017 document.

If you have any questions, feel free to let me know.

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

ATTACHMENT C

From: Ryan Johnson
Sent: Tuesday, November 13, 2018 10:18 AM
To: 'Eric Abraham' <ericj Abraham@outlook.com>
Cc: David Englund <David.Englund@cityofroseville.com>; Nick Tomczik <ntomczik@ricecreek.org>
Subject: RE: Motel 6 drainage

Eric-

See the attached Abatement letter in regards to the required pond maintenance at 2300 Cleveland Ave. A hard copy will be mailed to the site.

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Thursday, October 18, 2018 2:46 PM
To: 'Eric Abraham' <ericj Abraham@outlook.com>
Subject: RE: Motel 6 drainage

Eric-

Following up to see if you were able to make any progress on the pond cleanup. During our original conversation, the work was to be completed by summer 2018. Please provide an update and a new timeline.

Thanks.
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Eric Abraham <ericj Abraham@outlook.com>
Sent: Thursday, August 30, 2018 8:41 AM
To: Ryan Johnson <Ryan.Johnson@cityofroseville.com>
Subject: Re: Motel 6 drainage

I am currently getting bids to have the issue cleaned up

Sent from my iPhone

ATTACHMENT C

From: Eric Abraham [<mailto:ericj Abraham@outlook.com>]
Sent: Monday, December 11, 2017 2:52 PM
To: Ryan Johnson <Ryan.Johnson@cityofroseville.com>
Subject: Motel 6 drainage

Ryan,

The plan is to have the storm drainage all cleaned up, presentable, and properly functioning by middle summer of 2018. Thank you for coming out and doing a site visit today.

Eric Abraham
Minnesota amp

Sent from my iPhone

ATTACHMENT C

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, December 12, 2017 2:27 PM
To: 'Eric Abraham' <ericj Abraham@outlook.com>
Subject: RE: Motel 6 drainage

Eric-

Thanks for meeting yesterday. Your proposed work and timeline are acceptable. If anything changes, please let me know.

For reference, below are the items we discussed onsite that would be required by the City:

- Contact any adjunct landowner for notification of work (as needed).
- Pond bottom should be at elevation 952 (original plan attached).
 - Material that will be removed should be tested to ensure there is no contamination. Contact a Geotechnical firm for testing, prior to removing materials.
- Inspect existing 12" pipe from pond to City manhole, replace/rehabilitate as necessary.
- Inspect Private storm sewers & catch basins to ensure functionality. Replace/rehabilitate as necessary.
- Remove existing concrete fill
- Straighten existing weir. Remove and reset as needed.
 - The weir must be put back in the same location, and have the same top elevation.
- Send an asbuilt showing maintained pond elevations, pipe sizes, and inverts of inlets & outlets
- Stabilize pond and adjacent areas with seed and erosion control blanket, and/or rip rap. A combination of the stabilization techniques is also acceptable.
- Apply, and be approved, for a City Erosion Control Permit (Apply online at: <http://mn-roseville2.civicplus.com/308/Building-Permits>).
- Contact our Right of Way Coordinator (Mr. Dana Stevens at 651-792-7047) if there will be any staging, hauling, digging, obstruction, within the ROW.
- Contact me once all the work is complete (including submittal of asbuilt).

For your records, I have included the original mailed documents with this email. If for any reason the work described above cannot be completed, or needs to be modified, contact me prior to making changes.

I appreciate your attention to this matter. If you have any questions, feel free to contact me.

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

ATTACHMENT C

On Aug 30, 2018, at 8:37 AM, Ryan Johnson <Ryan.Johnson@cityofroseville.com> wrote:

Eric-

Following up on this to see if there is any progress. I would appreciate an update.

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, July 10, 2018 10:24 AM
To: 'Eric Abraham' <ericj Abraham@outlook.com>
Subject: RE: Motel 6 drainage

Eric-

I am following up to see how progress is going. Feel free to give me a call or email with any update you can provide.

Thanks,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, June 12, 2018 11:35 AM
To: 'Eric Abraham' <ericj Abraham@outlook.com>
Subject: RE: Motel 6 drainage

Eric-

I am following up to see how progress is going. Feel free to give me a call or email with any update you can provide.

Thanks,
Ryan


REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 7.g

Department Approval

Janice Gundlach

City Manager Approval

Sam Trueman

Item Description: Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 2420 Cleveland Ave.

1 **BACKGROUND**

2 The subject property is the LA Fitness located at 2420 Cleveland Avenue North. The current violation on
3 this property is the failure to maintain Private Stormwater Best Practices (BMP) per City Code Section
4 803.05D (Attachment B).

5 On November 30, 2017, an inspection conducted by City staff of the private stormwater infrastructure
6 revealed the stormwater infrastructure was functioning as designed, but required maintenance. On
7 December 1, 2017 a notice was mailed to the property manager reporting that maintenance was required on
8 the stormwater infrastructure (Attachment C).

9 A follow up inspection was conducted on December 18, 2017 and showed no progress toward compliance.
10 A notice was mailed to the property manager on December 19, 2017 (Attachment C).

11 A meeting was held at the subject property on July 10, 2018 with City staff, representatives from the Rice
12 Creek Watershed District and the property manager. The property manager was provided a detailed list of
13 requirements necessary for compliance during said meeting. Additionally, mailed notices about the ongoing
14 stormwater maintenance violations were sent on November 13, 2018 and June 27, 2019.

15 Numerous emails were exchanged with the property manager (Attachment C), however to date no
16 compliance has been achieved.

17 To date, no compliance for the requested maintenance of the stormwater retention pond, as required by City
18 Code Section 803.05, has been achieved.

19 A status update will be provided by staff during the hearing.
20

21 **FINANCIAL IMPACTS**

22 City Abatement:

23 A cost estimate of \$50,000.00 to \$75,000.00 for an abatement is depicted in the scope of work listed
24 below under the staff recommendation for each BMP.
25

26 **STAFF RECOMMENDATION**

27 Staff recommends the Council direct Engineering Department staff to abate the above referenced public
28 nuisance violations at 2420 Cleveland Ave N., LA Fitness with the following scope of work:

29

- 30 • Restore each BMP(s) to the original size and depth. Remove and haul away the sediment
31 that has been deposited throughout the basin (in accordance with Minnesota Pollution
32 Control Agency (MPCA) procedures).
- 33 • Completely remove the volunteer trees that have grown throughout the basin and adjacent
34 to the inlets and outlets.
- 35 • Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- 36 • Repair the weir, and replace posts or boards as needed to original design elevations.
- 37 • Restore the vegetation in accordance with the original plan;
- 38 • Apply for and be approved for a City Erosion Control and Grading Permit;
- 39 • Submit As-builts with elevations and quantities for completed work.

40

41 **REQUESTED COUNCIL ACTION**

42 Direct Engineering Department staff to abate the public nuisance violations at 2420 Cleveland Ave N,
43 by hiring a contractor to restore each BMP in compliance with City Code section 803.05.

44 The property owner would be billed for actual and administrative costs related to an approved
45 abatement. If charges are not paid, staff would recover costs as specified in Section 407.08.B.

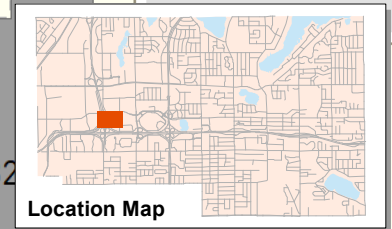
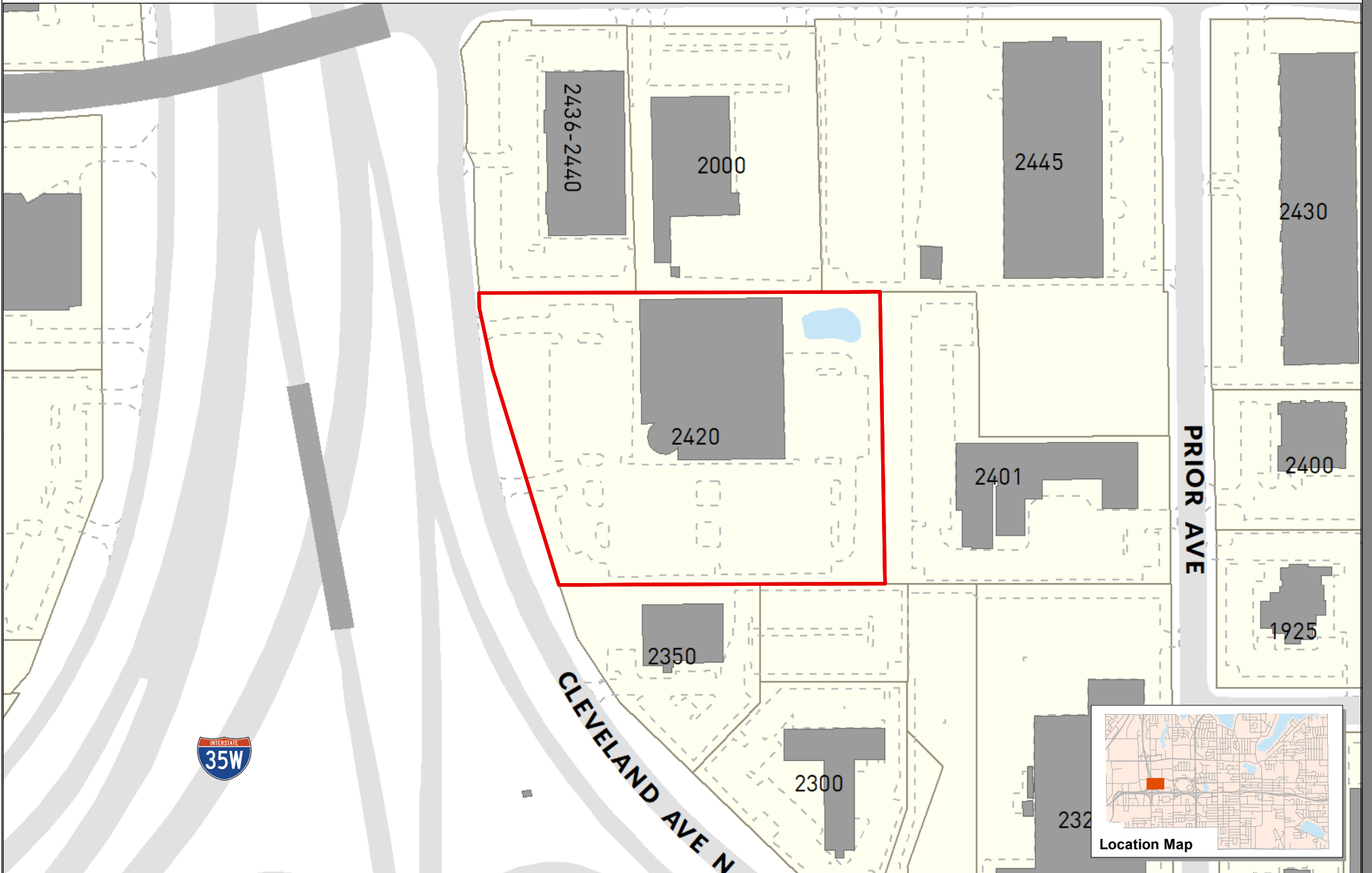
46

Prepared by: Dave Englund, Building Official

Attachment: A: Map of 2420 Cleveland Ave
B: Cited City Code sections
C: Staff correspondence

2420 Cleveland Ave

ATTACHMENT A

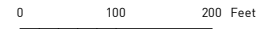


Prepared by:
Community Development Department
Printed: July 18, 2019



Data Sources
* Ramsey County GIS Base Map (7/3/2019)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



CITED CITY CODE SECTIONS

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.

1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.

a. Ponds, Stormwater Wetlands, and other non-structural BMPs

i. Removal of settled materials - All settled materials from ponds, sumps, grit chambers, and other BMPs, including settled solids, shall be removed and properly disposed of on a five (5) year interval. One (1) to five (5) year waivers from this requirement may be granted by the City when the owner presents evidence that the BMP has additional capacity to remove settled solids in accordance with the original design capacity.

b. Infiltration, Filtration, Underground Storage, and other structural BMPs

i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and

ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.

2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.

3. Inspection - The City shall inspect or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.

4. Maintenance of Publicly Owned Stormwater BMPs - The City shall annually perform the maintenance of the in place stormwater BMPs within the City as provided for in the local water management plan or watershed management plan. Further, the City shall notify the owners of other publicly owned stormwater BMPs if scheduled maintenance is needed according to periodic site inspections or maintenance plans on file.

B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.

C. Severability. The provisions of this ordinance are severable, and if any provisions of this

CITED CITY CODE SECTIONS

ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)

ATTACHMENT C

The logo for the City of Roseville, featuring a stylized rose in red and white to the left of the word "ROSEVILLE" in a bold, black, serif font.

November 13, 2018

LA Fitness
Attn: Travis Maddas
2420 Cleveland Ave N
Roseville, Minnesota 55113

Re: City Code 803.05 Private Stormwater Best Management Practice (BMP) Maintenance –
Abatement Letter

Dear Property Owner/Manager:

The City previously notified you on December 1 and 19, 2017 that your property was in violation of Roseville City Code 803.05 Stormwater Best Management Practice (BMP) Maintenance. After further email correspondence, the proposed timeline to complete the maintenance activities has now expired and no further update has been provided to the City. A recent inspection of the property on November 8, 2018 revealed that no progress has been made to maintain the BMP(s).

During our onsite meeting on July 10, 2018, the City and the Rice Creek Watershed District (RCWD) went over the following list of required activities for each BMP that is onsite:

- Restore the BMP(s) to the original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with Minnesota Pollution Control Agency (MPCA) procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control and Grading Permit;
- Submit Asbuilts with elevations and quantities for completed work; Or
 1. Provide a Plan, with a Schedule, on when the repairs will be completed, Or
 2. Submit maintenance records that show all best management practices have been properly maintained since the installation date.

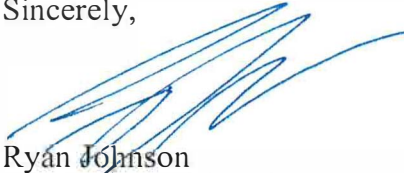
As a result of the lack of progress on this issue, the City Council will hold an abatement hearing on **May 20, 2019**. If the maintenance work is completed per the original plans, and approved by the City prior to the Council date, the property will be removed from the hearing. If the above violations are not corrected and the City Council approves the abatement, the City will hire a contractor to perform the maintenance work. All costs incurred by the City starting **June 16, 2019** to the completion date of the maintenance activities will be billed to the property.

ATTACHMENT C

It should be noted that the original correspondence noted City Code 1017.26 B.4. Private Storm water facilities. With the recent Code update approved by City Council in August 2018, the Code number changed.

Thank you for your attention to this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, david.englund@cityofroseville.com

ATTACHMENT C

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

- A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.
1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.
 - a. Ponds, Stormwater Wetlands, and other non-structural BMPs
 - i. Removal of settled materials - All settled materials from ponds, sumps, grit chambers, and other BMPs, including settled solids, shall be removed and properly disposed of on a five (5) year interval. One (1) to five (5) year waivers from this requirement may be granted by the City when the owner presents evidence that the BMP has additional capacity to remove settled solids in accordance with the original design capacity.
 - b. Infiltration, Filtration, Underground Storage, and other structural BMPs
 - i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and
 - ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.
 2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.
 3. Inspection - The City shall inspect or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.
 4. Maintenance of Publicly Owned Stormwater BMPs - The City shall annually perform the maintenance of the in place stormwater BMPs within the City as provided for in the local water management plan or watershed management plan. Further, the City shall notify the owners of other publicly owned stormwater BMPs if scheduled maintenance is needed according to periodic site inspections or maintenance plans on file.
- B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.
- C. Severability. The provisions of this ordinance are severable, and if any provisions of this ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

ATTACHMENT C

- D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)



December 1, 2017

LA Fitness
Attn: Manager/General Manager
2420 Cleveland Ave N
Roseville, Minnesota 55113

Re: Private Stormwater Infrastructure Maintenance

Dear Property Owner/Manager:

The City of Roseville is committed to building strong neighborhoods and enhancing property values through enforcement of City Codes. With this in mind, the City wishes to bring a concern to your attention.

On November 30, an inspection of the above referenced property revealed:

- Private Stormwater Infrastructure not functioning as designed and is in need of maintenance.
 - Sediment and debris in pond
 - Filtration Basins not functioning per plan
 - Maintenance Records not submitted

This is a violation of Roseville City Code:

- **1017.26 B. 4. Private storm water facilities** (referenced Code attached as Appendix A)

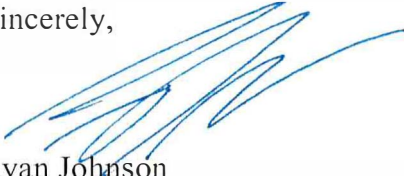
Please make the following corrections within 14 days of the date of this letter:

- Restore this pond to its original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with MPCA procedures).
- Completely remove the volunteer trees that have grown throughout the basins and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Restore the vegetation in accordance with the original plan;
- Apply for, and be approved for, a City Erosion Control Permit;
- Submit Asbuilts with elevations and quantities for completed work; Or
- Provide a Plan, with a Schedule, on when the repairs will be completed, Or
- Submit maintenance records that show all best management practices have been maintained since the installation date.

Thank you for your cooperation on this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

ATTACHMENT C

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org

Primary Taxpayer:
Realty Income Corporation, PM Dept.
11995 El Camino Real Ste 101
San Diego, CA 92130-2565

ATTACHMENT C

Attachment A

1017.26 B. 4. Private storm water facilities:

Private Storm Water Facilities: All private storm water facilities shall be maintained in proper condition consistent with the performance standards for which they were originally designed. All settled materials from ponds, sumps, grit chambers, and other devices, including settled solids, shall be removed and properly disposed of on a five year interval. One to five year waivers from this requirement may be granted by the city engineer when the owner presents evidence that the facility has additional capacity to remove settled solids in accordance with the original design capacity.

ATTACHMENT C

The logo for the City of Roseville, featuring a stylized red rose to the left of the word "ROSEVILLE" in a bold, black, serif font.

December 19, 2017

LA Fitness
Attn: Manager/General Manager
2420 Cleveland Ave N
Roseville, Minnesota 55113

Re: Private Stormwater Best Management Practice (BMP) Maintenance – 2nd Letter

Dear Property Owner/Manager:

The City previously notified you on, December 1, 2017, that your property was in violation of Roseville City Code. A re-inspection of the property on, December 18, 2017, revealed that the request has not been complied with.

The original inspection of the above referenced property revealed that the Private Stormwater Infrastructure is not functioning as designed and is in need of maintenance:

- Private Stormwater Infrastructure not functioning as designed and is in need of maintenance.
 - Sediment and debris in pond
 - Filtration Basins not functioning per plan
 - Maintenance Records not submitted

This is a violation of Roseville City Code:

- **1017.26 B. 4. Private storm water facilities** (referenced Code attached as Attachment A)

Please make the following corrections within **7 days** of the date of this letter:

- Restore this pond to its original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with MPCA procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control Permit;
- Submit Asbuilts with elevations and quantities for completed work; Or
- Provide a Plan, with a Schedule, on when the repairs will be completed, Or
- Submit maintenance records that show all best management practices have been properly maintained since the installation date.

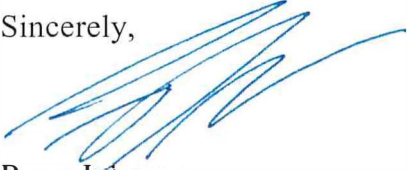
If the violations detailed above are not corrected within **7 days of the date** of this letter and continuously maintained in compliance thereafter, the City will move forward with further action, including the possibility of abatement proceedings, or monetary penalties. In the event that an abatement is necessary, this matter will be discussed at a public hearing before Roseville's City Council. At this public hearing, the Community Development Department will request authority from the City Council to perform a City abatement and contract

ATTACHMENT C

with private companies to have the violations corrected. **This would entail the expenditure of funds for which you, as the property owner, would be responsible to repay.**

Thank you for your cooperation on this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, David.Englund@cityofroseville.com

PRIMARY TAX PAYER
Realty Income Corporation, PM Dept.
11995 El Camino Real Ste 101
San Diego, CA 92130-2565

ATTACHMENT C

Attachment A

1017.26 B. 4. Private storm water facilities:

Private Storm Water Facilities: All private storm water facilities shall be maintained in proper condition consistent with the performance standards for which they were originally designed. All settled materials from ponds, sumps, grit chambers, and other devices, including settled solids, shall be removed and properly disposed of on a five year interval. One to five year waivers from this requirement may be granted by the city engineer when the owner presents evidence that the facility has additional capacity to remove settled solids in accordance with the original design capacity.

ATTACHMENT C

The logo for the City of Roseville, featuring a stylized red rose on the left and the word "ROSEVILLE" in a bold, black, serif font to its right.

June 27, 2019

LA Fitness
Attn: Travis Maddas or Property manager
2420 Cleveland Ave N
Roseville, Minnesota 55113

Re: City Code 803.05 Private Stormwater Best Management Practice (BMP) Maintenance –
Abatement Letter

Dear Property Owner/Manager:

The City previously notified you on December 1 and 19, 2017, and November 13, 2018 that your property was in violation of Roseville City Code 803.05 Stormwater Best Management Practice (BMP) Maintenance.

During an onsite meeting on July 10, 2018, the City and the Rice Creek Watershed District (RCWD) staff went over the following list of required activities for each BMP that is onsite:

- Restore the BMP(s) to the original size and depth. Remove and haul away the sediment that has been deposited throughout the basin (in accordance with Minnesota Pollution Control Agency (MPCA) procedures).
- Completely remove the volunteer trees that have grown throughout the basin and adjacent to the inlets and outlets.
- Rip rap at the pond inlets and outlets should be removed, cleaned, and reinstalled.
- Repair the weir, and replace posts or boards as needed to original design elevations.
- Restore the vegetation in accordance with the original plan;
- Apply for and be approved for a City Erosion Control and Grading Permit;
- Submit As Built survey with elevations and quantities for completed work; Or
 1. Provide a Plan, with a Schedule, on when the repairs will be completed, Or
 2. Submit maintenance records that show all best management practices have been properly maintained since the installation date.

To date, none of the required activities has been completed. As a result of the lack of progress, the City Council will hold an abatement hearing on **July 22, 2019**. If the maintenance work is completed per the original plans, and approved by the City prior to the Council date, the property will be removed from the hearing. If the above violations are not corrected and the City Council approves the abatement, the City will hire a contractor to perform the maintenance work pursuant to City Code Section 803.05.D. All costs incurred by the City starting **August 5, 2019** to the completion date of the maintenance activities will be billed to the property.

ATTACHMENT C

It should be noted that the original correspondence noted City Code 1017.26 B.4. Private Storm water facilities. With the recent Code update approved by City Council in August 2018, the Code number changed.

Thank you for your attention to this matter. If you have any questions or would like to meet with me on the site, please contact me at (651) 792-7049 or ryan.johnson@cityofroseville.com.

Sincerely,



Ryan Johnson
Environmental Specialist
Roseville Engineering Dept.

CC: Nick Tomczik, Rice Creek Watershed District, ntomczik@ricecreek.org
David Englund, City of Roseville, david.englund@cityofroseville.com

803.05: STORMWATER BEST MANAGEMENT PRACTICE (BMP) MAINTENANCE:

- A. Maintenance of Stormwater BMPs. The City requires that stormwater BMPs be maintained.
1. Private Stormwater BMPs - All private stormwater BMPs shall be maintained by the property owner so that the BMPs are in proper condition consistent with the performance standards for which they were originally designed.
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 - b. Infiltration, Filtration, Underground Storage, and other structural BMPs
 - i. Quarterly inspections, unless otherwise specified in a maintenance agreement, of the Private Stormwater BMPs and, if necessary, removal of all litter, debris, sediment, and replacement of mulch, vegetation, and eroded areas to ensure establishment of healthy functioning plant life therein; and
 - ii. A five (5) year certification, by a stormwater professional acceptable to the City, is required that demonstrates the Stormwater BMPs are functioning in accordance with the approved plans and have maintained the proper operation of the stormwater treatment as a Stormwater Management BMP according to the City Standards. The quarterly inspection(s) and certification(s) shall be made available to the City upon request without prior notice.
 2. Maintenance plan required - No private stormwater BMPs may be approved unless a maintenance plan is provided that defines who will conduct the maintenance, the type of maintenance, and the maintenance intervals.
 3. Inspection - The City shall inspect or require the inspection of, all stormwater BMPs during construction, during the first year of operation, and at least once every five years thereafter, or as budget allows.
 4. Maintenance of Publicly Owned Stormwater BMPs - The City shall annually perform the maintenance of the in place stormwater BMPs within the City as provided for in the local water management plan or watershed management plan. Further, the City shall notify the owners of other publicly owned stormwater BMPs if scheduled maintenance is needed according to periodic site inspections or maintenance plans on file.
- B. Inventory of Stormwater BMPs. Upon adoption of this Chapter, the City shall inventory and maintain a database for all private and public stormwater BMPs within the City requiring maintenance to assure compliance with this ordinance. The City shall notify owners of public and private stormwater BMPs of the need for conducting maintenance at least every five years.
- C. Severability. The provisions of this ordinance are severable, and if any provisions of this ordinance, or application of any provision of this ordinance to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this ordinance shall remain in full force and effect.

ATTACHMENT C

- D. Failure to maintain Private Stormwater BMPs: It is the responsibility of the property owner to maintain all private stormwater BMPs in accordance with the original standards. If during a City inspection the BMP does not meet City standards, the City will notify the owner in writing of the deficiencies. Failure to properly maintain the BMP after notification could result in administrative penalties and abatement processes under Chapter 407 and/or 906 of the City Code. (Ord. 1550, 6-4-2018)

ATTACHMENT C

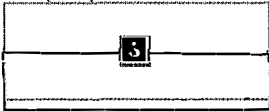
Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Travis Maddas [<mailto:travis.maddas@fitnessintl.com>]
Sent: Monday, January 8, 2018 10:42 AM
To: Kirk Solmonson <kirk@topgreenco.com>; Ryan Johnson <Ryan.Johnson@cityofroseville.com>
Cc: David Englund <David.Englund@cityofroseville.com>; ntomezik@ricecreek.org; MBehan@ricecreek.org; Gary Collins <garyc@fitnessintl.com>; Paul Spatz <paul.spatz@fitnessintl.com>; Lisa Wright <lisa.wright@fitnessintl.com>; Matthew Patterson <matthew.patterson@fitnessintl.com>
Subject: Re: Stormwater Facilities Compliance - LA Fitness Roseville

Let's shoot for Friday at 10 a.m. 01-12-18. Everyone just please confirm

Travis Maddas

District Facility Manager
Fitness International LLC.
travis.maddas@fitnessintl.com
cell: (651) 214-0302



Consider the environment before printing this.

From: Kirk Solmonson <kirk@topgreenco.com>
Sent: Wednesday, January 3, 2018 2:46 PM
To: Ryan Johnson
Cc: Travis Maddas; David Englund; ntomezik@ricecreek.org; MBehan@ricecreek.org; Gary Collins; Paul Spatz; Lisa Wright; Matthew Patterson; Kirk Solmonson
Subject: Re: Stormwater Facilities Compliance - LA Fitness Roseville

We would be available anytime before 11am on that Thursday or we're available all day Friday.

On Wed, Jan 3, 2018 at 1:49 PM, Ryan Johnson <Ryan.Johnson@cityofroseville.com> wrote:

Travis-

Thanks for reaching out in regards to the City's stormwater bmp maintenance letters. The easiest thing to do would be to meet onsite to take a look at everything and get our documents up to date for your site.

ATTACHMENT C

I apologize for missing the appointment feels like a Monday all over again. I will be on site all next week just call me any time around 12:00 will work to discuss the items that need to be addressed. Thank you,

Travis Maddas

District Facility Manager
Fitness International LLC.
travis.maddas@fitnessintl.com
cell: (651)214-0302



 Consider the environment before printing this.

From: Ryan Johnson <Ryan.Johnson@cityofroseville.com>
Sent: Friday, January 12, 2018 11:14:57 AM
To: Travis Maddas; Kirk Solmonson
Cc: Nick Tomczik; Gary Collins; Paul Spatz; Lisa Wright; Matthew Patterson
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

Travis-

Nick Tomczik from RCWD and I walked the site today at 10am. Send me some times that you are available to meet us at City Hall to discuss the compliance issues with the site.

Thanks.
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Monday, January 8, 2018 11:27 AM
To: Travis Maddas <travis.maddas@fitnessintl.com>; Kirk Solmonson <kirk@topgreenco.com>
Cc: David Englund <David.Englund@cityofroseville.com>; Nick Tomczik <ntomczik@ricecreek.org>; MBehan@ricecreek.org; Gary Collins <garyc@fitnessintl.com>; Paul Spatz <paul.spatz@fitnessintl.com>; Lisa Wright <lisa.wright@fitnessintl.com>; Matthew Patterson <matthew.patterson@fitnessintl.com>
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

Sounds good. See you onsite at 10am.

Ryan

ATTACHMENT C

Hello Travis-

I am following up to see if you have any update on the maintenance of your bmp's. Any information would be appreciated.

Feel free to call or email with questions. I would be willing to meet onsite if you and/or your contractor has any questions.

Thanks.
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, January 23, 2018 5:38 PM
To: 'Travis Maddas' <travis.maddas@fitnessintl.com>
Cc: Nick Tomczik <ntomczik@ricecreek.org>; Kirk Solmonson <kirk@topgreenco.com>
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

Travis-

See the attached information for the required maintenance/documentation. Once you look through the information, let me know if you have any questions. Also, I would like an anticipated schedule of when maintenance will happen.

Thanks.
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Travis Maddas [<mailto:travis.maddas@fitnessintl.com>]
Sent: Friday, January 12, 2018 2:36 PM
To: Ryan Johnson <Ryan.Johnson@cityofroseville.com>; Kirk Solmonson <kirk@topgreenco.com>
Cc: Nick Tomczik <ntomczik@ricecreek.org>
Subject: Re: Stormwater Facilities Compliance - LA Fitness Roseville

ATTACHMENT C

From: Ryan Johnson
To: "Travis Maddas"
Cc: David Englund; Nick Tomczik; Terrence Chastan-Davis
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville
Date: Tuesday, November 13, 2018 10:40:00 AM
Attachments: [SW BMP Maint Abatement Letter - LA Fitness.pdf](#)
[image001.jpg](#)

Travis-

See the attached Abatement letter in regards to the required BMP Maintenance for 2420 Cleveland Ave. A hard copy will be mailed to the site.

Regards,
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Thursday, October 18, 2018 2:47 PM
To: 'Travis Maddas' <travis.maddas@fitnessintl.com>
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

Travis-

Following up to see what your timeline is for completion. Any update on the status of your project would be appreciated.

Thanks.
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Ryan Johnson
Sent: Tuesday, June 12, 2018 11:38 AM
To: 'Travis Maddas' <travis.maddas@fitnessintl.com>
Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

ATTACHMENT C

Here are a couple days and times that I am available next week to meet. Let me know your availability and we can go from there:

- Thursday Jan 11: all day
- Friday Jan 12: 8am – 11am

Feel free to let me know if these times don't work for you, or if you have any questions.

Thanks.

Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | [2660 Civic Center Dr., Roseville, MN 55113](mailto:ryan.johnson@cityofroseville.com) | Direct: [651-792-7049](tel:651-792-7049) | Main: [651-792-7004](tel:651-792-7004) | Fax: [651-792-7040](tel:651-792-7040) | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Travis Maddas [<mailto:travis.maddas@fitnessintl.com>]

Sent: Wednesday, January 3, 2018 11:57 AM

To: Ryan Johnson <Ryan.Johnson@cityofroseville.com>; David Englund

<David.Englund@cityofroseville.com>; ntomezik@ricecreek.org; MBehan@ricecreek.org

Cc: Gary Collins <garvc@fitnessintl.com>; Paul Spatz <paul.spatz@fitnessintl.com>; Lisa Wright

<lisa.wright@fitnessintl.com>; Matthew Patterson <matthew.patterson@fitnessintl.com>; Kirk

Solmonson <kirk@topgreenco.com>

Subject: Fw: Stormwater Facilities Compliance - LA Fitness Roseville

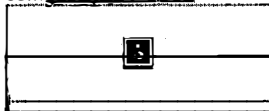
I would like to reach out in hopes to schedule a meeting on site to discuss these issue's. I was under the impression that we where in compliance with the rice county water district as per the email below. Is Mike still with the company? Can you guys check to see what works for you.

Travis Maddas

District Facility Manager
Fitness International LLC.

travis.maddas@fitnessintl.com

cell: [651\)214-0302](tel:6512140302)



Consider the environment before printing this.

From: Mike Behan <>

Sent: Wednesday, September 7, 2016 1:56 PM

To: Taylor Null SNRMSD/ROSEVILLE - CLEVELAND AVE N; Travis Maddas

Cc: Top Green Lawn & Landscapes

Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

ATTACHMENT C

Taylor and Travis,

I have reviewed the work completed by Top Green Lawn and Landscapes and have determined it is consistent with the RCWD requirements under the Declaration for Maintenance. In order to achieve full compliance, you must respond with your proposed maintenance plan for the Underground/Subsurface Treatment System within 30 days (10/07/2016). If you should have any questions please contact me immediately.

Sincerely,

Mike Behan, CPESC
District Inspector
Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE, #611
Blaine, MN 55449-4539
O: 763-398-3074
mbehan@ricecreek.org



From: Mike Behan

Sent: Friday, July 29, 2016 11:47 AM

To: 'taylor.null@fitnessintl.com' <taylor.null@fitnessintl.com>; 'Top Green Lawn & Landscapes' <customercare@topgreenlawncare.com>

Cc: 'paul.spatz@fitnessintl.com' <paul.spatz@fitnessintl.com>; 'travis.maddus@fitnessintl.com' <travis.maddus@fitnessintl.com>; 'Ryan Johnson' <Ryan.Johnson@cityofroseville.com>

Subject: RE: Stormwater Facilities Compliance - LA Fitness Roseville

Taylor and Kirk,

Thank you for meeting with me today regarding the Roseville LA Fitness stormwater facilities. To summarize my findings following our meeting:

Underground/Subsurface Treatment System

Although I did not inspect it last fall, the subsurface "underground" treatment system was in-fact constructed to meet RCWD permitting requirements at the time of site development and is subject to annual maintenance obligations under the Declaration recorded on the property. I have attached the Declaration for your records.

The subsurface treatment system includes fifteen (15) perlite filter cartridges (CF1218 VortFilter) that require periodic replacement. You must inspect the underground system (and all other facilities, per the recorded Declaration) and determine whether the system is effective and functional (i.e. whether the cartridges need to be replaced, etc.).

ATTACHMENT C

I understand Contech to be the manufacturer of the cartridges, and can be reached at 1-800-338-1122. It is possible that Contech would have a list of inspectors that would be able to assist you to determine the state of the cartridges. One example of a local company that is familiar with these systems and offers inspection services is Stormwater Resource Management, LLC (ben@stormh2orm.com).

Drainage Concerns From Adjacent Parcels

Regarding the water being directed onto the LA Fitness property from the north, I have attached the 1980 permit plan which shows drainage from east to west toward Cleveland Ave. I have also attached the LA Fitness proposed and permitted drainage map from 2006/2007 (see my additions in red). Please note that stormwater drainage through the LA Fitness parcel from the adjacent property to the east appears consistent with the approved plan. However, the drainage swale at the north perimeter of the LA Fitness building likely needs to be adjusted to achieve the approved drainage pattern for stormwater entering from the north.

Surface NURP Pond and Biofiltration Basins

Because drainage appears to be sufficient throughout the biofiltration basins, no major basin work appears to be required at this time. Weeds such as invasive and/or noxious thistles must be managed, and sediment swept from the parking and removed from the curb cuts annually. The NURP pond appears functional, and corrective actions to address sediment and erosion are underway. Cattails may be present due to the irrigation schedule.

Please review the above remaining obligations and let me know with any questions or concerns. I look forward to hearing from you and resolving these compliance matters.

Respectfully,

Mike Behan, CPESC
District Inspector
Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE, #611
Blaine, MN 55449-4539
O: 763-398-3074
mbehan@ricecreek.org



From: Mike Behan
Sent: Thursday, July 14, 2016 2:25 PM
To: 'taylor.null@fitnessintl.com' <taylor.null@fitnessintl.com>; 'paul.spatz@fitnessintl.com' <paul.spatz@fitnessintl.com>; 'travis.maddus@fitnessintl.com' <travis.maddus@fitnessintl.com>
Cc: Ryan Anderson <ryan.anderson@is-grp.com>
Subject: Stormwater Facilities Compliance - LA Fitness Roseville

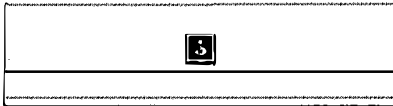
ATTACHMENT C

Dear LA Fitness Roseville team,

Please find the attached correspondence with Amanda Reed and your landscaping contractor from Fall 2015 for your review. You will note the obligation to maintain the site's stormwater facilities is recorded on the property in the form of a Declaration for Maintenance. I have also attached the inspection report from last fall. I look forward to your response regarding required maintenance of these features at your very earliest convenience.

Regards,

Mike Behan, CPESC
District Inspector
Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE. #611
Blaine, MN 55449-4539
O: 763-398-3074
mbehan@ricecreek.org



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Kirk Solmonson

651-998-9286

Kirk@TopGreenCo.com

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ATTACHMENT C

From: Ryan Johnson
To: "Travis Maddas"
Cc: "tchastandavis@ricecreek.org"
Subject: RE: Roseville Storm water filtration estimate needed along with construction clean cotact
Date: Monday, July 30, 2018 10:33:00 AM
Attachments: [image001.jpg](#)

Travis-

Thanks for sending this over. From my review, I didn't see anything that jumped out at me as being inconsistent with other work I have seen.

Let me know what your timing will be on this. I would appreciate the opportunity to be onsite when they do the media replacement for my own edification.

Thanks.

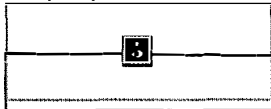
Ryan

Ryan Johnson | Environmental Specialist | City of Roseville Engineering Dept. | 2660 Civic Center Dr., Roseville, MN 55113 | Direct: 651-792-7049 | Main: 651-792-7004 | Fax: 651-792-7040 | ryan.johnson@cityofroseville.com | www.CityofRoseville.com

From: Travis Maddas <travis.maddas@fitnessintl.com>
Sent: Tuesday, July 24, 2018 11:36 AM
To: Ryan Johnson <Ryan.Johnson@cityofroseville.com>; tchastandavis@ricecreek.org
Subject: Fw: Roseville Storm water filtration estimate needed along with construction clean cotact

Travis Maddas

District Facility Manager
Fitness International LLC.
travis.maddas@fitnessintl.com
cell:(651)214-0302



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REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.a

Department Approval

City Manager Approval

Item Description: Approve Payments

1 **BACKGROUND**

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

Check Series #	Amount
ACH Payments	\$861,573.63
93526-93709	\$559,659.84
Total	\$1,421,233.47

5
6 A detailed report of the claims is attached. City Staff has reviewed the claims and considers them to be
7 appropriate for the goods and services received.

8 **POLICY OBJECTIVE**

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

10 **FINANCIAL IMPACTS**

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

13 **STAFF RECOMMENDATION**

14 Staff recommends approval of all payment of claims.

15 **REQUESTED COUNCIL ACTION**

16 Motion to approve the payment of claims as submitted

17
18 Prepared by: Chris Miller, Finance Director

19 Attachments: A: Checks for Approval

20

Accounts Payable

Checks for Approval

User: Mary.Jenson
 Printed: 7/16/2019 - 11:32 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93690	07/11/2019	Boulevard Landscaping	Contract Maintenance	Sandstrom Land Management, LLC	Streetscape Maintenance	3,166.66
Contract Maintenance Total:						3,166.66
93647	07/11/2019	Boulevard Landscaping	Operating Supplies	Gertens Greenhouses	Nursery, Garden Supplies	5,143.00
0	07/11/2019	Boulevard Landscaping	Operating Supplies	Harbor Freight Tools-CC	Mower Supplies	139.23
0	07/02/2019	Boulevard Landscaping	Operating Supplies	MIDC Enterprises- CC	Irrigation Supplies	65.11
0	07/11/2019	Boulevard Landscaping	Operating Supplies	Ramy Turf Products	Turf Supplies	114.10
Operating Supplies Total:						5,461.44
Fund Total:						8,628.10
0	07/03/2019	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	6.72
Federal Income Tax Total:						6.72
0	07/03/2019	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	1.73
0	07/03/2019	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	7.43
FICA Employee Ded. Total:						9.16
0	07/03/2019	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	7.43
0	07/03/2019	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	1.73
FICA Employers Share Total:						9.16
0	07/03/2019	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	1.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					MN State Retirement Total:	1.10
0	07/03/2019	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	7.15
					PERA Employee Ded Total:	7.15
0	07/03/2019	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	7.15
0	07/03/2019	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	1.10
					PERA Employer Share Total:	8.25
0	07/03/2019	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	4.16
					State Income Tax Total:	4.16
					Fund Total:	45.70
93583	07/03/2019	Community Development	Advertising	Lillie Suburban Newspaper Inc	Notices-Acct: 262	60.06
					Advertising Total:	60.06
93686	07/11/2019	Community Development	Building Surcharge	Ridler Heating	Sewer Permit Fee Refund	1.00
					Building Surcharge Total:	1.00
0	07/11/2019	Community Development	Colder Products Escrow	Erickson, Bell, Beckman & Quinn I	Twin View First Addition	332.00
					Colder Products Escrow Total:	332.00
0	07/02/2019	Community Development	Conferences	Old Chicago-CC	Staff Development Supplies	21.44
					Conferences Total:	21.44
0	07/03/2019	Community Development	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	50.86
0	07/03/2019	Community Development	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	1,959.40
					Credit Card Fees Total:	2,010.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/11/2019	Community Development	Development Escrow	Rehder Forestry Consulting	Tree Review	238.00
					Development Escrow Total:	238.00
0	07/03/2019	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	4,030.34
					Federal Income Tax Total:	4,030.34
0	07/03/2019	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	2,359.35
0	07/03/2019	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare Ei	551.77
					FICA Employee Ded. Total:	2,911.12
0	07/03/2019	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare Ei	551.77
0	07/03/2019	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	2,359.35
					FICA Employers Share Total:	2,911.12
93575	07/03/2019	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	540.00
					HRA Employer Total:	540.00
0	07/03/2019	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	1,125.45
					ICMA Def Comp Total:	1,125.45
93532	07/02/2019	Community Development	Life Ins. Employee	LINA	Life Insurance Premium	208.96
					Life Ins. Employee Total:	208.96
93532	07/02/2019	Community Development	Life Ins. Employer	LINA	Life Insurance Premium	56.18
					Life Ins. Employer Total:	56.18
93532	07/02/2019	Community Development	Long Term Disability	LINA	Life Insurance Premium	197.56
					Long Term Disability Total:	197.56
0	07/03/2019	Community Development	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 21	665.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employee Total:	665.19
0	07/03/2019	Community Development	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 2019	5,964.15
					Medical Ins Employer Total:	5,964.15
0	07/02/2019	Community Development	Memberships & Subscriptions	Finance & Commerce-CC	Subscription Renewal	214.00
					Memberships & Subscriptions Total:	214.00
93673	07/11/2019	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-June 2019	-61.57
					Miscellaneous Revenue Total:	-61.57
0	07/03/2019	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	372.31
					MN State Retirement Total:	372.31
0	07/03/2019	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	845.00
					MNDCP Def Comp Total:	845.00
0	07/03/2019	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	2,523.94
					PERA Employee Ded Total:	2,523.94
0	07/03/2019	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	2,523.94
0	07/03/2019	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	388.31
					PERA Employer Share Total:	2,912.25
93662	07/11/2019	Community Development	Professional Services	Lockridge Grindal Nauen P.L.L.P.	Professional Services-July 2019	2,500.00
0	07/11/2019	Community Development	Professional Services	Rehder Forestry Consulting	Tree Review	68.00
0	07/11/2019	Community Development	Professional Services	Rehder Forestry Consulting	2340 Rose Place	34.00
93705	07/11/2019	Community Development	Professional Services	Verizon Wireless	Cell Phones	53.05
					Professional Services Total:	2,655.05
93673	07/11/2019	Community Development	Sales Tax Payable	Mn Dept of Labor & Industry	Building Permit Surcharges-June 2019	3,089.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Sales Tax Payable Total:	3,089.13
93686	07/11/2019	Community Development	Sewer Permits	Ridler Heating	Sewer Permit Fee Refund	48.80
					Sewer Permits Total:	48.80
0	07/03/2019	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	1,847.19
					State Income Tax Total:	1,847.19
					Fund Total:	35,718.93
0	07/02/2019	Contracted Engineering Svcs	City Hall Parking Lot	Pollution Control-CC	Online Application	400.00
					City Hall Parking Lot Total:	400.00
0	07/03/2019	Contracted Engineering Svcs	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	536.14
					Credit Card Fees Total:	536.14
93576	07/03/2019	Contracted Engineering Svcs	Deposits	Interstate, LLC	Erosion Control Escrow Refund-1800	5,680.00
93669	07/11/2019	Contracted Engineering Svcs	Deposits	William Metzger	Erosion Control Escrow Refund-1245	1,000.00
93600	07/03/2019	Contracted Engineering Svcs	Deposits	Rachel Contracting	Erosion Control Escrow Refund-701	3,000.00
					Deposits Total:	9,680.00
0	07/03/2019	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	787.38
					Federal Income Tax Total:	787.38
0	07/03/2019	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	410.33
0	07/03/2019	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	95.96
					FICA Employee Ded. Total:	506.29
0	07/03/2019	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	410.33
0	07/03/2019	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	95.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	506.29
93532	07/02/2019	Contracted Engineering Svcs	Life Ins. Employee	LINA	Life Insurance Premium	18.00
					Life Ins. Employee Total:	18.00
93532	07/02/2019	Contracted Engineering Svcs	Life Ins. Employer	LINA	Life Insurance Premium	9.47
					Life Ins. Employer Total:	9.47
93532	07/02/2019	Contracted Engineering Svcs	Long Term Disability	LINA	Life Insurance Premium	35.74
					Long Term Disability Total:	35.74
0	07/03/2019	Contracted Engineering Svcs	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 2019	1,240.15
					Medical Ins Employer Total:	1,240.15
0	07/03/2019	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Employment	66.90
					MN State Retirement Total:	66.90
0	07/03/2019	Contracted Engineering Svcs	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP Def Comp	115.00
					MNDCP Def Comp Total:	115.00
0	07/03/2019	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Employee Ded	434.88
					PERA Employee Ded Total:	434.88
0	07/03/2019	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Employer Share	434.88
0	07/03/2019	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Addition	66.90
					PERA Employer Share Total:	501.78
93655	07/11/2019	Contracted Engineering Svcs	Right of Way Permits	Kathleen Kaczmarek	Right of Way Permit Refund-2201 Be	150.00
					Right of Way Permits Total:	150.00
0	07/03/2019	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Income Tax	342.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					State Income Tax Total:	342.56
					Fund Total:	15,330.58
93648	07/11/2019	EDA Operating Fund	Professional Services	Golden Shovel Agency	Gatekeeper Service	1,000.00
93692	07/11/2019	EDA Operating Fund	Professional Services	St. Paul Area Chamber of Commere	BRE&A	1,000.00
93606	07/03/2019	EDA Operating Fund	Professional Services	St. Paul Area Chamber of Commere	Rice & Larpenteur Area Alliance Serv	9,170.45
					Professional Services Total:	11,170.45
0	07/11/2019	EDA Operating Fund	Training	MN Brownfields-CC	State of Brownfields Policy Updates	70.00
					Training Total:	70.00
					Fund Total:	11,240.45
93538	07/03/2019	Finance Equipment Revolving	Springbrook Upgrade	Accela, Inc. #774375	Springbrook Upgrade	79.50
					Springbrook Upgrade Total:	79.50
					Fund Total:	79.50
93542	07/03/2019	Fire Vehicles Revolving	Minor Equipment	Aspen Mills Inc.	Body Armor	1,128.00
93637	07/11/2019	Fire Vehicles Revolving	Minor Equipment	Emergency Response Solutions	Fire Fighting Boots	468.25
					Minor Equipment Total:	1,596.25
					Fund Total:	1,596.25
93583	07/03/2019	General Fund	Advertising	Lillie Suburban Newspaper Inc	Notices-Acct: 262	319.43
					Advertising Total:	319.43
93557	07/03/2019	General Fund	Clothing	Corporate Mark, Inc.	Uniform Supplies	280.98
93557	07/03/2019	General Fund	Clothing	Corporate Mark, Inc.	Uniform Supplies	112.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	7.50
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	51.96
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	24.99
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	149.98
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	162.95
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	154.48
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	9.95
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	226.56
93566	07/03/2019	General Fund	Clothing	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	-18.51
0	07/03/2019	General Fund	Clothing	Streicher's	Uniform Supplies	65.96
Clothing Total:						1,229.28
0	07/11/2019	General Fund	Conferences	Craguns Lodge - CC	Conference Lodging	397.76
0	07/02/2019	General Fund	Conferences	Craguns Lodge - CC	Victims Conference Lodging	608.32
0	07/11/2019	General Fund	Conferences	Delta Air-CC	Baggage Fee	60.00
0	07/11/2019	General Fund	Conferences	EventBrite-CC	MN Orca & IAFCI Annual Training	300.00
0	07/02/2019	General Fund	Conferences	Grandview Lodge-CC	MCMA Conference Lodging	253.42
0	07/02/2019	General Fund	Conferences	Grandview Lodge-CC	MCMA Conference Lodging	220.46
0	07/02/2019	General Fund	Conferences	HealthSource-CC	Wellness Registration	39.00
0	07/11/2019	General Fund	Conferences	Opoli-CC	Conference Shuttle	61.00
0	07/11/2019	General Fund	Conferences	St. Paul Area Chamber of Comm-C	St. Paul Chamber Presentation	50.00
0	07/11/2019	General Fund	Conferences	Sun Country -CC	Conference Transportation	422.60
0	07/11/2019	General Fund	Conferences	Taxi Cab Service-CC	Conference Transportation	60.25
0	07/11/2019	General Fund	Conferences	Westin Hotels-CC	Conference Lodging	881.61
Conferences Total:						3,354.42
93650	07/11/2019	General Fund	Const. Operating Supplies	Hardwood Creek Lumber, Inc.	Lumber Supplies	636.30
Const. Operating Supplies Total:						636.30
93619	07/11/2019	General Fund	Contract Maint - Vehicles	Astleford International Trucks	Vehicle Repair	2,533.03
93552	07/03/2019	General Fund	Contract Maint - Vehicles	City Auto Glass	Windshield	411.41
0	07/03/2019	General Fund	Contract Maint - Vehicles	Emergency Automotive Tech Inc	Vehicle Repair	299.95
0	07/03/2019	General Fund	Contract Maint - Vehicles	Mister Car Wash	Vehicle Washes	116.20
93601	07/03/2019	General Fund	Contract Maint - Vehicles	Ramsey County	Fleet Support Fee	386.88
Contract Maint - Vehicles Total:						3,747.47
0	07/03/2019	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Commercial Service	56.18
0	07/03/2019	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Commercial Service	56.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	25.08
93551	07/03/2019	General Fund	Contract Maint. - City Hall	Cintas, Corp.	Brushes, Mats	28.92
93558	07/03/2019	General Fund	Contract Maint. - City Hall	Distinctive Window Cleaning Comp	Window Cleaning	1,222.00
0	07/03/2019	General Fund	Contract Maint. - City Hall	Kone Inc	Maintenance Coverage	3,244.80
93585	07/03/2019	General Fund	Contract Maint. - City Hall	Linn Building Maintenance	General Cleaning-June 2019	4,282.00
93590	07/03/2019	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	446.25
93590	07/03/2019	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	31.25
0	07/03/2019	General Fund	Contract Maint. - City Hall	Yale Mechanical, LLC	Maintenance, Belt Replacement	1,042.95
0	07/03/2019	General Fund	Contract Maint. - City Hall	Yale Mechanical, LLC	RPZ Repair	175.00
Contract Maint. - City Hall Total:						10,732.05
0	07/03/2019	General Fund	Contract Maint. - City Garage	Adam's Pest Control Inc	Commercial Service	56.18
0	07/03/2019	General Fund	Contract Maint. - City Garage	Adam's Pest Control Inc	Commercial Service	56.18
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	30.36
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	25.08
93551	07/03/2019	General Fund	Contract Maint. - City Garage	Cintas, Corp.	Brushes, Mats	28.92
93558	07/03/2019	General Fund	Contract Maint. - City Garage	Distinctive Window Cleaning Comp	Window Cleaning	110.00
93585	07/03/2019	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	General Cleaning-June 2019	1,286.00
93590	07/03/2019	General Fund	Contract Maint. - City Garage	McGough Facility Management, LI	Facility Management	807.60
0	07/02/2019	General Fund	Contract Maint. - City Garage	Nitti Sanitation-CC	Regular Service	339.66
0	07/03/2019	General Fund	Contract Maint. - City Garage	Yale Mechanical, LLC	Maintenance, Belt Replacement	1,042.95
0	07/03/2019	General Fund	Contract Maint. - City Garage	Yale Mechanical, LLC	Water Heater Repair	1,168.13
Contract Maint. - City Garage Total:						5,042.14
0	07/03/2019	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Willow Conference Room Labor	772.95
0	07/03/2019	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	HVAC Service	644.95
Contract Maint. H.V.A.C. Total:						1,417.90
93550	07/03/2019	General Fund	Contract Maintenance	Cellebrite, Inc.	UFED Touch Ultimate SW Renewal	3,700.00
0	07/03/2019	General Fund	Contract Maintenance	City of St. Paul	Radio Maintenance & Services	315.00
0	07/03/2019	General Fund	Contract Maintenance	City of St. Paul	Radio Maintenance & Services	295.59
93585	07/03/2019	General Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-June 2019	1,038.00
0	07/02/2019	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	100.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93698	07/11/2019	General Fund	Contract Maintenance	Sympro, Inc.	Annual Maintenance	4,009.68
93702	07/11/2019	General Fund	Contract Maintenance	Twin Cities Fountain Services, LLC	Fountain Cleaning & Waterproofing	992.50
0	07/02/2019	General Fund	Contract Maintenance	Volgistics-CC	Monthly Fee	173.00
Contract Maintenance Total:						10,624.75
0	07/03/2019	General Fund	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	74.36
0	07/03/2019	General Fund	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	14.21
Credit Card Fees Total:						88.57
93601	07/03/2019	General Fund	Dispatching Services	Ramsey County	911 Dispatch Services-May 2019	21,086.60
93601	07/03/2019	General Fund	Dispatching Services	Ramsey County	CAD Services-May 2019	4,322.04
Dispatching Services Total:						25,408.64
0	07/02/2019	General Fund	Employee Recognition	Amazon.com- CC	Recognition Supplies	90.94
0	07/02/2019	General Fund	Employee Recognition	Byerly's- CC	Sheet Cake	35.99
0	07/11/2019	General Fund	Employee Recognition	Nelsons Cheese & Deli-CC	Desserts	180.69
Employee Recognition Total:						307.62
0	07/03/2019	General Fund	Employer Insurance	Sourcewell-Non Bank	Health Insurance Premium for June 21	798.00
0	07/03/2019	General Fund	Employer Insurance	Sourcewell-Non Bank	Health Insurance Premium for June 21	798.00
Employer Insurance Total:						1,596.00
93686	07/11/2019	General Fund	Engineering Fees	Ridler Heating	Sewer Permit Fee Refund	20.00
Engineering Fees Total:						20.00
0	07/03/2019	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	34,948.27
Federal Income Tax Total:						34,948.27
0	07/03/2019	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	7,583.04
0	07/03/2019	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	5,016.13
FICA Employee Ded. Total:						12,599.17
0	07/03/2019	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	7,583.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	5,016.13
					FICA Employers Share Total:	12,599.17
0	07/11/2019	General Fund	Flex Spending Day Care	[REDACTED]	Dependent Care Reimbursement	833.32
0	07/11/2019	General Fund	Flex Spending Day Care	[REDACTED]	Dependent Care Reimbursement	1,005.00
0	07/11/2019	General Fund	Flex Spending Day Care	[REDACTED]	Dependent Care Reimbursement	700.00
					Flex Spending Day Care Total:	2,538.32
0	07/03/2019	General Fund	Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	402.69
0	07/11/2019	General Fund	Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	132.04
0	07/11/2019	General Fund	Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	163.66
0	07/11/2019	General Fund	Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	516.53
0	07/11/2019	General Fund	Flex Spending Health	[REDACTED]	Flexible Benefit Reimbursement	175.00
					Flex Spending Health Total:	1,389.92
93575	07/03/2019	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Emplc	3,395.92
					HRA Employer Total:	3,395.92
0	07/03/2019	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.07.2019 ICMA Defe	2,807.06
					ICMA Def Comp Total:	2,807.06
93532	07/02/2019	General Fund	Life Ins. Employee	LINA	Life Insurance Premium	6.01
93532	07/02/2019	General Fund	Life Ins. Employee	LINA	Life Insurance Premium	2,133.74
					Life Ins. Employee Total:	2,139.75
0	07/03/2019	General Fund	Life Ins. Employer	LELS	PR Batch 00001.07.2019 LELS 112 U	-51.00
93532	07/02/2019	General Fund	Life Ins. Employer	LINA	Life Insurance Premium	465.22
					Life Ins. Employer Total:	414.22
93532	07/02/2019	General Fund	Long Term Disability	LINA	Life Insurance Premium	1,670.19
					Long Term Disability Total:	1,670.19
0	07/03/2019	General Fund	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 21	3,870.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	General Fund	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 2019	3,691.63
					Medical Ins Employee Total:	7,562.08
0	07/03/2019	General Fund	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 2019	51,492.18
					Medical Ins Employer Total:	51,492.18
93645	07/11/2019	General Fund	Medical Services	FSSolutions	Urine Drug Screen	47.00
					Medical Services Total:	47.00
0	07/02/2019	General Fund	Memberships & Subscriptions	POST Board Licensing-CC	Membership Dues	1,260.00
0	07/11/2019	General Fund	Memberships & Subscriptions	SHRM-CC	Subscription Renewal	189.00
0	07/02/2019	General Fund	Memberships & Subscriptions	Wall Street Journal-CC	Annual Subscription	467.88
					Memberships & Subscriptions Total:	1,916.88
0	07/11/2019	General Fund	Miscellaneous	Byerly's- CC	Dept Heads Meeting Supplies	5.99
0	07/02/2019	General Fund	Miscellaneous	Byerly's- CC	Mental Health Lunch-n-Learn Supplies	11.98
0	07/11/2019	General Fund	Miscellaneous	Caribou Coffee- CC	Dept Head Meeting Supplies	15.02
0	07/02/2019	General Fund	Miscellaneous	Culvers-CC	Lunch Meeting w/Mayor Roe-Trudge	9.33
0	07/11/2019	General Fund	Miscellaneous	Green Mill- CC	Lunch Meeting w/Councilmember Williams	15.86
0	07/11/2019	General Fund	Miscellaneous	Target- CC	Wellness Lunch and Learn Supplies	12.25
0	07/11/2019	General Fund	Miscellaneous	Target- CC	Mayors/Managers Meeting Supplies	8.03
0	07/02/2019	General Fund	Miscellaneous	Target- CC	Essay Contest Reception Supplies	25.44
					Miscellaneous Total:	103.90
0	07/03/2019	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Employment	4,661.65
					MN State Retirement Total:	4,661.65
0	07/03/2019	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP Def Comp	9,155.38
					MNDCP Def Comp Total:	9,155.38
0	07/11/2019	General Fund	Motor Fuel	Mansfield Oil Company of Gainsville	2019 Blanket PO for Fuel State Bid F	4,674.91
0	07/11/2019	General Fund	Motor Fuel	Mansfield Oil Company of Gainsville	2019 Blanket PO for Fuel State Bid F	7,962.40
0	07/03/2019	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	May 2019 Fuel Tax	233.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Motor Fuel Total:						12,871.01
93553	07/03/2019	General Fund	Non Business - Pawn Fees	City of Minneapolis Receivables	Pawn Transaction Fees	1,807.20
Non Business - Pawn Fees Total:						1,807.20
0	07/02/2019	General Fund	Office Supplies	Amazon.com- CC	Office Supplies	123.92
0	07/11/2019	General Fund	Office Supplies	Greenhaven Printing	Envelopes, Business Cards	39.00
0	07/03/2019	General Fund	Office Supplies	Greenhaven Printing	Business Cards	129.00
0	07/02/2019	General Fund	Office Supplies	Problem Solver-CC	Front to Back Rail	112.86
0	07/02/2019	General Fund	Office Supplies	Suburban Ace Hardware-CC	Office Supplies	18.23
0	07/11/2019	General Fund	Office Supplies	Target- CC	Cleaning Supplies	26.07
0	07/02/2019	General Fund	Office Supplies	Target- CC	Office Supplies	10.18
0	07/02/2019	General Fund	Office Supplies	Target- CC	Office Supplies	28.97
0	07/02/2019	General Fund	Office Supplies	Target- CC	Bins	26.70
Office Supplies Total:						514.93
0	07/02/2019	General Fund	Op Supplies - City Hall	Amazon.com- CC	Willow Room Sound Supplies	2,386.23
0	07/02/2019	General Fund	Op Supplies - City Hall	Amazon.com- CC	Tables for Willow Room	611.88
93554	07/03/2019	General Fund	Op Supplies - City Hall	CL Bensen Company, Inc.	Filters	162.96
0	07/02/2019	General Fund	Op Supplies - City Hall	Cubicle Keys-CC	Lock, Keys	15.00
93563	07/03/2019	General Fund	Op Supplies - City Hall	Ferguson Enterprises Inc #1657	Meter Supplies	500.00
0	07/03/2019	General Fund	Op Supplies - City Hall	Fikes, Inc.	Restroom Supplies	577.95
0	07/03/2019	General Fund	Op Supplies - City Hall	Fikes, Inc.	Restroom Supplies	324.60
0	07/02/2019	General Fund	Op Supplies - City Hall	Monoprice.Com-CC	Willow Room Supplies	282.93
0	07/11/2019	General Fund	Op Supplies - City Hall	Walmart-CC	City Hall Supplies	27.85
Op Supplies - City Hall Total:						4,889.40
0	07/02/2019	General Fund	Operating Supplies	AED Superstore-CC	AED Supplies	239.45
93540	07/03/2019	General Fund	Operating Supplies	Alphagraphics Boston	Stickers, Door Hangers, Magnets	165.38
0	07/11/2019	General Fund	Operating Supplies	Amazon.com- CC	Key Tag, Firefighter Swipe Tool	35.96
0	07/11/2019	General Fund	Operating Supplies	Amazon.com- CC	LED Light	20.31
0	07/11/2019	General Fund	Operating Supplies	Amazon.com- CC	Bags, Membership Dues	146.99
0	07/11/2019	General Fund	Operating Supplies	Amazon.com- CC	Display Port	17.98
0	07/11/2019	General Fund	Operating Supplies	Amazon.com- CC	Coffee Supplies	62.25
0	07/02/2019	General Fund	Operating Supplies	Amazon.com- CC	Pliers	33.00
0	07/02/2019	General Fund	Operating Supplies	Amazon.com- CC	Property Room Supplies	42.22
0	07/02/2019	General Fund	Operating Supplies	Amazon.com- CC	Station Supplies	296.96
0	07/03/2019	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	902.52

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93545	07/03/2019	General Fund	Operating Supplies	Batteries Plus Bulbs	Batteries	43.90
0	07/11/2019	General Fund	Operating Supplies	Batteries Plus-CC	Batteries	25.98
0	07/11/2019	General Fund	Operating Supplies	Best Buy- CC	Headset	53.68
0	07/11/2019	General Fund	Operating Supplies	Byerly's- CC	Sheet Cake	37.99
0	07/02/2019	General Fund	Operating Supplies	Certified Laboratories-CC	Safety Supplies	269.89
93625	07/11/2019	General Fund	Operating Supplies	CES Imaging	SSP Minimum	40.00
93630	07/11/2019	General Fund	Operating Supplies	Commercial Asphalt Co	Asphalt Supplies	4,632.73
93555	07/03/2019	General Fund	Operating Supplies	Commercial Asphalt Co	Asphalt	5,335.61
93557	07/03/2019	General Fund	Operating Supplies	Corporate Mark, Inc.	Safety Camp T-Shirts	512.50
0	07/11/2019	General Fund	Operating Supplies	Costco-CC	Water	143.52
0	07/11/2019	General Fund	Operating Supplies	Costco-CC	Kids Safety Camp Supplies	21.46
0	07/02/2019	General Fund	Operating Supplies	Costco-CC	Water	44.53
93632	07/11/2019	General Fund	Operating Supplies	Diamond Vogel Paint Center	Paint Supplies	470.40
0	07/11/2019	General Fund	Operating Supplies	Discount Steel Inc-CC	Aluminum	234.05
0	07/02/2019	General Fund	Operating Supplies	Dunn Bros Coffee-CC	Coffee With a Cop Supplies	55.57
93642	07/11/2019	General Fund	Operating Supplies	Fra-Dor Inc.	Received Blacktop	445.00
0	07/11/2019	General Fund	Operating Supplies	Galls Inc-CC	Patrol Supplies	18.00
0	07/11/2019	General Fund	Operating Supplies	Greenhaven Printing	Business Cards	43.00
0	07/11/2019	General Fund	Operating Supplies	Home Depot- CC	Ladder	122.32
93580	07/03/2019	General Fund	Operating Supplies	Lakes Floral, Gift & Garden	Flower Delivery	70.00
0	07/02/2019	General Fund	Operating Supplies	Menards-CC	Tools	83.97
0	07/02/2019	General Fund	Operating Supplies	Menards-CC	Power Car Wash	9.69
93592	07/03/2019	General Fund	Operating Supplies	Missing Children Minnesota	SAFER Seminar	124.36
0	07/02/2019	General Fund	Operating Supplies	Office Depot- CC	CAFR Binders	9.18
0	07/11/2019	General Fund	Operating Supplies	PayPal-CC	Kids Camp Supplies	1,534.00
0	07/03/2019	General Fund	Operating Supplies	Rick Person	Supplies Reimbursement	16.08
0	07/02/2019	General Fund	Operating Supplies	Radio Parts-CC	Power Cable	9.94
0	07/02/2019	General Fund	Operating Supplies	Sirchie Finger Print-CC	Finger Print Supplies	48.17
93693	07/11/2019	General Fund	Operating Supplies	Staples Advantage, Inc.	Toner	106.58
0	07/02/2019	General Fund	Operating Supplies	Staples-CC	Office Supplies	386.47
0	07/02/2019	General Fund	Operating Supplies	Staples-CC	Office Supplies	182.47
0	07/11/2019	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Paint Supplies	80.35
0	07/11/2019	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Primer	7.00
0	07/02/2019	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Caulk	7.51
0	07/02/2019	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Seed, Scoop	94.97
0	07/02/2019	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	27.96
0	07/11/2019	General Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Modified Aggregate	807.35
0	07/02/2019	General Fund	Operating Supplies	Target- CC	Kitchen Supplies	16.14
0	07/02/2019	General Fund	Operating Supplies	Target- CC	Property Room Supplies	13.96
0	07/11/2019	General Fund	Operating Supplies	UPS Store- CC	Ground Shipping	21.73
0	07/02/2019	General Fund	Operating Supplies	Walmart-CC	Credit	-11.68
0	07/02/2019	General Fund	Operating Supplies	Walmart-CC	Patrol Supplies	14.30
0	07/02/2019	General Fund	Operating Supplies	Walmart-CC	Cleaning Supplies	30.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Operating Supplies Total:						18,204.32
93554	07/03/2019	General Fund	Operating Supplies City Garage	CL Bensen Company, Inc.	Filters	162.96
0	07/03/2019	General Fund	Operating Supplies City Garage	Fikes, Inc.	Restroom Supplies	115.59
0	07/03/2019	General Fund	Operating Supplies City Garage	Fikes, Inc.	Restroom Supplies	64.92
0	07/11/2019	General Fund	Operating Supplies City Garage	Kleen Rite-CC	Hydrominder	131.04
0	07/03/2019	General Fund	Operating Supplies City Garage	Sherwin Williams	Paint Supplies	32.86
Operating Supplies City Garage Total:						507.37
0	07/03/2019	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	32,983.42
PERA Employee Ded Total:						32,983.42
0	07/03/2019	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	45,801.05
0	07/03/2019	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	1,130.47
PERA Employer Share Total:						46,931.52
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	99.98
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	24.99
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	19.99
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	99.98
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	74.99
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	99.98
93566	07/03/2019	General Fund	Police Reserve Program	Galls, LLC-DBA Uniforms Unlimit	Uniform Supplies	74.99
Police Reserve Program Total:						494.90
0	07/03/2019	General Fund	Postage	Pitney Bowes - Non Bank	May Postage	3,000.00
Postage Total:						3,000.00
0	07/11/2019	General Fund	Printing	Greenhaven Printing	Envelopes, Business Cards	272.00
Printing Total:						272.00
0	07/03/2019	General Fund	Professional Services	Advanced Graphix, Inc.	Decals	195.50
0	07/11/2019	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	General Civil Matters	16,812.00
0	07/11/2019	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Service	13,613.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93582	07/03/2019	General Fund	Professional Services	LexisNexis Risk Data Management	Minimum Commitment Balance	50.00
93663	07/11/2019	General Fund	Professional Services	MapCertain, LLC	Customized Floor Plan	2,000.00
93588	07/03/2019	General Fund	Professional Services	Martin McAllister, Inc.	Public Safety Assessment	1,650.00
93589	07/03/2019	General Fund	Professional Services	Masa Consulting, Inc.	Behavioral Health Consultation	1,250.00
93590	07/03/2019	General Fund	Professional Services	McGough Facility Management, LI	Facility Management	2,826.60
93668	07/11/2019	General Fund	Professional Services	Metropolitan Courier Corp.	Courier Service	723.00
93594	07/03/2019	General Fund	Professional Services	MN Board of POST	Peace Officer License for Isabella Cu	180.00
93603	07/03/2019	General Fund	Professional Services	RTVision, Inc.	One Office/eGram Licenses	4,200.00
93603	07/03/2019	General Fund	Professional Services	RTVision, Inc.	One Office Upgrade Implementation	2,500.00
0	07/03/2019	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Finance Commission Meeting Minute	220.25
0	07/03/2019	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	City Council & EDA Meetings Minut	582.80
93608	07/03/2019	General Fund	Professional Services	Trans Union, LLC	Credit, Employment Report	7.10
93609	07/03/2019	General Fund	Professional Services	TransUnion Risk and Alternative	Person Searches	279.40
93609	07/03/2019	General Fund	Professional Services	TransUnion Risk and Alternative	Person Searches	526.10
93611	07/03/2019	General Fund	Professional Services	University of Minnesota-Veterinary	K9 Service-Invoices: 1250949, 1250'	1,718.83
0	07/02/2019	General Fund	Professional Services	UPS Store- CC	Patrol Training Supplies	11.86
0	07/02/2019	General Fund	Professional Services	UPS Store- CC	Ground Shipping	11.73
Professional Services Total:						49,358.17
0	07/03/2019	General Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	3.00
Sales Tax Payable Total:						3.00
0	07/03/2019	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	16,029.33
State Income Tax Total:						16,029.33
93705	07/11/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	175.11
93705	07/11/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	29.06
93705	07/11/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	313.78
93612	07/03/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	880.28
93612	07/03/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	40.01
93612	07/03/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	1,877.32
93612	07/03/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	143.71
93612	07/03/2019	General Fund	Telephone	Verizon Wireless	Cell Phones	563.08
Telephone Total:						4,022.35
0	07/02/2019	General Fund	Training	Arbys-CC	Training Meal	8.40
0	07/02/2019	General Fund	Training	Arbys-CC	Training Meal	7.51
0	07/02/2019	General Fund	Training	BCA-CC	Training Registration	250.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	General Fund	Training	Century College	Administrative Training	210.00
0	07/03/2019	General Fund	Training	City of St. Paul	Training Classes	1,420.00
0	07/02/2019	General Fund	Training	Costco-CC	Training Supplies	63.94
0	07/11/2019	General Fund	Training	Cub Foods- CC	Training Supplies	27.45
0	07/11/2019	General Fund	Training	Culvers-CC	Investigation Training Meal	8.73
0	07/11/2019	General Fund	Training	El Sombrero-CC	Patrol Training Meals	29.35
0	07/02/2019	General Fund	Training	Fairfield Inn-CC	Training Lodging	192.20
93564	07/03/2019	General Fund	Training	Fox Valley Techn College-3rd Party	SRO Training	330.00
0	07/02/2019	General Fund	Training	Grumpy's Grill-CC	Training Supplies	33.00
0	07/11/2019	General Fund	Training	Holiday Fuel-CC	Use of Force Supplies	15.96
0	07/03/2019	General Fund	Training	Crystal Jones	Training Expenses Reimbursement	428.02
93581	07/03/2019	General Fund	Training	League of MN Cities	Training Classes	30.00
93674	07/11/2019	General Fund	Training	MNIAAI	Vehicle Fire Investigaion Class-S. Bal	150.00
0	07/11/2019	General Fund	Training	National Emergency Training-CC	Training	172.00
0	07/02/2019	General Fund	Training	Nelsons Cheese & Deli-CC	Training Meals	112.19
0	07/02/2019	General Fund	Training	Parking Ramp-CC	Parking During Training	12.00
0	07/11/2019	General Fund	Training	PayPal-CC	Patrol Training	248.88
0	07/02/2019	General Fund	Training	Pickled Loon-CC	Patrol Training Meals	67.63
0	07/11/2019	General Fund	Training	RBT Superstore-CC	Use of Force Supplies	222.95
0	07/11/2019	General Fund	Training	SMM Web-CC	Training	159.00
0	07/03/2019	General Fund	Training	Streicher's	Use of Force Training	370.00
0	07/11/2019	General Fund	Training	USPCA-CC	K9 Dog Trials	120.00
0	07/02/2019	General Fund	Training	Vimeo-CC	GARE Training Supplies	4.99
Training Total:						4,694.20
0	07/03/2019	General Fund	Union Dues Deduction	LELS	PR Batch 00001.07.2019 LELS Unio	102.00
0	07/03/2019	General Fund	Union Dues Deduction	LELS	PR Batch 00001.07.2019 LELS 112 U	1,734.00
0	07/03/2019	General Fund	Union Dues Deduction	LELS	PR Batch 00001.07.2019 Sergeant Ur	357.00
93586	07/03/2019	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unio	262.16
0	07/03/2019	General Fund	Union Dues Deduction	Roseville Firefighters Local 5051	PR Batch 00001.07.2019 IAFF Union	975.00
Union Dues Deduction Total:						3,430.16
0	07/03/2019	General Fund	Utilities	Xcel Energy	New Fire Station	2,293.45
0	07/03/2019	General Fund	Utilities	Xcel Energy	Traffic Signals & Streetlights	1,795.55
0	07/03/2019	General Fund	Utilities	Xcel Energy	Streetlights	12,280.86
Utilities Total:						16,369.86
93614	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Allstate Peterbilt of South St. Paul	Filters	117.71
93614	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Allstate Peterbilt of South St. Paul	Filters	160.58
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Amazon.com- CC	Vehicle Supplies	277.02

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93545	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Batteries Plus Bulbs	Battery	192.95
93626	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Cintas Corporation	Uniform Supplies	29.80
93626	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Cintas Corporation	Uniform Supplies	29.80
93634	07/11/2019	General Fund	Vehicle Supplies & Maintenance	DVS Renewal	Vehicle Registration Plate Number: 1	11.00
93559	07/03/2019	General Fund	Vehicle Supplies & Maintenance	DVS Renewal	Vehicle Registration Renewal Plate: 1	11.00
93561	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Emergency Medical Products, Inc.	Glucose Tests	206.67
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	14.90
0	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	49.00
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Fastenal Company Inc.	Vehicle Supplies	138.26
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Fastenal Company Inc.	Vehicle Supplies	41.87
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Repair	283.74
0	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Metal Supermarkets	Cold Rolled Round Tube	114.56
0	07/02/2019	General Fund	Vehicle Supplies & Maintenance	MN State Colleges-CC	Vehicle Re-Certification	100.00
0	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	Vehicle Supplies	15.96
93677	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Nardini Fire Equipment Co, Inc	Fire Vehicle Supplies	417.38
0	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Rigid Hitch Incorporated	Adapter	49.83
93688	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Roseville Chrysler Jeep Dodge	Cabin Filters	158.40
93602	07/03/2019	General Fund	Vehicle Supplies & Maintenance	Roseville Chrysler Jeep Dodge	Hose Radiator Outlet	51.01
0	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Snap On-CC	Jump Starter	29.00
0	07/02/2019	General Fund	Vehicle Supplies & Maintenance	Snap On-CC	Tool Supplies	51.00
0	07/02/2019	General Fund	Vehicle Supplies & Maintenance	Suburban Ace Hardware-CC	Power Equipment Parts	139.99
93695	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Vehicle Supplies	506.60
93700	07/11/2019	General Fund	Vehicle Supplies & Maintenance	Titan Machinery	Vehicle Supplies	1,241.48
Vehicle Supplies & Maintenance Total:						4,439.51
0	07/11/2019	General Fund	Volunteer Recognition	Cub Foods- CC	Volunteer Supplies	14.94
0	07/11/2019	General Fund	Volunteer Recognition	Dunkin Donuts-CC	Volunteer Supplies	158.44
0	07/11/2019	General Fund	Volunteer Recognition	Target- CC	Volunteer Supplies	11.87
Volunteer Recognition Total:						185.25
Fund Total:						434,973.53
93556	07/03/2019	General Fund Donations	Explorers - Supplies	Connexus Energy	Kids Safety Camp Electric Safety Dei	300.00
0	07/02/2019	General Fund Donations	Explorers - Supplies	Dominos Pizza-CC	Explorer Conference Supplies	145.00
0	07/02/2019	General Fund Donations	Explorers - Supplies	Kahler Inn & Suitesl-CC	Explorer Conference Parking	42.00
Explorers - Supplies Total:						487.00
0	07/11/2019	General Fund Donations	K-9 - Supplies	Whistle-CC	Monthly Fee	9.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					K-9 - Supplies Total:	9.95
					Fund Total:	496.95
93638	07/11/2019	Golf Course	Building Rental	Kiana Fabunmi	Banquet Room Security Deposit Refu	200.00
93639	07/11/2019	Golf Course	Building Rental	Amy Finken	Banquet Room Security Deposit Refu	200.00
					Building Rental Total:	400.00
0	07/02/2019	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	79.56
0	07/11/2019	Golf Course	Contract Maintenance	Rooter Man-CC	Grease Trap Cleaning	299.00
					Contract Maintenance Total:	378.56
0	07/03/2019	Golf Course	Credit Card Fees	US Bank-CC	May 2018 Terminal Charges	993.81
					Credit Card Fees Total:	993.81
0	07/03/2019	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	831.26
					Federal Income Tax Total:	831.26
0	07/03/2019	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	174.26
0	07/03/2019	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	745.04
					FICA Employee Ded. Total:	919.30
0	07/03/2019	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	745.04
0	07/03/2019	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	174.26
					FICA Employers Share Total:	919.30
0	07/02/2019	Golf Course	Furniture, Fixtures, Equipment	Webstaurant Store-CC	Bar Tables, Stools	504.16
					Furniture, Fixtures, Equipment Total:	504.16
93575	07/03/2019	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	170.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	170.00
0	07/03/2019	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00001.07.2019 ICMA Defe	175.00
					ICMA Def Comp Total:	175.00
93532	07/02/2019	Golf Course	Life Ins. Employee	LINA	Life Insurance Premium	139.48
					Life Ins. Employee Total:	139.48
93532	07/02/2019	Golf Course	Life Ins. Employer	LINA	Life Insurance Premium	9.38
					Life Ins. Employer Total:	9.38
93532	07/02/2019	Golf Course	Long Term Disability	LINA	Life Insurance Premium	34.65
					Long Term Disability Total:	34.65
0	07/03/2019	Golf Course	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	305.08
					Medical Ins Employee Total:	305.08
0	07/03/2019	Golf Course	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	1,239.61
					Medical Ins Employer Total:	1,239.61
0	07/11/2019	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Concession Items for Resale	327.35
0	07/11/2019	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Concession Items for Resale	274.32
0	07/02/2019	Golf Course	Merchandise For Sale	Rock Bottom Golf-CC	Clothing for Resale	409.44
0	07/11/2019	Golf Course	Merchandise For Sale	Target- CC	Concession Items for Resale	17.91
0	07/11/2019	Golf Course	Merchandise for Sale	Target- CC	Concession Items for Resale	33.29
0	07/02/2019	Golf Course	Merchandise For Sale	Target- CC	Items for Resale	24.95
0	07/11/2019	Golf Course	Merchandise For Sale	Webstaurant Store-CC	Concession Items	118.66
0	07/02/2019	Golf Course	Merchandise For Sale	Webstaurant Store-CC	Concession Items for Resale	136.56
					Merchandise For Sale Total:	1,342.48
0	07/03/2019	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	65.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					MN State Retirement Total:	65.31
0	07/03/2019	Golf Course	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	50.00
					MNDCP Def Comp Total:	50.00
0	07/11/2019	Golf Course	Operating Supplies	Dey Appliance-CC	Golf Course Supplies	45.85
0	07/02/2019	Golf Course	Operating Supplies	Ferguson Enterprises Inc.-CC	Pump House Valve	420.26
0	07/11/2019	Golf Course	Operating Supplies	Gertens Greenhouses-CC	Golf Course Supplies	711.78
0	07/11/2019	Golf Course	Operating Supplies	Home Depot- CC	Golf Course Supplies	85.61
0	07/11/2019	Golf Course	Operating Supplies	MIDC Enterprises- CC	Golf Course Supplies	109.61
0	07/02/2019	Golf Course	Operating Supplies	MIDC Enterprises- CC	Irrigation Supplies	36.16
0	07/11/2019	Golf Course	Operating Supplies	Mn Dept of Labor-CC	Golf Course Supplies	86.00
0	07/11/2019	Golf Course	Operating Supplies	Restaurant Depot- CC	Concession Items	43.34
0	07/11/2019	Golf Course	Operating Supplies	Sherwin Williams - CC	Golf Course Supplies	89.52
0	07/02/2019	Golf Course	Operating Supplies	Site One Landscapes-CC	Irrigation Tools	40.12
0	07/11/2019	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Golf Course Supplies	21.44
0	07/11/2019	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Golf Course Supplies	13.95
0	07/11/2019	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Fasteners	4.32
0	07/11/2019	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Golf Course Supplies	16.98
0	07/11/2019	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Golf Course Supplies	17.57
0	07/02/2019	Golf Course	Operating Supplies	Target- CC	Batteries, Bins	28.87
0	07/11/2019	Golf Course	Operating Supplies	Webstaurant Store-CC	Concession Items	9.99
					Operating Supplies Total:	1,781.37
0	07/03/2019	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	424.53
					PERA Employee Ded Total:	424.53
0	07/03/2019	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	65.31
0	07/03/2019	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	424.53
					PERA Employer Share Total:	489.84
0	07/03/2019	Golf Course	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	3,841.36
					Sales Tax Payable Total:	3,841.36
0	07/03/2019	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	442.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					State Income Tax Total:	442.80
0	07/03/2019	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	54.17
0	07/03/2019	Golf Course	Use Tax Payable	Xcel Energy	Sales/Use Tax	-61.69
					Use Tax Payable Total:	-7.52
0	07/03/2019	Golf Course	Utilities	Xcel Energy	Golf Course	958.88
					Utilities Total:	958.88
0	07/11/2019	Golf Course	Vehicle Supplies & Maintenance	MTI Distributing, Inc.	Vehicle Supplies	188.03
					Vehicle Supplies & Maintenance Total:	188.03
					Fund Total:	16,596.67
93682	07/11/2019	Information Technology	Contract Maintenance	PDQ.com Corp.	Enterprise Mode Single User License	80.00
					Contract Maintenance Total:	80.00
0	07/03/2019	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	6,458.65
					Federal Income Tax Total:	6,458.65
93618	07/11/2019	Information Technology	Fiber Maintenance & Locates	Arvig, Inc.	Fiber Maintenance Acct: 000305657.	280.00
93708	07/11/2019	Information Technology	Fiber Maintenance & Locates	Zayo Group LLC	Fiber Maintenance	3,379.34
					Fiber Maintenance & Locates Total:	3,659.34
0	07/03/2019	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	876.23
0	07/03/2019	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	3,746.57
					FICA Employee Ded. Total:	4,622.80
0	07/03/2019	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	3,746.57
0	07/03/2019	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	876.23

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	4,622.80
93575	07/03/2019	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Emplc	1,170.00
					HRA Employer Total:	1,170.00
0	07/03/2019	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	225.00
					ICMA Def Comp Total:	225.00
0	07/11/2019	Information Technology	Internet	Cologix, Inc	LAN/WAN Internet	48.03
93629	07/11/2019	Information Technology	Internet	Comcast	Internet	91.90
93628	07/11/2019	Information Technology	Internet	Comcast	Internet	239.80
93653	07/11/2019	Information Technology	Internet	Hurricane Electric	LAN/WAN Internet	40.70
93661	07/11/2019	Information Technology	Internet	Level 3 Communications. LLC	Internet	118.59
					Internet Total:	539.02
93532	07/02/2019	Information Technology	Life Ins. Employee	LINA	Life Insurance Premium	213.30
					Life Ins. Employee Total:	213.30
93532	07/02/2019	Information Technology	Life Ins. Employer	LINA	Life Insurance Premium	94.77
					Life Ins. Employer Total:	94.77
93532	07/02/2019	Information Technology	Long Term Disability	LINA	Life Insurance Premium	318.69
					Long Term Disability Total:	318.69
0	07/03/2019	Information Technology	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	437.47
					Medical Ins Employee Total:	437.47
0	07/03/2019	Information Technology	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	13,086.87
					Medical Ins Employer Total:	13,086.87
0	07/03/2019	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	603.03

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					MN State Retirement Total:	603.03
0	07/03/2019	Information Technology	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	200.00
					MNDCP Def Comp Total:	200.00
0	07/11/2019	Information Technology	Operating Supplies	Amazon.com- CC	Computer Supplies	7.98
0	07/11/2019	Information Technology	Operating Supplies	Monoprice.Com-CC	Computer Supplies	288.65
0	07/11/2019	Information Technology	Operating Supplies	SHI International Corp	Wireless Mouse	19.88
					Operating Supplies Total:	316.51
0	07/03/2019	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	3,919.69
					PERA Employee Ded Total:	3,919.69
0	07/03/2019	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	3,919.69
0	07/03/2019	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	603.03
					PERA Employer Share Total:	4,522.72
0	07/03/2019	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	2,825.98
					State Income Tax Total:	2,825.98
93615	07/11/2019	Information Technology	Telephone	Allstream	Telephone	673.30
93705	07/11/2019	Information Technology	Telephone	Verizon Wireless	Cell Phones	476.13
					Telephone Total:	1,149.43
0	07/11/2019	Information Technology	Training	Amazon.com- CC	Microsoft Training	35.86
					Training Total:	35.86
0	07/11/2019	Information Technology	Transportation	Jacob Carl	Mileage Reimbursement	157.18
0	07/11/2019	Information Technology	Transportation	Jim Ellison	Mileage Reimbursement	138.21
0	07/03/2019	Information Technology	Transportation	Anthony Greseth	Mileage Reimbursement	148.48
0	07/11/2019	Information Technology	Transportation	Eng Lee	Mileage Reimbursement	261.23
0	07/03/2019	Information Technology	Transportation	Jake Manders	Mileage Reimbursement	47.56
0	07/11/2019	Information Technology	Transportation	Morgan Matlock	Mileage Reimbursement	85.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	Information Technology	Transportation	Matt Murtha	MIleage Reimbursement	68.44
0	07/11/2019	Information Technology	Transportation	Jesse Richardson	Mileage Reimbursement	183.86
Transportation Total:						1,090.22
Fund Total:						50,192.15
93654	07/11/2019	IT: Inventory - ALL	Inventory - ALL	Insight Public Sector, Inc.	Computer Supplies	4,272.56
Inventory - ALL Total:						4,272.56
Fund Total:						4,272.56
93623	07/11/2019	IT: Other Agency Capital	Minor Equipment	CDW Government, Inc.	Antenna	159.40
93623	07/11/2019	IT: Other Agency Capital	Minor Equipment	CDW Government, Inc.	Cable	86.75
93654	07/11/2019	IT: Other Agency Capital	Minor Equipment	Insight Public Sector, Inc.	Computer Supplies	14,355.60
93654	07/11/2019	IT: Other Agency Capital	Minor Equipment	Insight Public Sector, Inc.	Computer Supplies	407.95
Minor Equipment Total:						15,009.70
Fund Total:						15,009.70
0	07/02/2019	IT: Other Agency Operational	Contract Maintenance	Microsoft-CC	Online Services	423.40
93682	07/11/2019	IT: Other Agency Operational	Contract Maintenance	PDQ.com Corp.	Enterprise Mode Single User License	420.00
Contract Maintenance Total:						843.40
93708	07/11/2019	IT: Other Agency Operational	Fiber Maint. & Locates	Zayo Group LLC	Fiber Maintenance	1,435.22
Fiber Maint. & Locates Total:						1,435.22
0	07/11/2019	IT: Other Agency Operational	Internet Charges	Cologix, Inc	LAN/WAN Internet	541.97
93653	07/11/2019	IT: Other Agency Operational	Internet Charges	Hurricane Electric	LAN/WAN Internet	459.30
93661	07/11/2019	IT: Other Agency Operational	Internet Charges	Level 3 Communications. LLC	Internet	1,338.30
0	07/11/2019	IT: Other Agency Operational	Internet Charges	Network Solutions- CC	LAN/WAN Internet	268.90
Internet Charges Total:						2,608.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93615	07/11/2019	IT: Other Agency Operational	PSTN-PRI Access/DID Allocation	Allstream	Telephone	2,693.18
PSTN-PRI Access/DID Allocation Total:						2,693.18
Fund Total:						7,580.27
0	07/11/2019	IT: Roseville Capital	Minor Equipment	Approved Optics-CC	Transceiver	1,530.51
93631	07/11/2019	IT: Roseville Capital	Minor Equipment	Dell Marketing, L.P.	Computer Supplies	975.00
93631	07/11/2019	IT: Roseville Capital	Minor Equipment	Dell Marketing, L.P.	Computer Supplies	975.00
93631	07/11/2019	IT: Roseville Capital	Minor Equipment	Dell Marketing, L.P.	Computer Supplies	73.99
93631	07/11/2019	IT: Roseville Capital	Minor Equipment	Dell Marketing, L.P.	Computer Supplies	625.00
93654	07/11/2019	IT: Roseville Capital	Minor Equipment	Insight Public Sector, Inc.	Computer Supplies	600.60
0	07/11/2019	IT: Roseville Capital	Minor Equipment	SHI International Corp	Windows Platform	365.00
Minor Equipment Total:						5,145.10
Fund Total:						5,145.10
0	07/03/2019	License Center	Contract Maintenance	Electro Watchman, Inc.	Alarm System	720.00
93585	07/03/2019	License Center	Contract Maintenance	Linn Building Maintenance	General Cleaning-June 2019	880.00
Contract Maintenance Total:						1,600.00
0	07/03/2019	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	3,049.12
Federal Income Tax Total:						3,049.12
0	07/03/2019	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	2,550.65
0	07/03/2019	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	596.53
FICA Employee Ded. Total:						3,147.18
0	07/03/2019	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	596.53
0	07/03/2019	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	2,550.65
FICA Employers Share Total:						3,147.18
93575	07/03/2019	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	740.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	740.00
93532	07/02/2019	License Center	Life Ins. Employee	LINA	Life Insurance Premium	135.00
					Life Ins. Employee Total:	135.00
93532	07/02/2019	License Center	Life Ins. Employer	LINA	Life Insurance Premium	42.49
					Life Ins. Employer Total:	42.49
93532	07/02/2019	License Center	Long Term Disability	LINA	Life Insurance Premium	120.84
					Long Term Disability Total:	120.84
0	07/03/2019	License Center	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	1,235.60
					Medical Ins Employee Total:	1,235.60
0	07/03/2019	License Center	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	8,391.10
					Medical Ins Employer Total:	8,391.10
0	07/03/2019	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	407.03
					MN State Retirement Total:	407.03
0	07/03/2019	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	1,587.41
					MNDCP Def Comp Total:	1,587.41
0	07/02/2019	License Center	Office Supplies	Walmart-CC	Passport Supplies	12.68
					Office Supplies Total:	12.68
0	07/03/2019	License Center	Operating Supplies	Fikes, Inc.	Restroom Supplies	77.06
0	07/03/2019	License Center	Operating Supplies	Fikes, Inc.	Restroom Supplies	43.28
0	07/11/2019	License Center	Operating Supplies	Pakor-CC	Passport Battery Charger, Photo Pape	1,194.07
					Operating Supplies Total:	1,314.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	2,645.90
					PERA Employee Ded Total:	2,645.90
0	07/03/2019	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	407.03
0	07/03/2019	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	2,645.90
					PERA Employer Share Total:	3,052.93
0	07/11/2019	License Center	Postage	USPS-CC	Passport Postage	507.15
0	07/02/2019	License Center	Postage	USPS-CC	Passport Postage	565.95
					Postage Total:	1,073.10
93590	07/03/2019	License Center	Professional Services	McGough Facility Management, LI	Facility Management	277.50
93590	07/03/2019	License Center	Professional Services	McGough Facility Management, LI	Facility Management	403.80
0	07/11/2019	License Center	Professional Services	Quicksilver Express Courier	Courier Service	203.60
0	07/11/2019	License Center	Professional Services	Quicksilver Express Courier	Courier Service	201.26
					Professional Services Total:	1,086.16
0	07/03/2019	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,464.09
					Sales Tax Payable Total:	1,464.09
0	07/03/2019	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	1,583.44
					State Income Tax Total:	1,583.44
0	07/11/2019	License Center	Transportation	Quicksilver Express Courier	Courier Service	1,137.71
0	07/11/2019	License Center	Transportation	Quicksilver Express Courier	Courier Service	983.97
					Transportation Total:	2,121.68
					Fund Total:	37,957.34
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	2.54
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	1.94
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	1.94
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	1.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	1.94
93626	07/11/2019	P & R Contract Maintenance	Clothing	Cintas Corporation	Uniform Supplies	1.94
					Clothing Total:	12.24
0	07/02/2019	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	776.75
					Contract Maintenance Total:	776.75
0	07/03/2019	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	2,658.28
					Federal Income Tax Total:	2,658.28
0	07/03/2019	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	462.79
0	07/03/2019	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,978.79
					FICA Employee Ded. Total:	2,441.58
0	07/03/2019	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,978.79
0	07/03/2019	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	462.79
					FICA Employers Share Total:	2,441.58
93575	07/03/2019	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	200.00
					HRA Employer Total:	200.00
93532	07/02/2019	P & R Contract Maintenance	Life Ins. Employee	LINA	Life Insurance Premium	42.00
					Life Ins. Employee Total:	42.00
93532	07/02/2019	P & R Contract Maintenance	Life Ins. Employer	LINA	Life Insurance Premium	39.60
					Life Ins. Employer Total:	39.60
93532	07/02/2019	P & R Contract Maintenance	Long Term Disability	LINA	Life Insurance Premium	113.18
					Long Term Disability Total:	113.18
0	07/03/2019	P & R Contract Maintenance	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 21	63.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employee Total:	63.12
0	07/03/2019	P & R Contract Maintenance	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 21	5,095.99
					Medical Ins Employer Total:	5,095.99
0	07/03/2019	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	235.91
					MN State Retirement Total:	235.91
0	07/03/2019	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	246.10
0	07/03/2019	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	620.00
					MNDCP Def Comp Total:	866.10
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Bachman's-CC	Arboretum Supplies	93.30
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Batteries Plus-CC	No Receipt-J. Taylor	21.95
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Bryan Rock Products, Inc.	Red Ball Diamond	683.14
93624	07/11/2019	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Synthetic Blend	79.51
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Dick's Sporting Goods-CC	Net	10.73
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Eggplant Urban Farm-CC	Arboretum Supplies	169.19
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Supplies	475.67
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Cable Ties	170.99
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Cable Ties	26.16
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Cable Ties	128.80
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fastenal-CC	Soccer Nets	132.96
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fikes, Inc.	Restroom Supplies	779.90
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fikes, Inc.	Restroom Supplies	611.30
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fikes, Inc.	Restroom Supplies	580.70
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Fikes, Inc.	Restroom Supplies	370.80
93646	07/11/2019	P & R Contract Maintenance	Operating Supplies	Gary Carlson Equipment, Corp.	Caution Tape, Duct Tape	40.21
93651	07/11/2019	P & R Contract Maintenance	Operating Supplies	Horizon Commercial Pool Supply	Pool Supplies	133.42
93651	07/11/2019	P & R Contract Maintenance	Operating Supplies	Horizon Commercial Pool Supply	Pool Supplies	244.50
93651	07/11/2019	P & R Contract Maintenance	Operating Supplies	Horizon Commercial Pool Supply	Pool Supplies	63.80
93651	07/11/2019	P & R Contract Maintenance	Operating Supplies	Horizon Commercial Pool Supply	Pool Supplies	124.65
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	HTC Custom Training-CC	Arboretum Supplies	137.40
93664	07/11/2019	P & R Contract Maintenance	Operating Supplies	Margolis Nursery	Nursery Supplies	289.91
93666	07/11/2019	P & R Contract Maintenance	Operating Supplies	McClellan Sales Inc.	Safety Glasses	203.40
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Menards-CC	Washers, Drill Bit Set, Blade	220.61
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Menards-CC	Garden Stakes	50.25
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Menards-CC	Arboretum Supplies	23.59

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Menards-CC	Filters	111.73
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Michaels-CC	Arboretum Supplies	46.46
93670	07/11/2019	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	K-Rain Supplies	387.21
93670	07/11/2019	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Clamps	102.68
93670	07/11/2019	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Hose Clamp, Couplings	44.64
93670	07/11/2019	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Couplings, PVC Pipe	90.96
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Bearings, Rings	207.78
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Shop Supplies	27.77
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Shop Supplies	14.33
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Paint Supplies	38.90
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Arboretum Supplies	35.92
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Playground Supplies	43.41
93680	07/11/2019	P & R Contract Maintenance	Operating Supplies	Oakdale Rental Center	Trailer Rental	204.00
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Office Depot- CC	Sign Holder	38.41
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Park Supply of America, Inc.	Gasket	9.08
93685	07/11/2019	P & R Contract Maintenance	Operating Supplies	Reinders Inc.	Fertilizer	290.00
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Safety Kleen Systems, Inc.	Cleaning Supplies	430.81
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	No Receipt-Schlosser	16.83
0	07/11/2019	P & R Contract Maintenance	Operating Supplies	Tessman Company	Turf Supplies	499.00
0	07/02/2019	P & R Contract Maintenance	Operating Supplies	Walmart-CC	Cleaning Supplies	38.79
Operating Supplies Total:						8,545.55
0	07/03/2019	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,584.23
PERA Employee Ded Total:						1,584.23
0	07/03/2019	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	243.74
0	07/03/2019	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,584.23
PERA Employer Share Total:						1,827.97
93702	07/11/2019	P & R Contract Maintenance	Professional Services	Twin Cities Fountain Services, LLC	Fountain Cleaning & Waterproofing	3,112.50
93703	07/11/2019	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	725.00
93709	07/11/2019	P & R Contract Maintenance	Professional Services	Zerorez-Minneapolis	Cleaning	344.00
Professional Services Total:						4,181.50
0	07/03/2019	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	1,347.84
State Income Tax Total:						1,347.84

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93705	07/11/2019	P & R Contract Maintenance	Telephone	Verizon Wireless	Cell Phones	140.04
93705	07/11/2019	P & R Contract Maintenance	Telephone	Verizon Wireless	Cell Phones	315.09
93705	07/11/2019	P & R Contract Maintenance	Telephone	Verizon Wireless	Cell Phones	68.53
Telephone Total:						523.66
93586	07/03/2019	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unioi	245.00
Union Dues Deduction Total:						245.00
0	07/03/2019	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	4,225.25
Utilities Total:						4,225.25
0	07/11/2019	P & R Contract Maintenance	Vehicle Supplies & Maintenance	MTI Distributing, Inc.	Vehicle Supplies	457.98
0	07/11/2019	P & R Contract Maintenance	Vehicle Supplies & Maintenance	MTI Distributing, Inc.	V-Belt	69.94
0	07/11/2019	P & R Contract Maintenance	Vehicle Supplies & Maintenance	MTI Distributing, Inc.	Vehicle Supplies	227.38
Vehicle Supplies & Maintenance Total:						755.30
Fund Total:						38,222.63
93640	07/11/2019	Park Dedication Fund	Other Improvements	Flagship Recreation	Landscape Structure Installatioin	55,593.65
93658	07/11/2019	Park Dedication Fund	Other Improvements	Landscape Structures Inc.	Playground Equipment	3,052.32
Other Improvements Total:						58,645.97
Fund Total:						58,645.97
93641	07/11/2019	Pathway Maintenance Fund	Operating Supplies	Forterra Pipe & Precast	Cable Concrete, Lift Bar	768.00
Operating Supplies Total:						768.00
Fund Total:						768.00
0	07/03/2019	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	47.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Federal Income Tax Total:	47.04
0	07/03/2019	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	33.26
0	07/03/2019	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	7.78
					FICA Employee Ded. Total:	41.04
0	07/03/2019	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	33.26
0	07/03/2019	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	7.78
					FICA Employers Share Total:	41.04
93575	07/03/2019	Police Grants	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	59.33
					HRA Employer Total:	59.33
93532	07/02/2019	Police Grants	Life Ins. Employee	LINA	Life Insurance Premium	1.37
					Life Ins. Employee Total:	1.37
93532	07/02/2019	Police Grants	Life Ins. Employer	LINA	Life Insurance Premium	0.95
					Life Ins. Employer Total:	0.95
93532	07/02/2019	Police Grants	Long Term Disability	LINA	Life Insurance Premium	1.87
					Long Term Disability Total:	1.87
0	07/03/2019	Police Grants	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	34.54
					Medical Ins Employee Total:	34.54
0	07/03/2019	Police Grants	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	115.76
					Medical Ins Employer Total:	115.76
0	07/03/2019	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	5.42
					MN State Retirement Total:	5.42

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	35.23
					PERA Employee Ded Total:	35.23
0	07/03/2019	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	5.42
0	07/03/2019	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	35.23
					PERA Employer Share Total:	40.65
0	07/03/2019	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	24.88
					State Income Tax Total:	24.88
					Fund Total:	449.12
0	07/02/2019	Police Forfeiture Fund	Professional Services	AT&T-CC	Wireless Service	80.12
93597	07/03/2019	Police Forfeiture Fund	Professional Services	Northeast Youth & Family Serv.	Community Case Manager Program	15,000.00
93610	07/03/2019	Police Forfeiture Fund	Professional Services	Truax Patient Services	Narcan Nasal Spray	1,500.00
93612	07/03/2019	Police Forfeiture Fund	Professional Services	Verizon Wireless	Cell Phones	80.02
93612	07/03/2019	Police Forfeiture Fund	Professional Services	Verizon Wireless	Cell Phones	50.75
					Professional Services Total:	16,710.89
					Fund Total:	16,710.89
93543	07/03/2019	Police Vehicle Revolving	Minor Equipment	Axon Enterprise, Inc.	Standard Battery Pack	440.00
0	07/11/2019	Police Vehicle Revolving	Minor Equipment	Crye Precision-CC	SWAT Equipment	290.90
93579	07/03/2019	Police Vehicle Revolving	Minor Equipment	Kiesler's Police Supply, Inc.	Sidearm Replacements	1,056.00
0	07/02/2019	Police Vehicle Revolving	Minor Equipment	Ronin Tactics-CC	Tactical Equipment	157.00
					Minor Equipment Total:	1,943.90
0	07/11/2019	Police Vehicle Revolving	Vehicle Supplies & Maintenance	Stop Stick-CC	Squad Supplies	190.00
					Vehicle Supplies & Maintenance Total:	190.00
0	07/03/2019	Police Vehicle Revolving	Vehicles & Equipment	Emergency Automotive Tech Inc	Vehicle Supplies	4,982.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Vehicles & Equipment Total:	4,982.32
					Fund Total:	7,116.22
93701	07/11/2019	Public Works Vehicle Revolving	Vehicles & Equipment	Towmaster	Truck body, hydraulics and plow pack	107,545.00
					Vehicles & Equipment Total:	107,545.00
					Fund Total:	107,545.00
93649	07/11/2019	Recreation Fund	Building Rental	Damitris Hall	Banquet Room Damage Deposit Refu	100.00
					Building Rental Total:	100.00
93585	07/03/2019	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-June 2019	1,284.00
0	07/02/2019	Recreation Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	247.86
					Contract Maintenance Total:	1,531.86
93585	07/03/2019	Recreation Fund	Contract Maintenance	Linn Building Maintenance	General Cleaning-June 2019	1,084.00
					Contract Maintenance Total:	1,084.00
0	07/03/2019	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	5,420.86
					Federal Income Tax Total:	5,420.86
93643	07/11/2019	Recreation Fund	Fee Program Revenue	Dewayne Franks	Key Deposit Refund	50.00
93587	07/03/2019	Recreation Fund	Fee Program Revenue	Ricardo Luna Perez	Key Deposit Refund-Reissue of Lost	25.00
93689	07/11/2019	Recreation Fund	Fee Program Revenue	Phillip Saari	Key Deposit Refund	50.00
					Fee Program Revenue Total:	125.00
0	07/03/2019	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	1,055.62
0	07/03/2019	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	4,513.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	5,569.35
0	07/03/2019	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	4,513.73
0	07/03/2019	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	1,055.62
					FICA Employers Share Total:	5,569.35
93575	07/03/2019	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	1,370.00
					HRA Employer Total:	1,370.00
0	07/03/2019	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	500.00
					ICMA Def Comp Total:	500.00
93532	07/02/2019	Recreation Fund	Life Ins. Employee	LINA	Life Insurance Premium	134.30
					Life Ins. Employee Total:	134.30
93532	07/02/2019	Recreation Fund	Life Ins. Employer	LINA	Life Insurance Premium	61.47
					Life Ins. Employer Total:	61.47
93532	07/02/2019	Recreation Fund	Long Term Disability	LINA	Life Insurance Premium	207.16
					Long Term Disability Total:	207.16
0	07/03/2019	Recreation Fund	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	842.99
					Medical Ins Employee Total:	842.99
0	07/03/2019	Recreation Fund	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	9,249.44
					Medical Ins Employer Total:	9,249.44
0	07/11/2019	Recreation Fund	Memberships & Subscriptions	When I Work-CC	Monthly Charge	92.50
					Memberships & Subscriptions Total:	92.50
0	07/02/2019	Recreation Fund	Minor Equipment	National Business Furniture-CC	Chair	283.92

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/02/2019	Recreation Fund	Minor Equipment	Office Depot- CC	Office Supplies	129.99
					Minor Equipment Total:	413.91
0	07/03/2019	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	459.30
					MN State Retirement Total:	459.30
0	07/03/2019	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	1,708.50
					MNDCP Def Comp Total:	1,708.50
0	07/11/2019	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	254.96
0	07/02/2019	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	69.76
0	07/02/2019	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	32.04
					Office Supplies Total:	356.76
0	07/11/2019	Recreation Fund	Operating Supplies	Amazon.com- CC	Pickleball Lock	9.65
0	07/02/2019	Recreation Fund	Operating Supplies	Amazon.com- CC	First Aid Supplies	15.99
0	07/02/2019	Recreation Fund	Operating Supplies	Byerly's- CC	Summer Entertainment Contract Post	23.00
0	07/02/2019	Recreation Fund	Operating Supplies	Cub Foods- CC	End of Year Bowling Party Supplies	45.08
0	07/02/2019	Recreation Fund	Operating Supplies	Dick's Sporting Goods-CC	Volleyballs	144.92
0	07/02/2019	Recreation Fund	Operating Supplies	Dollar Tree-CC	50th Anniversary Gathering Supplies	20.40
0	07/02/2019	Recreation Fund	Operating Supplies	Ebay Inc-CC	Oval Supplies	31.15
0	07/02/2019	Recreation Fund	Operating Supplies	Ebay Inc-CC	Oval Supplies	57.79
93636	07/11/2019	Recreation Fund	Operating Supplies	Emergency Medical Products, Inc.	First Aid Supplies	510.72
0	07/02/2019	Recreation Fund	Operating Supplies	Fastsigns-CC	Yard Signs	52.53
0	07/02/2019	Recreation Fund	Operating Supplies	Flowerama-CC	Dance Recital Flowers	409.92
93565	07/03/2019	Recreation Fund	Operating Supplies	Freedom Graphics & Supplies	Rosefest Stickers	341.80
0	07/02/2019	Recreation Fund	Operating Supplies	Little Caesars-CC	Staff Training Supplies	13.69
0	07/02/2019	Recreation Fund	Operating Supplies	Menards-CC	Flags	8.61
0	07/11/2019	Recreation Fund	Operating Supplies	Northern Star Base Camp-CC	Trip Deposit	280.00
0	07/11/2019	Recreation Fund	Operating Supplies	Office Depot- CC	Office Supplies	26.47
0	07/02/2019	Recreation Fund	Operating Supplies	Office Depot- CC	Office Supplies	26.49
0	07/02/2019	Recreation Fund	Operating Supplies	Safe Food Training-CC	Safe Food Course	75.00
0	07/02/2019	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Paint	9.65
0	07/02/2019	Recreation Fund	Operating Supplies	Subway-CC	End of Year Bowling Party Supplies	92.86
0	07/02/2019	Recreation Fund	Operating Supplies	Target- CC	Ice Show Supplies	62.11
0	07/02/2019	Recreation Fund	Operating Supplies	Target- CC	Storage Bins	19.31
0	07/02/2019	Recreation Fund	Operating Supplies	Target- CC	Office Supplies	64.90
0	07/02/2019	Recreation Fund	Operating Supplies	Target- CC	Supplies	5.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/11/2019	Recreation Fund	Operating Supplies	Walmart-CC	Combo Lock	8.02
0	07/11/2019	Recreation Fund	Operating Supplies	Walmart-CC	Summer Supplies	28.15
0	07/02/2019	Recreation Fund	Operating Supplies	Walmart-CC	Distilled Water	22.52
Operating Supplies Total:						2,406.72
0	07/03/2019	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	3,628.90
PERA Employee Ded Total:						3,628.90
0	07/03/2019	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	3,628.90
0	07/03/2019	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	558.31
PERA Employer Share Total:						4,187.21
93526	07/02/2019	Recreation Fund	Professional Services	728 Cadets Marching Band	Division AAA 1st Place	800.00
93527	07/02/2019	Recreation Fund	Professional Services	Alexandria Marching Band	Division A 3rd Place	300.00
93616	07/11/2019	Recreation Fund	Professional Services	Anderson Race Management	Run For the Roses Race Management	1,479.32
93544	07/03/2019	Recreation Fund	Professional Services	Brian Bailey	Track Camp Coach June 10-13	269.50
0	07/03/2019	Recreation Fund	Professional Services	Mary Grams Basnight	Volleyball Officiating	96.00
93546	07/03/2019	Recreation Fund	Professional Services	Louise Beaman	Volleyball Officiating	144.00
93528	07/02/2019	Recreation Fund	Professional Services	Buffalo High School Marching Ban	Division AAA 2nd Place	500.00
0	07/03/2019	Recreation Fund	Professional Services	Breanna Burmester	Volleyball Officiating	96.00
93529	07/02/2019	Recreation Fund	Professional Services	Champlin Park HS Marching Band	Division AAA 3rd Place	300.00
0	07/03/2019	Recreation Fund	Professional Services	Chad Charboneau	Volleyball Officiating	96.00
0	07/03/2019	Recreation Fund	Professional Services	Jeff Crosby	Little Hoopers, Girls Basketball Cam	4,560.50
0	07/03/2019	Recreation Fund	Professional Services	Mark Emme	Volleyball Officiating	260.00
93568	07/03/2019	Recreation Fund	Professional Services	Michael Grant	Track Camp Coach	269.50
93569	07/03/2019	Recreation Fund	Professional Services	Anna Green	Volleyball Officiating	144.00
93530	07/02/2019	Recreation Fund	Professional Services	Henry Sibley Marching Band	Class AA 1st Place & Grand Champic	900.00
93574	07/03/2019	Recreation Fund	Professional Services	Pat Hubbard	Volleyball Officiating	144.00
93531	07/02/2019	Recreation Fund	Professional Services	Lake City H.S. Marching Band	Division A 2nd Place	500.00
93660	07/11/2019	Recreation Fund	Professional Services	Jessica Lee	Ensemble Music Classes	1,137.60
93533	07/02/2019	Recreation Fund	Professional Services	Litchfield H. S. Marching Band	Division A 1st Place	800.00
93664	07/11/2019	Recreation Fund	Professional Services	Margolis Nursery	43 Spring Tree Planting	20,639.00
93671	07/11/2019	Recreation Fund	Professional Services	Minne HA HA Magazine	Kartoon Caricatures	170.00
0	07/11/2019	Recreation Fund	Professional Services	Pioneer Press-CC	Advertising	37.05
93534	07/02/2019	Recreation Fund	Professional Services	Pyrotechnic Display Inc.	July 4 Fireworks Display	15,000.00
93535	07/02/2019	Recreation Fund	Professional Services	St. Francis High School Marching I	Division AA 3rd Place	300.00
93703	07/11/2019	Recreation Fund	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	4,482.00
0	07/03/2019	Recreation Fund	Professional Services	Kathie Urbaniak	Volleyball Officiating	200.00
93536	07/02/2019	Recreation Fund	Professional Services	Waconia H.S. Marching Band	Division AA 2nd Place	500.00
0	07/03/2019	Recreation Fund	Professional Services	JoAnne Wilson	Volleyball Officiating	144.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Professional Services Total:	54,268.47
0	07/03/2019	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	2,140.89
					Sales Tax Payable Total:	2,140.89
0	07/03/2019	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	2,639.27
					State Income Tax Total:	2,639.27
93705	07/11/2019	Recreation Fund	Telephone	Verizon Wireless	Cell Phones	100.59
					Telephone Total:	100.59
93621	07/11/2019	Recreation Fund	Training	Amy Blackman	Accreditation Expenses Reimburseme	60.00
					Training Total:	60.00
0	07/11/2019	Recreation Fund	Transportation	Dani Christensen	Mileage Reimbursement	87.00
					Transportation Total:	87.00
93586	07/03/2019	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unioi	105.00
					Union Dues Deduction Total:	105.00
0	07/03/2019	Recreation Fund	Utilities	Xcel Energy	Skating Center	14,942.86
					Utilities Total:	14,942.86
					Fund Total:	119,363.66
0	07/11/2019	Risk Management	Professional Services	Reference-CC	Drivers Licenses Check	26.95
					Professional Services Total:	26.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	26.95
0	07/03/2019	Sanitary Sewer	2018 PMP	Hardrives Inc	Street Maintenance	8,165.95
					2018 PMP Total:	8,165.95
93704	07/11/2019	Sanitary Sewer	2018 Sanitary Sewer Lining	Veit & Company, Inc.	Sanitary Sewer Lining Project	42,749.90
					2018 Sanitary Sewer Lining Total:	42,749.90
93537	07/03/2019	Sanitary Sewer	Cleanup Assistance	911 Restoration of Minneapolis	Mitigation	515.44
					Cleanup Assistance Total:	515.44
0	07/03/2019	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	May 2019 UB Payments.com Charge	5,890.64
					Credit Card Fees Total:	5,890.64
0	07/03/2019	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	1,513.08
					Federal Income Tax Total:	1,513.08
0	07/03/2019	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,006.51
0	07/03/2019	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	235.39
					FICA Employee Ded. Total:	1,241.90
0	07/03/2019	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,006.51
0	07/03/2019	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	235.39
					FICA Employers Share Total:	1,241.90
93575	07/03/2019	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	484.01
					HRA Employer Total:	484.01
0	07/03/2019	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	35.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					ICMA Def Comp Total:	35.01
93532	07/02/2019	Sanitary Sewer	Life Ins. Employee	LINA	Life Insurance Premium	111.62
					Life Ins. Employee Total:	111.62
93532	07/02/2019	Sanitary Sewer	Life Ins. Employer	LINA	Life Insurance Premium	24.51
					Life Ins. Employer Total:	24.51
93532	07/02/2019	Sanitary Sewer	Long Term Disability	LINA	Life Insurance Premium	77.30
					Long Term Disability Total:	77.30
93622	07/11/2019	Sanitary Sewer	Lounge Lift Station Upgrade	Bolton & Menk, Inc.	Sanitary Sewer Lift Station	65.00
					Lounge Lift Station Upgrade Total:	65.00
0	07/03/2019	Sanitary Sewer	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	1,077.11
					Medical Ins Employee Total:	1,077.11
0	07/03/2019	Sanitary Sewer	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	3,221.12
					Medical Ins Employer Total:	3,221.12
93627	07/11/2019	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	2nd Quarter PACAL Sewer Reimburs	3,058.12
					Metro Waste Control Board Total:	3,058.12
0	07/03/2019	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	155.83
					MN State Retirement Total:	155.83
0	07/03/2019	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	134.53
					MNDCP Def Comp Total:	134.53
0	07/11/2019	Sanitary Sewer	Operating Supplies	Costco-CC	Sewer Supplies	20.67
0	07/03/2019	Sanitary Sewer	Operating Supplies	Flexible Pipe Tool Company	Sewer Supplies	3,425.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/11/2019	Sanitary Sewer	Operating Supplies	Northern Tool & Equip- CC	Chem Injector	32.12
0	07/11/2019	Sanitary Sewer	Operating Supplies	Viking Industrial Center-CC	Hip Boots, Hard Hat, Rain Jacket, Pa	230.59
					Operating Supplies Total:	3,708.38
0	07/03/2019	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,012.88
					PERA Employee Ded Total:	1,012.88
0	07/03/2019	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	155.83
0	07/03/2019	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,012.88
					PERA Employer Share Total:	1,168.71
0	07/03/2019	Sanitary Sewer	Sanitary Sewer	City of Maplewood	Sanitary Sewer & Storm Drainage-2n	41,520.83
					Sanitary Sewer Total:	41,520.83
93667	07/11/2019	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council	SAC Charges	4,920.30
					Sewer SAC Charges Total:	4,920.30
0	07/03/2019	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	750.77
					State Income Tax Total:	750.77
93596	07/03/2019	Sanitary Sewer	Training	MN Rural Water Association	Wastewater Collections	25.00
					Training Total:	25.00
93586	07/03/2019	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unioi	120.73
					Union Dues Deduction Total:	120.73
93547	07/03/2019	Sanitary Sewer	Vehicles & Equipment	Beehive Industries, LLC	Beehive System Payment 1 of 4	7,812.50
					Vehicles & Equipment Total:	7,812.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	130,803.07
0	07/03/2019	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	213.39
					Federal Income Tax Total:	213.39
0	07/03/2019	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	141.88
0	07/03/2019	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	33.19
					FICA Employee Ded. Total:	175.07
0	07/03/2019	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	33.19
0	07/03/2019	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	141.88
					FICA Employers Share Total:	175.07
93532	07/02/2019	Solid Waste Recycle	Life Ins. Employer	LINA	Life Insurance Premium	1.44
					Life Ins. Employer Total:	1.44
93532	07/02/2019	Solid Waste Recycle	Long Term Disability	LINA	Life Insurance Premium	5.57
					Long Term Disability Total:	5.57
0	07/03/2019	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	10.28
					MN State Retirement Total:	10.28
0	07/02/2019	Solid Waste Recycle	Operating Supplies	World Centric-CC	Cups	265.84
					Operating Supplies Total:	265.84
0	07/03/2019	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	66.83
					PERA Employee Ded Total:	66.83
0	07/03/2019	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	66.83
0	07/03/2019	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	10.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employer Share Total:	77.11
0	07/11/2019	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	39,022.68
93607	07/03/2019	Solid Waste Recycle	Professional Services	Tech Dump	Recycling	256.20
					Professional Services Total:	39,278.88
0	07/03/2019	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	107.57
					State Income Tax Total:	107.57
					Fund Total:	40,377.05
0	07/03/2019	Storm Drainage	2018 PMP	Hardrives Inc	Street Maintenance	4,922.57
					2018 PMP Total:	4,922.57
93704	07/11/2019	Storm Drainage	2018 Sanitary Sewer Lining	Veit & Company, Inc.	Sanitary Sewer Lining Project	5,372.50
					2018 Sanitary Sewer Lining Total:	5,372.50
93598	07/03/2019	Storm Drainage	BMP Maintenance - 2019	Outdoor Lab Landscape Design, Inc	General Landscape Maintenance	2,340.00
93690	07/11/2019	Storm Drainage	BMP Maintenance - 2019	Sandstrom Land Management, LLC	County Road B2 Mowing	130.00
93604	07/03/2019	Storm Drainage	BMP Maintenance - 2019	Sandstrom Land Management, LLC	Weeding/Spraying PW Rain Garden	195.00
					BMP Maintenance - 2019 Total:	2,665.00
0	07/11/2019	Storm Drainage	Contract Maintenance	American Engineering Testing, Inc.	Soil Characterization	1,398.45
0	07/11/2019	Storm Drainage	Contract Maintenance	American Engineering Testing, Inc.	Soil Characterization	2,444.40
93633	07/11/2019	Storm Drainage	Contract Maintenance	Dulcet Fountains & Aeration, Inc.	10HP Fountain	11,989.00
93560	07/03/2019	Storm Drainage	Contract Maintenance	Electrical Installation & Maintenan	Fulham Lift Station	105.00
93578	07/03/2019	Storm Drainage	Contract Maintenance	Keys Well Drilling Company	St. Croix Lift Station Service	1,175.00
93683	07/11/2019	Storm Drainage	Contract Maintenance	Plaisted Co	Hauling	3,740.00
93687	07/11/2019	Storm Drainage	Contract Maintenance	Roadkill Animal Control	Roadkill Service-April 2019	238.00
93687	07/11/2019	Storm Drainage	Contract Maintenance	Roadkill Animal Control	Roadkill Service-May 2019	119.00
93702	07/11/2019	Storm Drainage	Contract Maintenance	Twin Cities Fountain Services, LLC	Fountain Cleaning & Waterproofing	400.00
0	07/11/2019	Storm Drainage	Contract Maintenance	WSB & Associates, Inc.	Pnd Maintenance	11,250.50
0	07/03/2019	Storm Drainage	Contract Maintenance	Xcel Energy	New Power at Frog Pond	9,431.09
0	07/03/2019	Storm Drainage	Contract Maintenance	Yale Mechanical, LLC	Pump Station Repair	2,535.33

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Contract Maintenance Total:	44,825.77
0	07/03/2019	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	1,268.80
					Federal Income Tax Total:	1,268.80
0	07/03/2019	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	794.71
0	07/03/2019	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	185.86
					FICA Employee Ded. Total:	980.57
0	07/03/2019	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	794.71
0	07/03/2019	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	185.86
					FICA Employers Share Total:	980.57
93575	07/03/2019	Storm Drainage	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	183.74
					HRA Employer Total:	183.74
0	07/03/2019	Storm Drainage	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	52.49
					ICMA Def Comp Total:	52.49
93532	07/02/2019	Storm Drainage	Life Ins. Employee	LINA	Life Insurance Premium	39.00
					Life Ins. Employee Total:	39.00
93532	07/02/2019	Storm Drainage	Life Ins. Employer	LINA	Life Insurance Premium	18.61
					Life Ins. Employer Total:	18.61
93532	07/02/2019	Storm Drainage	Long Term Disability	LINA	Life Insurance Premium	57.48
					Long Term Disability Total:	57.48
0	07/03/2019	Storm Drainage	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	190.83
					Medical Ins Employee Total:	190.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/03/2019	Storm Drainage	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 2019	2,213.54
					Medical Ins Employer Total:	2,213.54
0	07/03/2019	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	109.90
					MN State Retirement Total:	109.90
0	07/03/2019	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	69.75
					MNDCP Def Comp Total:	69.75
0	07/11/2019	Storm Drainage	Motor Fuel	Kath Fuel Oil Service, Inc.	Fuel	496.44
					Motor Fuel Total:	496.44
0	07/03/2019	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	714.39
					PERA Employee Ded Total:	714.39
0	07/03/2019	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	109.90
0	07/03/2019	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	714.39
					PERA Employer Share Total:	824.29
93652	07/11/2019	Storm Drainage	Professional Services	HR Green, Inc.	Set Up CAD Basemap & Files	292.50
					Professional Services Total:	292.50
93690	07/11/2019	Storm Drainage	Repairs & Maintenance	Sandstrom Land Management, LLC	949 Lydia Drainage Correction	440.00
93690	07/11/2019	Storm Drainage	Repairs & Maintenance	Sandstrom Land Management, LLC	Erosion Correcting at Reservoir Wood	3,309.00
					Repairs & Maintenance Total:	3,749.00
0	07/03/2019	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	605.99
					State Income Tax Total:	605.99
0	07/03/2019	Storm Drainage	Storm Drainage Fees	City of Maplewood	Sanitary Sewer & Storm Drainage-2n	7,468.16

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Storm Drainage Fees Total:	7,468.16
93586	07/03/2019	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unioi	87.84
					Union Dues Deduction Total:	87.84
0	07/03/2019	Storm Drainage	Utilities	Xcel Energy	Storm Lift Stations	2,690.92
					Utilities Total:	2,690.92
93547	07/03/2019	Storm Drainage	Vehicles & Equipment	Beehive Industries, LLC	Beehive System Payment 1 of 4	7,812.50
0	07/03/2019	Storm Drainage	Vehicles & Equipment	Roseville License Ctr-Non Bank	2019 Ford F550 Tabs	2,435.37
					Vehicles & Equipment Total:	10,247.87
					Fund Total:	91,128.52
0	07/11/2019	Street Construction	2019 PMP	American Engineering Testing, Inc.	Various Construction Materials Testin	679.45
					2019 PMP Total:	679.45
					Fund Total:	679.45
0	07/11/2019	Street Light Replacement	Street Lights	Fastenal Company Inc.	Lighting Supplies	7.18
					Street Lights Total:	7.18
					Fund Total:	7.18
0	07/03/2019	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	494.84
					Federal Income Tax Total:	494.84
0	07/03/2019	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	463.31
0	07/03/2019	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	108.34

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	571.65
0	07/03/2019	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	463.31
0	07/03/2019	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	108.34
					FICA Employers Share Total:	571.65
93575	07/03/2019	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	161.51
					HRA Employer Total:	161.51
93532	07/02/2019	Telecommunications	Life Ins. Employee	LINA	Life Insurance Premium	48.30
					Life Ins. Employee Total:	48.30
93532	07/02/2019	Telecommunications	Life Ins. Employer	LINA	Life Insurance Premium	10.34
					Life Ins. Employer Total:	10.34
93532	07/02/2019	Telecommunications	Long Term Disability	LINA	Life Insurance Premium	39.59
					Long Term Disability Total:	39.59
0	07/03/2019	Telecommunications	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	282.94
					Medical Ins Employee Total:	282.94
0	07/03/2019	Telecommunications	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	863.44
					Medical Ins Employer Total:	863.44
0	07/11/2019	Telecommunications	Memberships & Subscriptions	Star Tribune-CC	Subscription	19.99
					Memberships & Subscriptions Total:	19.99
0	07/03/2019	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	74.75
					MN State Retirement Total:	74.75
0	07/03/2019	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	360.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					MNDCP Def Comp Total:	360.00
0	07/11/2019	Telecommunications	Operating Supplies	Lamps Pros-CC	Lighting Supplies	254.96
					Operating Supplies Total:	254.96
0	07/03/2019	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	485.96
					PERA Employee Ded Total:	485.96
0	07/03/2019	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	74.75
0	07/03/2019	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	485.96
					PERA Employer Share Total:	560.71
0	07/03/2019	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	267.53
					State Income Tax Total:	267.53
					Fund Total:	5,068.16
93539	07/03/2019	Water Fund	Accounts Payable	NATE ACKMAN	Refund Check	43.91
93541	07/03/2019	Water Fund	Accounts Payable	SCOTT KIMMEL ANGELA MURF	Refund Check	100.65
93617	07/11/2019	Water Fund	Accounts Payable	NATE ARTHUR	Refund Check	77.27
93620	07/11/2019	Water Fund	Accounts Payable	ANDREW BELL	Refund Check	125.89
93548	07/03/2019	Water Fund	Accounts Payable	ANDREW & MARIE BERGEN	Refund Check	147.82
93549	07/03/2019	Water Fund	Accounts Payable	JONATHAN BRITTON	Refund Check	61.72
93635	07/11/2019	Water Fund	Accounts Payable	JARED EDER	Refund Check	138.59
93562	07/03/2019	Water Fund	Accounts Payable	REID & KATELYN ENGLUND	Refund Check	24.26
93644	07/11/2019	Water Fund	Accounts Payable	ZACHARY & LAUREN FROELIC	Refund Check	184.75
93567	07/03/2019	Water Fund	Accounts Payable	KATHY GOERS	Refund Check	33.12
93570	07/03/2019	Water Fund	Accounts Payable	SAKET GUPTA	Refund Check	208.29
93572	07/03/2019	Water Fund	Accounts Payable	STEVEN HEINKEL	Refund Check	41.90
93573	07/03/2019	Water Fund	Accounts Payable	JACOB HERR	Refund Check	52.46
93577	07/03/2019	Water Fund	Accounts Payable	LINDSEY JOHNSTON	Refund Check	178.95
93656	07/11/2019	Water Fund	Accounts Payable	SUNANDA & MADHU KAKADE	Refund Check	6.58
93657	07/11/2019	Water Fund	Accounts Payable	MARY KNODLE	Refund Check	6.39
93659	07/11/2019	Water Fund	Accounts Payable	BONNIE LARSON	Refund Check	63.17
93584	07/03/2019	Water Fund	Accounts Payable	JUNE LINDGREN	Refund Check	63.16
93665	07/11/2019	Water Fund	Accounts Payable	MAX MART 2 LLC	Refund Check	140.30

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
93675	07/11/2019	Water Fund	Accounts Payable	TONI & LERRAUGHN MORGAN	Refund Check	387.68
93676	07/11/2019	Water Fund	Accounts Payable	DONALD MUELLER	Refund Check	45.90
93678	07/11/2019	Water Fund	Accounts Payable	KERRICK & JENNIFER NEWTON	Refund Check	504.64
93681	07/11/2019	Water Fund	Accounts Payable	KAILIN OLSON	Refund Check	187.78
93679	07/11/2019	Water Fund	Accounts Payable	CAITLIN O'NEILL	Refund Check	9.74
93599	07/03/2019	Water Fund	Accounts Payable	PATRICK QUILLAN	Refund Check	9.04
93691	07/11/2019	Water Fund	Accounts Payable	SPRUCE PHOENIX LLC	Refund Check	189.03
93694	07/11/2019	Water Fund	Accounts Payable	JOHN STEWART	Refund Check	42.10
93696	07/11/2019	Water Fund	Accounts Payable	LORRAINE SWANSON	Refund Check	37.97
93697	07/11/2019	Water Fund	Accounts Payable	KEVIN SWEDIN	Refund Check	284.73
93699	07/11/2019	Water Fund	Accounts Payable	MARK & BETH TASTAD	Refund Check	32.60
93706	07/11/2019	Water Fund	Accounts Payable	MONICA WAGENER	Refund Check	54.01
93707	07/11/2019	Water Fund	Accounts Payable	TOM WESTLUND	Refund Check	26.09
Accounts Payable Total:						3,510.49
0	07/03/2019	Water Fund	Clothing	Bob Norby	Boots Reimbursement Per Union Con	219.98
Clothing Total:						219.98
93593	07/03/2019	Water Fund	Conferences	MN AWWA	Conference Registrationi	290.00
Conferences Total:						290.00
0	07/03/2019	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Federal Incc	2,073.60
Federal Income Tax Total:						2,073.60
0	07/03/2019	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,263.25
0	07/03/2019	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	295.44
FICA Employee Ded. Total:						1,558.69
0	07/03/2019	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 FICA Empl	1,263.25
0	07/03/2019	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.07.2019 Medicare E	295.44
FICA Employers Share Total:						1,558.69
93575	07/03/2019	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.07.2019 HRA Empl	240.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	240.49
0	07/03/2019	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.07.2019 ICMA Defe	64.99
					ICMA Def Comp Total:	64.99
93532	07/02/2019	Water Fund	Life Ins. Employee	LINA	Life Insurance Premium	201.45
					Life Ins. Employee Total:	201.45
93532	07/02/2019	Water Fund	Life Ins. Employer	LINA	Life Insurance Premium	37.98
					Life Ins. Employer Total:	37.98
93532	07/02/2019	Water Fund	Long Term Disability	LINA	Life Insurance Premium	78.76
					Long Term Disability Total:	78.76
0	07/03/2019	Water Fund	Medical Ins Employee	Sourcewell-Non Bank	Health Insurance Premium for June 20	226.18
					Medical Ins Employee Total:	226.18
0	07/03/2019	Water Fund	Medical Ins Employer	Sourcewell-Non Bank	Health Insurance Premium for June 20	2,495.04
					Medical Ins Employer Total:	2,495.04
0	07/03/2019	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.07.2019 Post Emplo	189.55
					MN State Retirement Total:	189.55
0	07/03/2019	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.07.2019 MNDCP De	259.97
					MNDCP Def Comp Total:	259.97
0	07/11/2019	Water Fund	Operating Supplies	Amazon.com- CC	Laptop Charger	59.90
0	07/03/2019	Water Fund	Operating Supplies	City of St. Paul	Asphalt Mix	1,285.35
93555	07/03/2019	Water Fund	Operating Supplies	Commercial Asphalt Co	Asphalt	636.17
0	07/03/2019	Water Fund	Operating Supplies	General Industrial Supply Co.	Plug	48.65
0	07/11/2019	Water Fund	Operating Supplies	Menards-CC	Meter Supplies	5.35
0	07/11/2019	Water Fund	Operating Supplies	Menards-CC	Meter Supplies	23.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/02/2019	Water Fund	Operating Supplies	Menards-CC	Brass Valve	32.19
93591	07/03/2019	Water Fund	Operating Supplies	Metering & Technology Solutions	Hydrant Supplies	1,037.82
93684	07/11/2019	Water Fund	Operating Supplies	Q3 Contracting, Inc.	Signs, Cones	193.60
0	07/11/2019	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Meter Supplies	43.97
0	07/02/2019	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Galvanized Couplings	42.95
0	07/02/2019	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Butane	9.98
0	07/11/2019	Water Fund	Operating Supplies	Viking Industrial Center-CC	Hip Boots, Hard Hat, Rain Jacket, Pa	144.30
Operating Supplies Total:						3,563.59
0	07/03/2019	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,232.11
PERA Employee Ded Total:						1,232.11
0	07/03/2019	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera additio	189.55
0	07/03/2019	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.07.2019 Pera Emplo	1,232.11
PERA Employer Share Total:						1,421.66
93613	07/03/2019	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location Service	839.58
Professional Services Total:						839.58
0	07/03/2019	Water Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,709.49
Sales Tax Payable Total:						1,709.49
0	07/03/2019	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.07.2019 State Incom	951.66
State Income Tax Total:						951.66
93672	07/11/2019	Water Fund	State surcharge - Water	MN Dept of Health-Drinking Water	Water Supply Service Connection Fee	16,383.36
State surcharge - Water Total:						16,383.36
93705	07/11/2019	Water Fund	Telephone	Verizon Wireless	Cell Phones	40.01
Telephone Total:						40.01
93586	07/03/2019	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.07.2019 IOUE Unioi	194.27

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Union Dues Deduction Total:	194.27
93547	07/03/2019	Water Fund	Vehicles & Equipment	Beehive Industries, LLC	Beehive System Payment 1 of 4	7,812.50
					Vehicles & Equipment Total:	7,812.50
0	07/03/2019	Water Fund	Water - Roseville	City of Roseville- Non Bank	May 2019 City Water Bills	4,126.06
					Water - Roseville Total:	4,126.06
0	07/11/2019	Water Fund	Water Booster St. Ph. 2	Magney Construction, Inc.	Booster Station Improvements	101,481.85
					Water Booster St. Ph. 2 Total:	101,481.85
					Fund Total:	152,762.00
93605	07/03/2019	Workers Compensation	Fire Department Claims	SFM	Workers Comp. Administration	195.00
					Fire Department Claims Total:	195.00
93595	07/03/2019	Workers Compensation	Insurance	MN Dept of Labor and Industry	1st Half SCF Assessment	6,063.82
					Insurance Total:	6,063.82
93605	07/03/2019	Workers Compensation	Parks & Recreation Claims	SFM	Workers Comp. Administration	195.00
					Parks & Recreation Claims Total:	195.00
93605	07/03/2019	Workers Compensation	Professional Services	SFM	Workers Comp. Administration	242.00
					Professional Services Total:	242.00
					Fund Total:	6,695.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
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Report Total:

1,421,233.47

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.b

Department Approval



City Manager Approval



Item Description: To Consider 1 Massage Therapy Establishment License for 2019-2020

- 1 **BACKGROUND**
- 2 Chapter 301 of the City Code requires all applications for business and other licenses to be submitted to the
- 3 City Council for approval. The following applications are submitted for consideration:
- 4
- 5 **Massage Therapy Establishment License**
- 6 Spa 810 Roseville
- 7 1607 County Road C West
- 8 Roseville, MN 55113
- 9
- 10 **POLICY OBJECTIVE**
- 11 Required by City Code
- 12 **FINANCIAL IMPACTS**
- 13 The correct fees were paid to the City at the time the application(s) were made.
- 14 **STAFF RECOMMENDATION**
- 15 Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements.
- 16 Staff recommends approval of the license(s).
- 17 **REQUESTED COUNCIL ACTION**
- 18 Motion to approve the Massage Therapy Establishment.

Prepared by: Katie Bruno, Deputy City Clerk
Attachments: A: Applications



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

Massage Therapy Establishment License Application

New License Renewal For License Year Ending June 30, 2020

Business Name spa 810 Roseville

Business Address 1807 W. County Rd C

Business Phone [REDACTED]

Email Address [REDACTED]

Person to Contact in Regard to Business License:

Full Legal Name (Please Print) Wallis Cole Anthony

Home Address [REDACTED] (State) [REDACTED] (Zip) [REDACTED]

Telephone [REDACTED]

Date of Birth (mm/dd/yyyy) [REDACTED]

Driver's License Number [REDACTED]

Have you ever used or been known by any name other than the legal name given above?
 Yes No If Yes, List each full name along with dates and places where used.

Has the business held any previous massage therapy establishment licenses in the past five years? If yes, in which city was it licensed?

Yes No **NOTE: Failure to disclose previous licenses will result in an automatic denial of your application.**

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

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

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (**Note: Background checks and application processing may take up to 60 days to complete.**)

Signature Be L Wallis

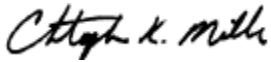
Date 6-18-2019

License Fee is \$300.00
Additional \$150 background check fee for all first-time applicants
Make checks payable to: City of Roseville

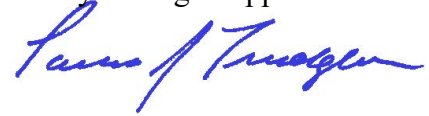

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.c

Department Approval



City Manager Approval



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

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases or contracts in excess of \$5,000 be separately approved by the City Council, independent of the budget process or other statutory purchasing requirements. In addition, State Statutes generally require the Council to authorize the sale of surplus vehicles and equipment. *Attachment A-1* includes a list of items submitted for Council review and approval.

Staff will note that unless noted otherwise, all items contained in this report were previously identified and included in the adopted budget or Capital Improvement Plan (CIP) submitted for Council review during the most recent budget cycle. This information package included a CIP Project/Initiative summary which identified the type of purchase, estimated cost, funding source, and other supporting narrative. Where applicable, these project/initiative summaries are included with *Attachment A-2*.

Attachment B includes a summary-to-date of the CIP purchases for 2019.

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

REQUESTED COUNCIL ACTION

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

Prepared by: Chris Miller, Finance Director
Attachments: A1: Over \$5,000 Items for Purchase or Sale/Trade-in
A2: CIP Project/Initiative summary (if applicable)
B: 2019 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>
Storm	Titan Machinery	Drop Deck Trailer	(a)	\$ 15,000	\$ 15,708	CIP
Fire	Muska Electric	Generator	(b)	35,000	27,900	CIP

Key

- (a) This replaces the existing trailer assigned to the Storm Sewer function. Purchased off the State Bid Contract.
- (b) The purchase will ensure adequate power for all critical Fire Station systems including HVAC, alerting systems, and critical lighting. These systems were excluded from the original backup power design as a cost-saving measure. This item is included in the 2020 CIP, but is requested to be expedited.

Sale of Surplus Vehicles or Equipment

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

Department/Division:	Storm Sewer Services
Project/Initiative Title:	Vehicle and Equipment Replacement
Total Estimated Cost:	\$320,000
Funding Source:	Storm Sewer Fund (<i>Fees</i>)
Annual Operating Budget Impact:	N/A

Project/Initiative Description:

Continuing with the practice of replacing equipment in a timely manner to reduce maintenance costs and down time and to maximize the trade in or resale value of the asset, Public Works is proposing to replace the following:

- Ford F450 with Plow (\$65,000)
- Wheeled Front End Loader (\$220,000)
- 5 ton trailer (\$15,000)
- Steamer/Power washer (\$20,000)

Location:

Not applicable.

Department/Division: **General Facilities: Fire Station**
Project/Initiative Title: Fire Station Generator
Total Estimated Cost: \$35,000
Funding Source: General Facilities Fund (*property tax*)
Annual Operating Budget Impact: N/A

Project/Initiative Description:

The Fire Department has identified the need to implement changes to the operation and emergency power system for the fire station. In an effort to provide continuity of operation 24/7/365 even during power outages and emergencies, the fire station generator needs to be modified to assure full power supply to the fire station and Emergency Operations Center.

Location:

Fire Station #1.

City of Roseville

2019 Summary of Scheduled CIP Items

Updated June 30, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Administration					
N/A		\$ -	\$ -	\$ -	\$ -
Finance					
Software Acquisition	10/22/2018	45,000	70,000	1,534	68,466
Central Services					
Copier & Postage Machine Lease		-	82,000	38,032	43,968
Police					
Marked Squad Car Replacements	1/14/2019	118,865	165,000	83,981	81,019
Unmarked Vehicle Replacement	1/14/2018	25,702	24,000	-	24,000
Vehicle Tools & Equipment		-	21,680	-	21,680
Vehicle/Body-Worn Cameras		-	1,000	-	1,000
Sidearms, Long-Guns, Non-Lethal Equip.		-	9,350	3,827	5,523
Tactical Gear		-	6,500	-	6,500
Crime Scene Equipment		-	3,000	-	3,000
Radio Equipment	1/14/2019	28,210	26,000	36,441	(10,441)
Office Equipment		-	7,400	-	7,400
Office Furniture		-	2,100	-	2,100
Fire					
Medic Unit		-	105,000	84,389	20,611
Apparatus IT Equipment		-	26,000	-	26,000
Portable and mobile radios		-	20,000	-	20,000
Personal Protective Equipment		-	40,000	-	40,000
Hose nozzles		-	12,000	-	12,000
Air Monitoring Equipment		-	5,000	-	5,000
Rescue/Training Equipment		-	6,500	-	6,500
Conference Room Furnitures		-	5,000	-	5,000
Training Room Equipment		-	4,500	-	4,500
Second Floor Washer/Dryer		-	1,400	-	1,400
Public Works					
#109 Dump Truck	1/7/2019	195,363	200,000	72,215	127,785
#143 Portable Line Striper	4/22/2019	7,497	10,000	-	10,000
#111 Bobcat, Hydro Hammer	1/7/2019	6,115	8,000	6,115	1,886
Street Signs		-	10,000	3,987	6,013
Large Format Scanner	1/28/2019	7,785	10,000	-	10,000
Tire Changer	1/7/2019	13,839	15,000	-	15,000
Vehicle Analyzer Update		-	1,000	-	1,000
Jib Crane		-	7,500	-	7,500
Parks & Recreation					
#510 Water Truck	2/25/2019	41,701	65,000	-	65,000
Replace 1996 Ford Tractor		-	41,000	-	41,000
Zero Turn Mower (1999)	1/7/2019	9,897	9,500	-	9,500
#520 Single Axle Trailer (1997)		-	5,000	-	5,000

City of Roseville

2019 Summary of Scheduled CIP Items

Updated June 30, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
General Facility Improvements					
Heat Recovery Unit (Maint)	2/25/2019	88,850	90,000	18,218	71,782
HVAC Controls (Maint)	2/25/2019	18,218	20,000	-	20,000
Flooring (Maint.)	4/22/2019	9,472	15,000	9,472	5,528
Roof Rehab/Replace (Park Maint.)	2/25/2019	86,110	120,000	86,110	33,890
Fuel System Tank Replacement		-	220,000	-	220,000
Gymnastics Center Equipment		-	6,500	-	6,500
Arena: Dehumidification		-	95,000	-	95,000
Arena: Restroom Remodel		-	80,000	-	80,000
OVAL: Micro Processors		-	20,000	-	20,000
OVAL: Zamboni (2003)	1/7/2019	134,708	140,000	-	140,000
Fire Station Security System		-	3,000	-	3,000
Fire Station Air Monitoring Sensors		-	9,000	-	9,000
Information Technology					
Computers (Notebooks, Desktop, Mobile)		-	49,450	-	49,450
Monitor/Display		-	8,745	-	8,745
MS Office License		-	11,700	-	11,700
Desktop Printers/Copiers/Scanners		-	18,200	-	18,200
Network Switches/Routers (Roseville)		-	18,000	-	18,000
Servers - Host - Shared (5)		-	60,000	-	60,000
Storage Area Network Nodes- Shared (8)	Various	46,163	95,000	56,073	38,927
Power/UPS - Server Room & Closets		-	19,700	-	19,700
Surveillance Cameras (53)		-	9,180	-	9,180
Fiber Network Extension		-	27,500	-	27,500
Park Improvements					
Playground Areas		-	125,000	-	125,000
PIP Items	Various	35,100	200,000	8,974	191,026
Natural Resources		-	40,000	-	40,000
Street Improvements					
Mill & Overlay		-	1,100,000	71,661	1,028,339
Street Lighting					
Signal Pole Painting		-	20,000	12,831	7,169
Pathways & Parking Lots					
General Repairs/Improvements		-	180,000	17,404	162,596
City Hall Parking Lot		-	500,000	-	500,000
Nature Center Parking Lot		-	20,000	-	20,000
Communications					
Conference Room Equipment		-	5,000	-	5,000
General Audio/Visual Equip		-	5,000	-	5,000
Council Chambers		-	12,000	-	12,000
License Center					
General Office Equipment		-	4,800	-	4,800
Facility Improvements (TBD)		-	-	29,947	(29,947)
Community Development					
Inspections Vehicle		-	23,000	-	23,000
Computer/Monitor Replacements		-	2,500	5,260	(2,760)
Office Furniture		-	1,000	-	1,000

City of Roseville

2019 Summary of Scheduled CIP Items

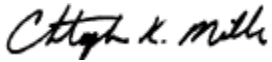
Updated June 30, 2019

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
MSA Streets					
General MSA Improvements		-	770,000	775	769,225
Co.Rd. C West to Long Lake Road		-	500,000	-	500,000
I35W Managed Lane Storm Sewer		-	25,000	-	25,000
Water					
#222 F150 4x4		-	30,000	-	30,000
#213 Utility Mobile Workshop Van	9/24/2018	26,850	40,000	26,850	13,150
Replace/Upgrade SCADA System		-	35,000	-	35,000
#236 Trailer		-	5,000	-	5,000
Transit Cargo Van	3/25/2019	24,858	30,000	-	30,000
Asset Management System		-	30,000	-	30,000
Booster Station Rehabilitation		-	900,000	660,686	239,314
Water main replacement		-	100,000	8,007	91,993
Sanitary Sewer					
Water Truck	2/25/2019	41,701	60,000	-	60,000
Replace/Upgrade SCADA System		-	35,000	-	35,000
Asset Management System		-	30,000	-	30,000
Galtier Lift Station Rehab		-	50,000	-	50,000
Fernwood Lift Station Rehab		-	540,000	18,342	521,658
Sewer main repairs		-	900,000	986,408	(86,408)
I & I reduction		-	30,000	-	30,000
Storm Sewer					
#103 Ford F350 w/Plow	1/7/2019	61,064	65,000	36,768	28,232
#122 Wheel Loader	10/22/2018	217,223	220,000	217,057	2,943
#130 Steamer	2/11/2019	17,538	20,000	17,538	2,462
#165 5-ton Trailer		-	15,000	-	15,000
Replace/Upgrade SCADA System		-	35,000	-	35,000
Asset Management System		-	30,000	-	30,000
Pond improvements/Infiltration	Various	47,898	300,000	6,475	293,525
Storm Sewer Replacement/Rehabilitation	2/11/2019	48,400	400,000	20,699	379,301
Golf Course					
Greens Mowers		-	30,000	-	30,000
		-	-	-	-
Total - All Items			\$9,624,705	\$2,646,074	\$6,978,631

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.d

Department Approval



City Manager Approval



Item Description: Receive 2019 2nd Quarter Financial Report

1
2 In an effort to keep the Council informed on the City's financial condition and budget performance, a
3 comparison of the 2019 revenues and expenditures for the period ending June 30, 2019 (unaudited) is
4 shown below. This comparison is presented in accordance with the City's Operating Budget Policy,
5 which reads in part as follows:

6
7 *The Finance Department will prepare regular reports comparing actual expenditures to*
8 *budgeted amounts as part of the budgetary control system. These reports shall be*
9 *distributed to the City Council on a periodic basis.*

10
11 The comparisons shown below includes those programs and services that constitute the City's core
12 functions and for which changes in financial trends can have a near-term impact on the ability to maintain
13 current service levels. Programs such as debt service and tax increment financing which are governed by
14 pre-existing obligations and restricted revenues are not shown. In addition, expenditures in the City's
15 vehicle and equipment replacement programs are not shown as these expenditures are specifically tied to
16 pre-established capital reserve funds. Unlike some of the City's operating budgets, these reserve funds
17 are not typically susceptible to year-to-year fluctuations. In these instances, annual reviews are considered
18 sufficient.

19
20 The information is presented strictly on a cash basis which measures only the *actual* revenues that have
21 been deposited and the *actual* expenditures that have been paid. This is in contrast with the City's audited
22 year-end financial report which attempts to measure revenues earned but not collected, as well as costs
23 incurred but not yet paid.

24
25 It should be noted that some of the City's revenue streams such as property taxes, are non-recurring or
26 are received intermittently throughout the year. This can result in wide revenue fluctuations from month
27 to month. In addition, some of the City's expenditures are also non-recurring and subject to wide
28 fluctuations. To accommodate these differences, a comparison is made to historical results to identify
29 whether any unusual trends exist.

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Citywide Financial Summary

The following table depicts the 2019 revenues and expenditures for the fiscal period ending June 30, 2019 for the City’s core programs and services (unaudited).

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
General Property Taxes	\$ 15,241,650	\$ 7,927,748	52.0%	57.4%	-5.4%
Intergovernmental Revenue	4,086,350	1,437,846	35.2%	40.7%	-5.6%
Licenses & Permits	1,733,235	1,343,154	77.5%	52.1%	25.4%
Charges for Services	20,597,535	7,766,018	37.7%	40.4%	-2.7%
Fines and Forfeits	134,000	42,024	31.4%	26.4%	5.0%
Cable Franchise Fees	470,000	95,603	20.3%	24.2%	-3.8%
Rentals & Leases	68,500	40,055	58.5%	50.8%	7.6%
Donations	42,000	38,342	91.3%	42.0%	49.3%
Other	1,211,850	860,757	71.0%	43.1%	27.9%
Interest earnings	97,500	-	0.0%	0.0%	0.0%
Total Revenue	\$ 43,682,620	\$ 19,551,547	44.8%	46.6%	-1.8%
Expenditures					
General Government	\$ 2,463,910	\$ 1,192,328	48.4%	46.9%	1.5%
Public Safety	10,275,285	4,552,785	44.3%	46.1%	-1.8%
Public Works	2,966,425	1,146,668	38.7%	38.0%	0.7%
Recreation	4,943,535	1,877,129	38.0%	40.7%	-2.7%
Information Technology	3,296,235	1,139,901	34.6%	46.6%	-12.0%
Communications	556,390	278,351	50.0%	53.9%	-3.9%
Community Development	1,489,600	652,227	43.8%	38.5%	5.2%
License Center	1,842,630	892,194	48.4%	45.1%	3.3%
Sanitary Sewer	6,299,335	3,566,231	56.6%	43.0%	13.6%
Water	7,684,580	3,150,690	41.0%	32.7%	8.3%
Storm Sewer	2,363,350	884,977	37.4%	35.4%	2.0%
Golf & Community Bldg.	510,640	165,844	32.5%	36.8%	-4.3%
Recycling	562,120	304,396	54.2%	48.9%	5.3%
Total Expenditures	\$ 45,254,035	\$ 19,803,722	43.8%	41.2%	2.6%

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Table Comments:

- ❖ ‘% Actual’ column depicts the percentage received/spent compared to the budget
- ❖ ‘% Expect’ column depicts the percentage of revenues/expenditures we normally incur during this period as measured over the previous 3 years
- ❖ ‘Diff’ column depicts the difference between the percentage actually received/spent and the percentage we typically incur. A percentage difference of 10% or more in this column would be considered significant

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Revenue and Expenditure Comments

Overall, revenues and expenditures were near expected levels. Greater detail can be found in the individual Fund summaries below.

49 **General Fund Summary**

50 The following table depicts the 2019 financial activity for the General Fund for the fiscal period ending
 51 June 30, 2019 (unaudited). The General Fund includes the activities associated with the City’s police,
 52 fire, streets, administration & finance, legal, nuisance code enforcement, and other general functions.
 53

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
General Property Taxes	\$ 12,316,605	\$ 6,414,859	52.1%	58.2%	-6.1%
Intergovernmental Revenue	1,094,210	216,418	19.8%	22.8%	-3.0%
Licenses & Permits	343,000	90,757	26.5%	28.4%	-1.9%
Charges for Services	327,000	183,318	56.1%	65.8%	-9.8%
Fines and Forfeits	134,000	42,024	31.4%	26.4%	5.0%
Donations	-	-			
Other: Admin Chrg./Transfer	1,120,000	481,089	43.0%	41.0%	2.0%
Interest earnings	30,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 15,364,815	\$ 7,428,465	48.3%	53.0%	-4.7%
Expenditures					
General Government	\$ 2,463,910	\$ 1,192,328	48.4%	46.9%	1.5%
Public Safety	10,275,285	4,552,785	44.3%	46.1%	-1.8%
Public Works	2,966,425	1,146,668	38.7%	38.0%	0.7%
Total Expenditures	\$ 15,705,620	\$ 6,891,781	43.9%	44.6%	-0.8%

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 56 **Comments:**

57 General Fund revenues and expenditures are near expected levels overall.

58
 59 The General Fund is currently in good financial condition with \$5.8 million in available cash reserves or
 60 37% of the annual operating budget. The reserve level is budgeted to decline in 2019 by \$340,000 but
 61 there may be offsetting factors that minimizes this impact. The City’s Cash Reserve Policy establishes a
 62 target reserve level of 35-45% for the General Fund.
 63

64 **Recreation Fund Summary**

65 The following table depicts the 2019 financial activity for the Recreation Fund for the fiscal period ending
 66 June 30, 2019 (unaudited).

67

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
General Property Taxes	\$ 2,725,045	\$ 1,409,445	51.7%	54.4%	-2.6%
Charges for Services	2,092,990	976,640	46.7%	51.6%	-5.0%
Rentals & Leases	68,500	40,055	58.5%	51.8%	6.7%
Donations	42,000	38,342	91.3%	40.7%	50.5%
Other	-	36,310			
Interest earnings	15,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 4,943,535	\$ 2,500,791	50.6%	53.2%	-2.6%
Expenditures					
Recreation	4,943,535	1,877,129	38.0%	40.7%	-2.7%
Total Expenditures	\$ 4,943,535	\$ 1,877,129	38.0%	40.7%	-2.7%

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70 Comments:

71 Recreation Fund revenues and expenditures are near expected levels.

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73 The Recreation Fund is currently in good financial condition with \$1,235,000 in available cash reserves
 74 for operational needs or 25% of the annual operating budget. The City's Cash Reserve Policy establishes
 75 a target reserve level of 25% for this Fund.

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79 **Information Technology Fund Summary**

80 The following table depicts the 2019 financial activity for the Information Technology Fund for the fiscal
 81 period ending June 30, 2019 (unaudited).

82

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
General Property Taxes	\$ 200,000	\$ 103,444	51.7%	54.4%	-2.6%
Intergovernmental Revenue	2,630,925	1,167,369	44.4%	50.8%	-6.5%
Charges for Services	459,310	262,113	57.1%	49.9%	7.1%
Rentals & Leases	-	-			
Other: Transfer In	-	-			
Interest earnings	6,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 3,296,235	\$ 1,532,925	46.5%	49.2%	-2.7%
Expenditures					
Information Technology	3,296,235	1,139,901	34.6%	46.6%	-12.0%
Total Expenditures	\$ 3,296,235	\$ 1,139,901	34.6%	46.6%	-12.0%

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85 Comments:

86 Information Technology revenues are near expected levels while expenditures are below – the result of
 87 lower capital replacements compared to prior years for this same measurement period.

88

89 The Information Technology Fund is currently in good financial condition with \$446,000 in available
 90 cash reserves for operational needs or 15% of the operating budget. The City’s Cash Reserve Policy
 91 establishes a target reserve level of 10-15% for this Fund excluding any long-term capital replacement
 92 needs.

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95 **Communications Fund Summary**

96 The following table depicts the 2019 financial activity for the Communications Fund for the fiscal period
 97 ending June 30, 2019 (unaudited).

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	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Cable Franchise Fees	\$ 470,000	\$ 95,603	20.3%	24.2%	-3.8%
Other	-	-			
Interest earnings	3,500	-	0.0%	0.0%	0.0%
Total Revenue	\$ 473,500	\$ 95,603	20.2%	24.0%	-3.8%
Expenditures					
Communications	556,390	278,351	50.0%	53.9%	-3.9%
Total Expenditures	\$ 556,390	\$ 278,351	50.0%	53.9%	-3.9%

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101 Comments:

102 Communications Fund revenues and expenditures are near expected levels.

103

104 The Communications Fund is currently in fair financial condition with \$75,000 in available cash reserves
 105 for operational needs or 12% of the annual operating budget. The City’s Cash Reserve Policy establishes
 106 a target reserve level of 10-30% for this Fund excluding any long-term capital replacement needs.

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Community Development Fund Summary

The following table depicts the 2019 financial activity for the Community Development Fund for the fiscal period ending June 30, 2019 (unaudited).

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Intergovernmental Revenue	\$ 273,715	\$ 28,709	10.5%	50.1%	-39.6%
Licenses & Permits	1,390,235	1,252,397	90.1%	58.6%	31.5%
Other	23,125	1,308	5.7%	71.5%	-65.9%
Interest earnings	25,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 1,712,075	\$ 1,282,413	74.9%	57.1%	17.8%
Expenditures					
Community Development	1,489,600	652,227	43.8%	38.5%	5.2%
Total Expenditures	\$ 1,489,600	\$ 652,227	43.8%	38.5%	5.2%

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Comments:

Community Development Fund revenues are considerably higher than expected due to strong building permit activity. Expenditures are near expected levels.

The Community Development Fund is currently in excellent financial condition with \$2.1 million in available cash reserves or 144% of the annual operating budget. The City's Cash Reserve Policy establishes a target reserve level of 25-50% for this Fund excluding any long-term capital replacement needs.

124 **License Center Fund Summary**
 125 The following table depicts the 2019 financial activity for the License Center Fund for the fiscal period
 126 ending June 30, 2019 (unaudited).
 127

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Charges for Services	\$ 1,768,300	\$ 1,035,757	58.6%	53.2%	5.4%
Other	-	280,097			
Interest earnings	12,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 1,780,300	\$ 1,315,854	73.9%	52.9%	21.1%
Expenditures					
License Center	1,842,630	892,194	48.4%	45.1%	3.3%
Total Expenditures	\$ 1,842,630	\$ 892,194	48.4%	45.1%	3.3%

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 130 Comments:

131 License Center Fund revenues are higher than expected due to the one-time receipt of \$280,000 for the
 132 reimbursement of excess costs associated with the 2017 MNLARS system rollout. Expenditures are near
 133 expected levels. Passport and auto dealer titling services remain strong and continue to general surplus
 134 monies to support motor vehicle and other city functions.

135
 136 The License Center Fund is currently in good financial condition with \$730,000 in available cash reserves
 137 for operations or 34%. This includes the recent \$280,000 reimbursement noted above however this money
 138 could be used for other License Center purposes such as capital improvements. The City's Operating
 139 Cash Reserve Policy establishes a target reserve level of 10-15% for this Fund excluding any long-term
 140 capital replacement needs.

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Sanitary Sewer Fund Summary

The following table depicts the 2019 financial activity for the Sanitary Sewer Fund for the fiscal period ending June 30, 2019 (unaudited).

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Charges for Services	\$ 5,899,335	\$ 2,110,935	35.8%	40.5%	-4.7%
Other / Spec Asmnts	-	1,328			
Interest earnings	-	-			
Total Revenue	\$ 5,899,335	\$ 2,112,263	35.8%	40.6%	-4.8%
Expenditures					
Sanitary Sewer	6,299,335	3,566,231	56.6%	43.0%	13.6%
Total Expenditures	\$ 6,299,335	\$ 3,566,231	56.6%	43.0%	13.6%

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Comments:

Sanitary Sewer Fund revenues and expenditures are near expected levels. Expenditures can fluctuate from year to year depending on the amount of capital improvements recorded during the measurement period.

The Sanitary Sewer Fund is currently in good financial condition with \$1,110,000 in available cash reserves for operations. A rate increase for 2020 will be necessary to provide for future operational and capital needs.

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Water Fund Summary

The following table depicts the 2019 financial activity for the Water Fund for the fiscal period ending June 30, 2019 (unaudited).

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Charges for Services	\$ 7,334,580	\$ 2,067,181	28.2%	31.8%	-3.6%
Other / Spec Asmnts	-	2,863			
Interest earnings	-	-		n/a	n/a
Total Revenue	\$ 7,334,580	\$ 2,070,044	28.2%	31.8%	-3.6%
Expenditures					
Water	7,684,580	3,150,690	41.0%	32.7%	8.3%
Total Expenditures	\$ 7,684,580	\$ 3,150,690	41.0%	32.7%	8.3%

Comments:

Water Fund revenues and expenditures are near expected levels. Expenditures can fluctuate from year to year depending on the amount of capital improvements recorded during the measurement period.

The Water Fund is currently in poor financial condition with minimal cash reserves available for operations. A rate increase for 2020 will be necessary to provide for future operational and capital needs.

171 **Storm Sewer Fund Summary**

172 The following table depicts the 2019 financial activity for the Storm Sewer Fund for the fiscal period
 173 ending June 30, 2019 (unaudited).

174

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Charges for Services	\$ 1,933,460	\$ 767,231	39.7%	44.0%	-4.3%
Other / Spec Asmnts	-	5,749			
Interest earnings	5,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 1,938,460	\$ 772,979	39.9%	45.4%	-5.6%
Expenditures					
Storm Sewer	2,363,350	884,977	37.4%	35.4%	2.0%
Total Expenditures	\$ 2,363,350	\$ 884,977	37.4%	35.4%	2.0%

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177 Comments:

178 Storm Sewer Fund revenues and expenditures were near expected levels. Expenditures can fluctuate from
 179 year to year depending on the amount of capital improvements recorded during the measurement period.

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181 The Storm Sewer Fund is currently in good condition with \$593,000 in available cash reserves for
 182 operations. A rate increase for 2020 will be necessary to provide for future operational and capital needs.

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185 **Golf Course Fund Summary**

186 The following table depicts the 2019 financial activity for the Golf Course Fund for the fiscal period
 187 ending June 30, 2019 (unaudited).
 188

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Charges for Services	\$ 333,000	\$ 155,445	46.7%	52.3%	-5.6%
Donations	-	-			
Other: Equip/Bldg Rental	68,725	52,014	75.7%	45.2%	30.5%
Interest earnings	-	-			
Total Revenue	\$ 401,725	\$ 207,459	51.6%	51.0%	0.7%
Expenditures					
Golf & Community Bldg.	510,640	165,844	32.5%	36.8%	-4.3%
Total Expenditures	\$ 510,640	\$ 165,844	32.5%	36.8%	-4.3%

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191 Comments:

192 Golf Course Fund revenues and expenditures were near expected levels overall. Green fees were
 193 somewhat lower than expected, however they were more than offset by higher building rentals. Revenues
 194 and expenditures can fluctuate greatly from year to year depending on the length of the golfing season
 195 and weather conditions.

196

197 The Golf Course Fund is currently in fair financial condition with \$240,000 in available cash reserves for
 198 operations.
 199

200 **Recycling Fund Summary**
 201 The following table depicts the 2019 financial activity for the Recycling Fund for the fiscal period ending
 202 June 30, 2019 (unaudited).
 203

	2019	2019	%	%	
Revenues	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Expect.</u>	<u>Diff.</u>
Intergovernmental Revenue	\$ 87,500	\$ 25,351	29.0%	26.5%	2.5%
Charges for Services	449,560	207,398	46.1%	41.2%	5.0%
Other (Revenue Sharing)	-	-			
Interest earnings	1,000	-	0.0%	0.0%	0.0%
Total Revenue	\$ 538,060	\$ 232,749	43.3%	35.9%	7.3%
Expenditures					
Recycling	562,120	304,396	54.2%	48.9%	5.3%
Total Expenditures	\$ 562,120	\$ 304,396	54.2%	48.9%	5.3%

204
 205
 206 Comments:
 207 Recycling Fund revenues and expenditures were near expected levels overall. To date, the City has not
 208 received any revenue sharing monies from the recycling contractor due to a collapsed second-hand market
 209 for recycled materials. This same event has resulted in higher-than-expected costs due to a provision in
 210 the recycling contract which requires the city to pay a surcharge to make up for the market downturn.
 211

212 The Recycling Fund is currently in poor financial condition and is likely to run out of money before the
 213 end of the fiscal year. A significant rate increase in 2020 will be necessary to provide for future operations.
 214

215 **Final Comments**
 216 The City’s overall financial condition remains strong; however a number of concerns remain. The City’s
 217 cash reserve levels in some key operating units are below recommended levels.

218 **POLICY OBJECTIVE**
 219 The information presented above satisfies the reporting requirements in the City’s Operating Budget
 220 Policy.

221 **FINANCIAL IMPACTS**
 222 Not applicable.

223 **STAFF RECOMMENDATION**
 224 Not applicable.

225 **REQUESTED COUNCIL ACTION**
 226 For informational purposes only. No formal Council action is requested
 227

Prepared by: Chris Miller, Finance Director
 Attachments: A: None

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.e

Department Approval



City Manager Approval



Item Description: Approve a Resolution Approving Final Contract Acceptance of the 2018 Sanitary Sewer Lining Project

BACKGROUND

On November 6, 2017, the City Council awarded the 2018 Sanitary Sewer Lining Project to Veit & Company, Inc. The work for this contract was finished in April of 2019, and the contractor has requested final payment. This project consisted of 5.75 miles of sanitary sewer main lining in areas throughout the City identified as having root intrusion or infiltration problems.

POLICY OBJECTIVE

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

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

FINANCIAL IMPACTS

The final contract amount, \$962,448.00 is less than the original contract amount of \$972,755.00. This decrease in the final contract amount is due to the removal of a couple segments of pipe that need some additional work before they can be lined.

This project was funded using sanitary sewer and storm sewer utility funds.

STAFF RECOMMENDATION

Since all necessary items have been completed in accordance with project plans and specifications, staff recommends the City Council approve a resolution approving final contract acceptance of the 2018 Sanitary Sewer Lining Project and authorize final payment of \$48,122.40.

REQUESTED COUNCIL ACTION

Consider approval of a resolution approving final contract acceptance of the 2018 Sanitary Sewer Lining Project.

Prepared by: Jesse Freihammer, City Engineer/Asst. Public Works Director
Attachments: A: Resolution
B: City Engineer Certification

**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 22nd day of July, 2019, at 6:00
3 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

RESOLUTION No.

**FINAL CONTRACT ACCEPTANCE OF THE
2018 SANITARY SEWER LINING PROJECT**

10
11
12
13
14
15
16 BE IT RESOLVED by the City Council of the City of Roseville, as follows:
17

18 WHEREAS, pursuant to a written contract signed with the City on November 6, 2017, Veit &
19 Company, Inc., has satisfactorily completed the improvements associated with the Sanitary
20 Sewer Main Lining Project contract.
21

22 NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
23 ROSEVILLE, MINNESOTA, that the work completed under said contract is hereby accepted
24 and approved; and
25

26 BE IT FURTHER RESOLVED: That the City Manager is hereby directed to issue a proper
27 order for the final payment of such contract, taking the contractor's receipt in full; and
28

29 BE IT FURTHER RESOLVED: That the one year warranty period as specified in the contract
30 shall commence on July 22, 2019.
31

32 The motion for the adoption of the foregoing resolution was duly seconded by
33 Councilmember and upon vote being taken thereon, the following voted in favor
34 thereof: and the following voted against the same: .
35

36 WHEAREUPON said resolution was declared duly passed and adopted.

Final Contract Acceptance 2018 Sanitary Sewer Lining Project

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of July, 2019, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of July, 2019.

Patrick Trudgeon, City Manager

(SEAL)



July 22, 2019

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: 2018 Sanitary Sewer Lining Project
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the 2018 Sanitary Sewer Lining Project. I find that this contract has been fully completed in all respects according to the plans, specifications, and the contract. I therefore recommend that final payment be made from the improvement fund to the contractors for the balance on the contract as follows:

Original Contract amount (based on estimated quantities)	\$972,755.00
Actual amount due (based on actual quantities)	\$962,448.00
Previous payments	\$914,325.60
Balance Due	\$ 48,122.40

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

Sanitary Sewer Fund	\$ 854,998.00
Storm Sewer Fund	\$ 107,450.00

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

Sincerely,

Jesse Freihammer, P.E
City Engineer/Asst. Public Works Director
651-792-7042
Jesse.Freihammer@cityofroseville.com

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.f

Department Approval



City Manager Approval



Item Description: Avid Hotel – Public Improvement Contract Approval

BACKGROUND

The Developer of the Avid Hotel at 3015 Centre Pointe Drive, West Real Estate, has worked with the City to develop the Public Improvement Contract for the infrastructure that is needed to serve the new hotel. The new public infrastructure includes the extension of a six foot wide concrete sidewalk on the west side of Centre Pointe Drive adjacent to the development. This would eliminate a missing sidewalk link within the Centre Pointe Drive area. The second public improvement is the reconstruction of an existing bituminous pathway on the west side of the project site.

DISCUSSION

In order to serve the site redevelopment for the new hotel, the following public improvements need to be made. The detail of such improvements are specified in the Public Improvement Contract (Attachment A) and shown in the plans (Attachment B) and are summarized as follows:

- a. Installation of a new 6' wide concrete sidewalk along the west side of Centre Pointe Drive.
- b. Reconstruction of a bituminous pathway on the west side of the project site.

All work would be done through the developer's contractor. All costs for the improvements would be paid by the developer. The estimated cost of construction of the public infrastructure is \$20,000. The developer will provide a financial security in the amount of 125% of the estimated cost of construction (\$25,000) in the event the developer fails to perform.

The City would provide oversight of the construction. The Developer will pay the City \$800.00 for these inspection services.

The public improvements are planned to be completed by the end of 2020.

The attached contract has been reviewed by the City Attorney.

FINANCIAL IMPLICATIONS

The estimated cost of these improvements is approximately \$20,000.

The contract as presented has the developer paying for all the costs of the improvement including design, inspection, construction and city staff time related to the improvement. The Developer will pay the City \$800.00 to cover staff time overseeing the project.

STAFF RECOMMENDATION

Staff recommends that the City Council approve the Avid Hotel - Public Improvement Contract.

30 **REQUESTED COUNCIL ACTION**

31 Motion to approve the Avid Hotel - Public Improvement Contract.

Prepared by: Jesse Freihammer, City Engineer/Assistant Public Works Director
Attachments: A: Public Improvement Contract
B: Proposed Improvement Site Plan

PUBLIC IMPROVEMENT CONTRACT
AVID HOTEL

THIS PUBLIC IMPROVEMENT CONTRACT (“**Agreement**”) dated _____, 20__ , is entered into between the City of Roseville, a Minnesota municipal corporation, whose address is 2660 Civic Center Drive, Roseville, Minnesota 55113 (“**the City**”), West Real Estate, LLC, a Minnesota limited liability company, whose address is 1660 Highway 100 S, Suite 210, Saint Louis Park, MN 55416. (the “**Grantor**”).

WITNESSETH:

A. The Grantor is the owner of that certain real estate located in Ramsey County, Minnesota, legally described as set forth in Exhibit A attached hereto and hereby made a part hereof (the “**Property**”).

B. The Grantor is constructing and installing certain public improvements on the Property, including sidewalks, curb cuts, and related improvements (collectively, the “**Public Improvements**”) and as more fully set forth in paragraph 1 hereof;

C. The Grantor is also constructing and installing certain improvements on the Property the location of which improvements is within the Centre Pointe Drove public right-of-way, as shown on those certain plans attached hereto as Exhibit B and hereby made a part hereof (the “**Improvement Plans**”).

D. The Grantor is also planting and installing trees, shrubs, grasses and other plantings and vegetation on the Property which are hereinafter referred to as the “**Private Landscaping**”.

E. The Grantor and City desire to enter into this Agreement for the purpose of clarifying their respective obligations with respect to: a. the maintenance of the Public Improvements; b. the maintenance of the Private Landscaping; and c. the grant of easements necessary to provide sufficient access to all of the above for the purpose of performing such maintenance.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Public Improvements. The Developer shall, subject to the terms and conditions contained herein, perform the following work and construct the Public Improvements on the Property in compliance with City Improvement Plans and all rules, regulations, standards and ordinances of the City:

a. Site Grading and Turf Restoration. The Developers shall grade the Property in accordance with the City-approved Grading, Drainage and Erosion Control Plan. Site grading improvements shall include common excavation, subgrade correction,

embankment and pond excavation. Turf restoration shall include seeding, mulching, and erosion control.

- b. Pathways and Sidewalks. The Developer shall construct the public sidewalk in compliance with the attached Improvement Plans. The Developer will replace or repair any damage or destruction done to improvements located in the Boulevard and Right-of-Ways.
- c. Erosion Control. Prior any grading and before any utility construction is commenced or building permits are issued, the erosion control plan must be implemented, inspected and approved by the City.

3. Grantor Maintenance and Repairs. Unless damaged by the City as set forth in paragraph 5 hereof, the Grantor shall repair and, when necessary, replace the Private Landscaping that is located on or within public easements on the Property. The Private Landscaping that is located on or within public easements on the Property shall be maintained at all times by the Grantor in a safe, clean and attractive condition. The maintenance shall include, but not be limited to, the cutting and grooming of all grass areas; the use of appropriate weed control measures; the removal of litter; the pruning and maintenance of all shrubs, trees and other plantings; and the grooming and maintenance of the ground cover and other vegetation within the Property. The foregoing obligations shall be in addition to any requirements imposed by City Code. In the event that the Grantor fails to adequately maintain, repair and when necessary replace the Private Landscaping that is located on or within public easements on the Property, the City shall have the right, but not the obligation, after providing ten (10) business days prior written notice to the Grantor, to perform such maintenance, repair and replacement, and charge the cost thereof to the Grantor. Payment of such cost shall be made within thirty (30) days after the Grantor has been notified by the City of the amount of such cost. If full payment is not made within such 30 day period the City shall have all rights available at law and in equity to collect such cost, as well as the right to assess the cost against the Property pursuant to Minn. Stat. § 429.101. Interest shall accrue on any costs not paid within said 30 day period at a rate of 6% or the maximum allowed by law, whichever is less. In the event the Grantor fails to adequately maintain, repair and when necessary replace the Private Landscaping that is located on or within public easements on the Property, the City shall have the further right to remove the Private Landscaping from the Property and plant such landscaping as the City deems appropriate, whereupon the City, rather than the Grantor, shall thereafter be responsible for the maintenance, repair and when necessary replacement of any such landscaping that is located on or within public easements on the Property.

4. Changes to Private Landscaping. Any deviations to the Landscaping Plan (“Landscaping Plan”) which comprises a part of the Improvement Plans, and any changes to the Private Landscaping located within public easements on the Property once installed, shall require prior approval by the City, which approval shall not be unreasonably withheld, conditioned, or delayed. All new or additional landscaping so approved by the City shall become a part of the Private Landscaping and shall be subject to the terms and conditions of this Agreement.

5. Repair and Replacement of Private Landscaping. In the event that any Private Landscaping on or within public easements on the Property is removed, damaged or destroyed as a result of the City’s performance of the City Maintenance, the City shall repair such Private

Landscaping which is damaged to a healthy condition and shall replace such Private Landscaping which is removed or destroyed with the same Private Landscaping as is shown in the Landscaping Plan (as originally approved by the City or if subsequently modified, as modified).

6. Grant of Easements. The Grantor hereby grants and conveys to the City, and its employees, agents and contractors, a perpetual, non-exclusive easement for access purposes on, over and across those portions of the Property upon which the Public Improvements are located, as well as a perpetual non-exclusive easement for access purposes on, over and across those portions of the Property which are directly adjacent to the Public Improvements which the City reasonably needs for access to perform City Maintenance or maintenance, repair or replacement of Private Landscaping located within public easements.

7. Binding Effect. The terms, conditions, covenants, indemnifications and easements contained herein shall run with the land and shall be binding upon and inure to the benefit of the parties hereto and their successors and assigns. In the event of an assignment, transfer or other conveyance (whether voluntary or involuntary) of the fee simple ownership of all or any portion of the Property, the fee simple owner(s) to whom such Property is transferred shall be liable for the performance of all covenants, obligations, undertakings and indemnifications herein set forth with respect to the Property owned, during the period of their ownership.

8. Notice to Proceed. The improvements shall be installed in accordance with the City approved Plans and the rules, regulations, standards and ordinances of the City. The plans and specifications shall be prepared by a competent registered professional engineer, furnished to the City for review, and shall be subject to the approval of the City Engineer. No work shall commence on the Property until the City Engineer notifies the Developer that the work can commence.

9. Time of Performance. The Developer shall complete all public improvements by October 31, 2020. The Developer may, however, forward a request for an extension of time to the City. If an extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.

10. Inspection. The Developer shall provide the services of a Project Representative and assistants at the site to provide continuous observation of the work to be performed and the improvements to be constructed under this Agreement.

- a. The Developer shall provide the City Engineer a minimum of one business day notice prior to the commencement of the underground pipe laying and service connection; and prior to subgrade, gravel base and bituminous surface construction.
- b. Developer's failure to comply with the terms of this section shall permit the City Engineer to issue a stop work order which may result in a rejection of the work and which shall obligate the Developer to take all reasonable steps, as directed by the City Engineer, to ensure that the improvements are constructed and inspected pursuant to the terms of this Agreement. Such failure shall further result in the assessment of a penalty upon the occurrence of each such failure to comply, in an amount equal to 1% of the amount of the security required for such improvements, which penalty the Developer agrees to pay immediately upon demand by the City.

11. Engineering Coordination. A City Engineering Coordinator shall be assigned to this project to provide further protection for the City against defects and deficiencies in the work and improvements through the observations of the work in progress and field checks of materials and equipment. However, the furnishing of such engineering coordination will not make the City responsible for construction means, methods, techniques, sequences or procedures or for the safety precautions or programs, or for the Developer's failure to perform its work in accordance with the Public Improvement Construction Plans. The Developer is obligated to pay the City for City inspection services at an estimated cost of \$800.00, which equals four percent (4%) of the estimated cost of the public improvements, which amount is \$20,000.00. This amount shall be paid upon or prior to the execution of this Agreement.

12. Security. To guarantee compliance with the terms of this Agreement, payment of the costs of all Public Improvements and construction of all Public Improvements, the Developer shall furnish either: a) a cash deposit, or b) an irrevocable letter of credit of \$25,000.00 in a form to be approved by the City (the "Financial Security"). The amount of the Financial Security is 125% of the estimated cost to construct the Public Improvements. The City shall have the right to draw on the Letter of Credit in the event that the Developer fails to perform any of its obligations under this Agreement.

- a. Reduction of Security. Periodically upon the Developer's written request, the City Engineer may reduce the amount of the Financial Security for completed Public Improvements provided the following conditions are met:
- (i) The Developer's engineer certifies that the Public Improvements have been constructed to City Standards and in accordance with the Plans.
 - (ii) The Developer provides documentation that its contractors and all their subcontractors and suppliers have been paid in full for the work completed and materials supplied.
 - (iii) The City Engineer determines that such Public Improvements have been fully completed in accordance with the Plans, specifications and provisions of this Agreement.

The amount of reduction shall be equal to that portion of the Financial Security which covers such completed Public Improvements; provided however, in no case shall the remaining amount of the Financial Security be less than the greater of: (i) 25% of the original amount of the Financial Security, or (ii) 125% of the estimated cost to complete the Public Improvements which have not been completed as determined by the City Engineer.

13. Acceptance of Public Improvements. After the work described in paragraph 1 of this Agreement has been completed, the Developer may request that the City accept the Public Improvements. This may be accomplished through a City Council resolution or confirmation in a writing signed by the City Engineer, provided the following conditions are met:

- a. As-Built Survey. The Developer shall provide an as-built survey upon completion of the Public Improvements described in Paragraph C in reproducible and digital (AutoCAD) format. The locations and elevations of sewer and water services shall be accurately shown on the survey.

- b. Certification. The Developer's engineer submits a letter certifying that the improvements have been constructed to City Standards in accordance with the Plans and requests that the City accept the improvements.
- c. Payment. The Developer provides documentation that its contractors, subcontractors, and material suppliers have been paid in full for the work completed.
- d. Determination of Completion. The City Engineer has determined that all Public Improvements have been completed in accordance with City-approved Plans and terms of this Agreement.

The date of City acceptance of the Public Improvements shall be the date of the City Council resolution or the City Engineer's signed confirmation accepting the Public Improvements.

In the event that a Letter of Credit is given as the Financial Security the term of any Letter of Credit provided by the Developer must be at least one year. Notwithstanding anything to the contrary contained herein, in the event that: i) some or all of the Public Improvements have not been completed and accepted by the City before the expiration date of the Letter of Credit, ii) the City has been notified that the Letter of Credit is not being extended for another term of at least one year, and iii) no replacement Letter of Credit satisfactory to the City has been delivered to the City, the City shall have the right to draw on the full amount of the Letter of Credit at any time prior to the expiration of the Letter of Credit. In the event of such draw on the Letter of Credit, the City shall have the right to use the amount drawn to complete any unfinished Public Improvements, perform any unperformed obligations of the Developer, pay the costs to draw on the Letter of Credit and/or pay any costs to enforce this Agreement. The Letter of Credit shall allow Partial Draws and shall provide that a draw can be made on the Letter of Credit at a location which is in or within 30 miles of the City of Roseville.

14. Ownership of Improvements and Risk of Loss. Upon completion and City acceptance of the Public Improvements, all Public Improvements lying within public rights-of-way and easements, shall become City property without further notice or action. The Developer shall be responsible for the risk of loss of all Public Improvements constructed by the Developer until ownership thereof passes to the City. Any damage or destruction, in whole or in part, to any Public Improvement constructed by the Developer shall be repaired and/or replaced by the Developer until ownership of such Public Improvement passes to the City.

15. Warranty. The Developer shall install and construct the Public Improvements and the Privately Maintained Public Improvements in accordance with the terms and conditions of this Agreement. The Developer warrants the Public Improvements and the Privately Maintained Public Improvements and all work required to be performed by the Developer hereunder against poor material and faulty workmanship for a period of two (2) years after its completion and acceptance by the City. The Developer shall repair or replace as directed by the City and at the Developer's sole cost and expense: (i) any and all faulty work, (ii) any and all poor quality and/or defective materials, and (iii) any and all trees, plantings, grass, and/or sod which are dead, are not of good quality and/or are diseased, all being as determined in the sole but reasonable opinion of the City or its Engineer, provided the City or its Engineer gives notice of such defect to Developer on or before 60 days following the expiration of the two-year warranty period. The Developer shall post maintenance bonds or other security acceptable to the City to secure the warranties described herein.

16. Clean Up. The Developer shall promptly clear from public streets and property any soil, earth, or debris resulting from construction work by the Developer or its agent or assigns.

17. Indemnification. The fee simple owners of the Property shall indemnify, defend and hold the City harmless from and against all liability, claims, damages, costs, judgments, losses and expenses (including costs and attorneys' fees) resulting or arising from the negligent or wrongful acts or omissions of themselves, and their employees, agents and contractors, in the performance of their respective obligations under this Agreement. The City shall indemnify, defend, and hold the fee simple owners of the Property harmless from and against all liability, claims, damages, costs, judgments, losses and expenses (including costs and attorneys' fees) resulting or arising from the negligent or wrongful acts or omissions by the City, and its employees, agents and contractors, in the performance of the City's obligations under this Agreement.

18. Amendment, Modification or Waiver. No amendment, modification, waiver or termination of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing, signed by the record fee simple owner of the Property affected thereby and the City, and specifying with particularity the extent and nature of such amendment, modification, termination or waiver. Any waiver by any party of any default of another party hereunder shall not affect or impair any right arising from any subsequent default.

19. Severability. If any provision of this Agreement is held to be unenforceable or void, such provision shall be deemed to be severable and shall in no way affect the validity of the remaining terms of this Agreement.

20. Notices. Any notice to be given by the City under this Agreement shall be in writing and shall be deemed to be properly given: a) if delivered personally to the Taxpayer shown on the most recent Property Tax Statement for the Property to which such notice pertains, b) if mailed by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally recognized, reputable overnight courier for overnight delivery addressed as follows:

If there is a building/address on the Property to which the notice pertains:

To the address of the Property to which such notice pertains

If there is not a building/address on the Property to which the notice pertains:

To the address of the Taxpayer of the Property to which such notice pertains shown on the most recent Property Tax Statement for such Property

Notices shall be deemed effective on the date of receipt if given personally, on the date of deposit in the U.S. mails if mailed, or on the date of delivery to an overnight courier if so delivered; provided, however, if notice is given by deposit in the U.S. mails or delivery to an overnight courier, the time for response to any notice shall commence to run one business day after the date of mailing or delivery to the courier.

21. Certificate of Insurance. The Developer shall provide, prior to the commencement of any improvements on the Property and shall maintain until one year after the City has accepted the Public Improvements, workers compensation and general liability insurance satisfactory to the City covering personal injury, death, and claims for property damage which may arise out of the Developer's work, the work of its contractors and subcontractors, or by anyone directly or indirectly employed by any of them. Limits for bodily injury and death shall not be less than \$1,500,000.00 for each occurrence and limits for property damage shall be not less than \$300,000.00 for each occurrence. The City shall be named as an additional insured on general liability policy. The Developer shall provide the City with a certificate of insurance, satisfactory to the City, which evidences that it has such insurance in place prior to the commencement of any work on the Property and a renewal certificate at least 30 days prior to the expiration date of any policy required hereunder.

22. All Costs Responsibility of Developer. The Developer shall pay all costs incurred by it and the City in conjunction with this Agreement, the development of the Property, and the construction of the improvements required by this Agreement including, but not limited to, all costs of persons doing work or furnishing skills, tools, machinery and materials; insurance premiums; Letter of Credit fees; legal, planning and engineering fees; the preparation and recording of this Agreement and all easements and other documents relating to the Property; and all costs incurred pertaining to the inspection and monitoring of the work performed and improvements constructed on the Property. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements or the development of the Property. The Developer agrees to defend, indemnify, and hold the City and its mayor, councilmembers, employees, agents and contractors harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the Property or the acts of the Developer, and its employees, agents or contractors in connection thereto.

- a. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Agreement within thirty (30) days after receipt. If the bills are not paid on time, the City may, in addition to all other rights and remedies the City may have, halt plat development work and construction including, but not limited to, the issuance of building permits for lots which the Developer may or may not have sold, until the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the rate of ten percent (10%) per annum, or the maximum amount allowed by law, whichever is less.
- b. The Developer shall reimburse the City for all costs incurred in the enforcement of this Agreement, including all attorney and engineering fees.

23. Right to Cure. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer is first, except in case of an emergency, given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part against the Developer and/or the Property.

24. Remedies. Upon the occurrence of a default by the Developer of any of its obligations under this Agreement, the City, in addition to any other remedy which may be available to it, shall be permitted to do the following:

- a. City may make advances or take other steps to cure the default, and where necessary, enter the Property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the date of such advances or expenses incurred by the City upon demand, with interest from the date of such advances or expenses at the rate of 10% per annum or the maximum allowed by law, whichever is less. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or the exercise of this right, to perform any such act or cure any such default.
- b. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- c. Obtain an order from a court of competent jurisdiction enjoining the continuation of an event of default.
- d. Halt all development work and construction of improvements until such time as the event of default is cured.
- e. Withhold the issuance of a building permit and/or prohibit the occupancy of any structure(s) for which permits have been issued.
- f. Draw upon and utilize any Developer's Financial Security to cover the costs of the City in order to correct the default, the costs to complete any unfinished Public Improvements, the costs to draw on any Letter of Credit and/or the costs to enforce this Agreement.
- g. Terminate this Agreement by written notice to Developer at which time all terms and conditions contained herein shall be of no further force or effect and all obligations of the parties imposed hereunder shall be null and void.
- h. Exercise any other remedies which may be available to it at law or in equity.
- i. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an event of default, the Developer shall pay to the City all fees and expenses, including attorneys fees, incurred by the City as a result of the event of default, whether or not a lawsuit or other action is formally taken.

25. Assignment. The Developer may not assign this Contract without the written permission of the Roseville City Council.

26. Miscellaneous.

- a. This Agreement shall be binding upon the parties, their heirs, successors or assigns, as the case may be.

- b. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- c. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by the parties and approved by the Roseville City Council. The City's failure to promptly take legal action to enforce a default under this Agreement shall not be a waiver or release of such default.
- d. This Agreement shall run with the land and shall be binding upon the Developer, and its successors and assigns. The Developer shall, at its expense, record this Agreement with the Ramsey County Recorder if the Property is abstract property and/or with the Ramsey County Register of Titles if the Property is Torrens property.
- e. The Developer shall, prior to the time this Agreement is recorded, furnish the City with a title opinion or other title evidence satisfactory to the City that the Developer is the fee simple owner of the Property, that there are no other parties having a lien or encumbering the Property (or if there are liens or encumbrances such parties have executed a Consent to this Agreement satisfactory to the City), and otherwise showing that title to the Property is satisfactory to the City. Arrangements for recording the Agreement shall be made by the Developer and the City to assure that title to the Property at the time of recording is satisfactory to the City. No development or other work shall occur with respect to the Property for which a mechanics lien can be filed prior to recording of this Development Agreement.
- f. The obligations of the Developer under this Agreement shall be the joint and several obligation of all parties signing this Agreement as Developer.

IN WITNESS WHEREOF, the foregoing Agreement has been executed on the day and year first above written.

CITY OF ROSEVILLE

By: _____
_____, Mayor

By: _____
_____, City Manager

STATE OF MINNESOTA)
) ss

COUNTY OF _____)

The foregoing instrument was acknowledged before me this ___ day of _____, 20__, by _____ and _____, the Mayor and City Manager of the City of Roseville, a Minnesota municipal corporation, on behalf of said corporation.

Notary Public

DRAFT

West Real Estate, LLC
a Minnesota limited liability company

By: _____
Name: _____
Its: _____

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by Thomas Noble the President of West Real Estate, LLC, a Minnesota limited liability company, on behalf of said limited liability company.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Erickson, Bell, Beckman & Quinn, P.A.
1700 West Highway 36, Suite 110
Roseville, MN 55113
Phone: 651-223-4999

EXHIBIT A

Legal Description

Lot 3, Block 1, Centre Pointe Business Park 2nd Addition, according to the recorded plat thereof, Ramsey County, Minnesota.

(Abstract Property)

DRAFT

EXHIBIT B

Improvement Plans

The Improvement Plans follow.

DRAFT



Client
ROYAL
CONSTRUCTION

3653 Greenway St.
Eau Claire, WI 54701

Project
AVID HOTEL

Location
ROSEVILLE, MN

3015 CENTRE POINTE DR.

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.

Peter S. Moreau
PETER S. MOREAU
Registration No. 53735 Date: 06/07/2019

If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minneapolis, MN office.

Summary

Designed: PSM Drawn: CSO
Approved: PSM Book / Page:
Phase: rc Initial Issue: 06/07/2019

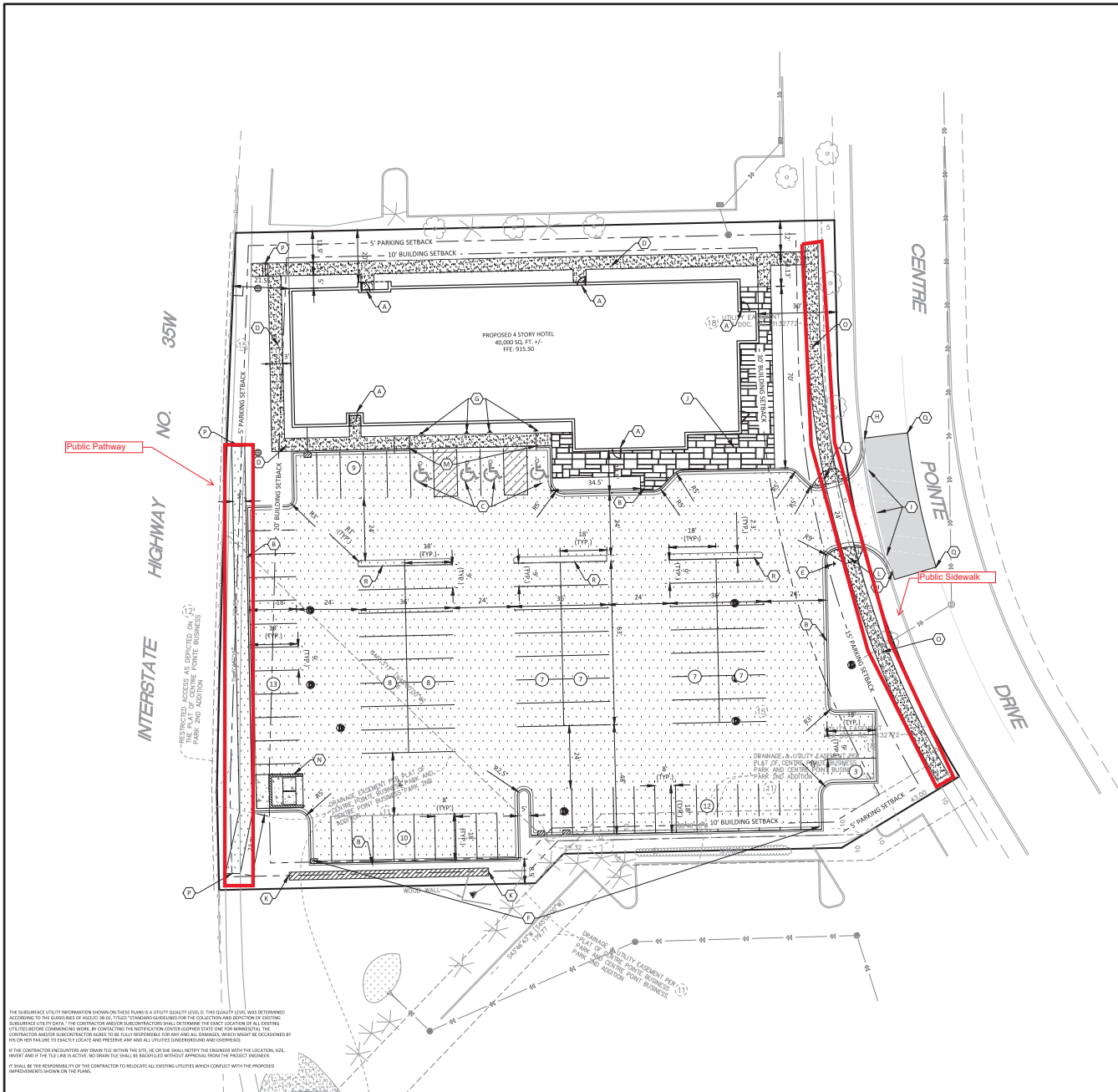
Revision History

No.	Date	By	Submittal / Revision
A	06/07/2019		ISSUED FOR CONSTRUCTION

Sheet Title
SITE PLAN

Sheet No. Revision
C3.01

Project No. 20999



LEGEND

	PROPOSED	EXISTING	
PROPERTY LIMIT CURB & GUTTER	---	---	STANDARD DUTY ASPHALT PAVING
EASEMENT	---	---	HEAVY DUTY ASPHALT PAVING
BUILDING	---	---	CONCRETE PAVING
RETAINING WALL	---	---	CONCRETE SIDEWALK
WETLAND LIMITS	---	---	DECORATIVE STAMPED CONCRETE
TREE LINE	---	---	
SAWCUT LINE	---	---	
SIGN	---	---	
PIPE BOLLARD	---	---	
NUMBER OF PARKING STALLS PER ROW	---	---	
KEY NOTE	---	---	

DEVELOPMENT SUMMARY

SETBACKS		
FRONT YARD	30 FEET	
REAR YARD	20 FEET	
SIDE YARD	10 FEET	
PARKING FRONT	15 FEET	
PARKING REAR/SIDE	5 FEET	
ZONING		
EXISTING ZONING	O/BP-1	
PROPOSED ZONING	O/BP-1	
PARKING SUMMARY		
REQUIRED PARKING STALLS*	90	
*1 SPACE PER ROOM + 1 SPACE PER 20 ROOMS		
86 ROOMS: 86 x 4 = 304		
STANDARD STALLS	63	
COMPACT STALLS	24	
ADA ACCESSIBLE STALLS	4	
TOTAL	91	
SITE AREA SUMMARY		
TOTAL PROPERTY	1.42 Ac	
IMPERVIOUS	1.13 Ac	
BUILDING AREA	0.23 Ac	
PARKING AREA	0.14 Ac	
SIDEWALKS/PATHS	0.76 Ac	
GREENSPACE	0.29 Ac	

- DEVELOPMENT NOTES**
1. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
 2. ALL DIMENSIONS SHOWN ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
 3. CONTRACTOR SHALL REVIEW PAVEMENT GRADIENT AND CONSTRUCT "GUTTER OUT" WHERE WATER DRAINS AWAY FROM CURB. ALL OTHER AREAS SHALL BE CONSTRUCTED AS "GUTTER IN" CURB. COORDINATE WITH GRADING CONTRACTOR.
 4. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
 5. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.
 6. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF EXIST PORCHES, RAMPS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
 7. SEE ARCHITECTURAL PLANS FOR SIGN DETAILS.
 8. SEE ARCHITECTURAL PLANS FOR LIGHT POLE FOUNDATION DETAIL AND FOR EXACT LOCATIONS OF LIGHT POLES.
 9. REFER TO FINAL PLAN FOR LOT BOUNDARIES, LOT NUMBERS, LOT AREAS, AND LOT DIMENSIONS.
 10. ALL GRADIENTS ON SIDEWALKS ALONG THE ADA ROUTE SHALL HAVE A MAXIMUM LONGITUDINAL SLOPE OF 5% (1:20), EXCEPT AT CURB RAMPS (1:12), AND A MAXIMUM CROSS SLOPE OF 2.08% (1:48). THE MAXIMUM SLOPE IN ANY DIRECTION ON AN ADA PARKING STALL OR ACCESS AISLE SHALL BE 2.08% (1:48). THE CONTRACTOR SHALL REVIEW AND VERIFY THE GRADIENT IN THE FIELD ALONG THE ADA ROUTES PRIOR TO PLACING CONCRETE OR BITUMINOUS PAVEMENT. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF THERE IS A DISCREPANCY BETWEEN THE GRADIENT IN THE FIELD VERSUS THE DESIGN GRADIENT AND COORDINATE WITH GRADING CONTRACTOR.
 11. "NO PARKING" SIGNS SHALL BE PLACED ALONG ALL DRIVEWAYS AS REQUIRED BY CITY.

- KEY NOTES**
- A. BUILDING, STOODS, STAIRS SEE ARCHITECTURAL PLANS
 - B. 8-612 CONCRETE CURB AND GUTTER
 - C. ADA ACCESSIBLE PARKING STALLS
 - D. CONCRETE SIDEWALK (SEE DETAIL SHEET C7.01)
 - E. STOP SIGN
 - F. COMPACT PARKING AREA. STALLS SHALL BE 9' IN WIDTH AND 18' IN LENGTH.
 - G. ACCESSIBLE PARKING SIGN (SEE DETAIL SHEET C9.01)
 - H. MEET & MATCH EXISTING CURB AND GUTTER
 - I. CONCRETE COMMERCIAL DRIVEWAY (PER CITY OF ROSEVILLE STANDARD DETAIL P-2)
 - J. DECORATIVE STAMPED CONCRETE (SEE ARCHITECTURAL PLANS)
 - K. LIMITS OF RETAINING WALL
 - L. PEDESTRIAN CURB RAMP
 - M. PEDESTRIAN CURB RAMP (PARALLEL)
 - N. 12" X 12" TRASH ENCLOSURE (SEE ARCHITECTURAL PLANS)
 - O. CONCRETE SIDEWALK (PER CITY OF ROSEVILLE STANDARD DETAIL P-1)
 - P. CONCRETE STEPS
 - Q. MATCH EXISTING ROAD SECTION = 3.5" TYPE SPWEA300 BITUMINOUS, 14" CLASS 5 AGGREGATE BASE
 - R. INTEGRAL CURB ISLAND

THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES BY ASCE 90.01. THESE UTILITY LOCATIONS ARE BASED ON THE DATA PROVIDED BY THE CLIENT AND THE CONTRACTOR. THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL OBTAIN THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK BY CONTACTING THE NEAREST UTILITY PROVIDER. THE CONTRACTOR AND/OR SUBCONTRACTOR AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES, WHICH MAY OCCUR DURING AND/OR AFTER THE CONSTRUCTION OF THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF ROSEVILLE AND THE STATE OF MINNESOTA. IF THE CONTRACTOR ENCOUNTERS ANY OBSTACLES WITHIN THE SITE, HE OR SHE SHALL NOTIFY THE ENGINEER WITHIN THE LOCATION, SIZE, DEPTH AND THE TYPE OF OBSTACLE. NO OBSTACLES SHALL BE DISCOVERED WITHOUT APPROVAL FROM THE PROJECT ENGINEER. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 22, 2019
Item No.: 9.g

Department Approval



City Manager Approval



Item Description: Authorize Staff to begin County Road B Right-of-Way Vacation

BACKGROUND

County Road B west of Minnesota Trunk Highway 280 is a City street that currently only provides access to one property owner to the south of the street. The street and right of way (30' in width) is currently minimally maintained by the City as the adjacent property owner plows the snow and uses part of the right of way for parking and other activities related to their business. There is no record of when the street was last constructed. The street is currently in poor condition and is not up to any City standards as it does not have any curb and gutter or other roadway drainage improvements.

Based on the use and condition of the roadway staff proposes to have the City begin the right-of-way vacation process. The City would retain utility easements for an existing watermain. The right of way was originally acquired by the Minnesota Department of Transportation (MnDOT) for trunk highway purposes. It was deeded to the City in 1981 as they no longer had a need for the right of way. The City Attorney has researched this right of way deed and it is his opinion that if the right of way is vacated, it would go back to the Minnesota Department of Transportation. Since MnDOT has indicated previously they did not want the right-of-way, staff would work with MnDOT to have the deed conveyed to the property owner to the south.

If Council authorizes staff to begin the vacation process, staff would notify adjacent property owners, including MnDOT, and set a public hearing for the right of way vacation in August or September. Since this would be a City initiated vacation, a four-fifths vote would be required at that time to complete the vacation.

FINANCIAL IMPACTS

There is no financial impact to the City of Roseville.

STAFF RECOMMENDATION

Authorize staff to begin process to vacate County Road B, west of Trunk Highway 280.

REQUESTED COUNCIL ACTION

Consider a motion to authorize staff to begin process to vacate County Road B west of Trunk Highway 280.

Prepared by: Jesse Freihammer, City Engineer/Assistant Public Works Director
Attachments: A: Easement Vacation Sketch
B: Attorney Memo



TH280 & County Road B Proposed ROW Vacation

E RICKSON,
B ELL,
B ECKMAN &
Q UINN, P.A.

1700 West Highway 36
 Suite 110
 Roseville, MN 55113
 (651) 223-4999
 (651) 223-4987 Fax
 www.ebbqlaw.com

James C. Erickson, Sr.
 Caroline Bell Beckman
 Charles R. Bartholdi
 Kari L. Quinn
 Mark F. Gaughan
 James C. Erickson, Jr.
 Erich J. S. Hartmann
 Melissa K. Loonan

 Robert C. Bell
 (1926 – 2014)

FROM: Erich Hartmann
 TO: Jesse Friehammer
 RE: County Road B Turnback
 Our File No.: 1011-00198
 DATE: June 20, 2019

I have examined the attached Quit Claim Deed from the State of Minnesota to the City of Roseville, dated December 3, 1980, recorded February 10, 1981 in the office of the Ramsey County Recorder as Document No. 2106681 (the “Deed”). The Deed reconveyed part of the old Trunk Highway 36 alignment to the City of Roseville, for highway purposes.

You stated that the City does not want to maintain the portion of right-of-way legally described in the Deed (the “ROW”). The adjacent property owner has been maintaining the ROW, and you believe it is the City’s best interest to relinquish the ROW to the adjacent owner. You asked me to help determine the proper procedure for disposing of the ROW.

The question is whether the City owns the ROW in fee or whether an easement is owned. If the City owns the ROW in fee, then a deed from the City to the adjacent property owner would be the correct document to dispose of the City’s interest in the ROW. If the City merely has an easement for the ROW, then an easement vacation would be the correct process to dispose of the ROW. For reasons explained below, **I have concluded that an easement was given to the City, and the vacation procedure in Minn. Stat. § 412.851 is the proper method to dispose of the ROW.**

The Deed says the Commissioner of Transportation has certified that the ROW is no longer needed by the State for trunk highway purposes and has recommended reconveyance of the ROW to the City. The deed further states that the ROW is conveyed to the City “for highway purposes” pursuant to Minn. Stat. § 161.16, Subd. 4 (1978).

Minn. Stat. § 161.16, Subd. 4 provides in relevant part that if the Commissioner of Transportation realigns a state trunk highway, the former alignment shall revert to the road authority originally charged with the care of the trunk highway. § 161.16, Subd. 4 (a) (1978). If the portion had its origin as a trunk highway, and it lies within the corporate limits of a city, it shall become a city street. § 161.16, Subd. 4 (b) (1978). In any case, the state may convey and

quitclaim the trunk highway to a county or city for highway purposes. § 161.16, Subd. 4 (b) (1978).

Section 161.16 is not clear whether such a deed conveys fee title or an easement. I assume the character of the property relates back to the initial use as a right-of-way because the statute and the deed say, “for highway purposes.” Thus, I believe an easement was given.¹ This is supported by a 1962 Opinion of the Attorney General that said a trunk highway released to a village under § 161.16, Subd. 4 could only be released by the village using the vacation procedure in Minn. Stat. § 412.851. *See* Op. Atty. Gen., 377D, July 17, 1962.

Thus, to release the City’s interest in the property, I recommend following the easement vacation procedure in Minn. Stat. § 412.851.

Please call me if you have any questions.

EJH

¹ However, note that in other contexts, a deed for access purposes has been held by Minnesota courts to convey fee title and not merely an easement.