

CITY OF FALCON HEIGHTS  
City Council Workshop  
City Hall  
2077 West Larpenteur Avenue

AGENDA  
September 2, 2020  
6:30 P.M.

**NOTE: THIS MEETING WILL BE HELD BY WEB CONFERENCE**

- A. CALL TO ORDER:
- B. ROLL CALL: ANDREWS \_\_\_ GUSTAFSON \_\_\_ LEEHY \_\_\_  
MIAZGA \_\_\_ WEHYEE \_\_\_  
  
STAFF PRESENT: THONGVANH \_\_\_
- C. PRESENTATIONS:
- D. POLICY ITEMS:
  - 1. Stop Sign(s) Request
  - 2. Lower Speed Limits
  - 3. Beekeeping Ordinance
  - 4. City Council Process and Procedures
  - 5. 2021 Proposed Budget and Levy
    - a. General Fund
    - b. Special Revenue
    - c. Debt Service
- E. INFORMATION/ANNOUNCEMENTS
- F. ADJOURNMENT:

\*You can view the meeting by clicking the following Zoom link:  
<https://us02web.zoom.us/j/86258938311>.

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	September 2, 2020
<b>Agenda Item</b>	Policy D1
<b>Attachment</b>	See Below
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Stop Sign(s) Request																																																																																																								
<b>Description</b>	<p>Members of the City Council received a request from a resident to consider adding stop signs at some intersections in the Northhome neighborhood. Once the request was passed to City staff, the City Engineer organized a traffic count of the relevant areas.</p> <p>A quick summary of the data:</p> <ul style="list-style-type: none"> <li>• Counts and speed were measured Wednesday July 15 to Monday July 20.</li> <li>• No noticeable differences in speed were seen between northbound traffic versus southbound traffic.</li> <li>• Traffic is down slightly (15%) on weekends, but speeds remain consistent between weekdays and weekends.</li> <li>• Overall average (mean) speed is 19.3 mph</li> <li>• Average 85% (which is typically used to set speed limits) is 24.95 mph</li> <li>• Only 2.0% of traffic was going over the speed limit. Max speed observed was 34 mph.</li> <li>• A summary by full days (partial days excluded) is below</li> </ul> <p>Pascal N of Iowa</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Total</th> <th>Mean</th> <th>Median</th> <th>85th</th> <th>90th</th> <th>95th</th> <th>% over</th> </tr> <tr> <th></th> <th>Vehicles</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>limit</th> </tr> </thead> <tbody> <tr> <td>Thursday</td> <td>312</td> <td>19.3</td> <td>19.4</td> <td>25.5</td> <td>27.3</td> <td>29</td> <td>2.2%</td> </tr> <tr> <td>Friday</td> <td>308</td> <td>19.2</td> <td>20</td> <td>24.4</td> <td>25.1</td> <td>27.8</td> <td>1.0%</td> </tr> <tr> <td>Saturday</td> <td>262</td> <td>19.3</td> <td>20</td> <td>25.2</td> <td>26.9</td> <td>28.7</td> <td>1.5%</td> </tr> <tr> <td>Sunday</td> <td>270</td> <td>19.5</td> <td>20</td> <td>25.5</td> <td>27.4</td> <td>29.2</td> <td>3.0%</td> </tr> <tr> <td></td> <td></td> <td>19.325</td> <td>19.85</td> <td>25.15</td> <td>26.675</td> <td>28.675</td> <td>1.9%</td> </tr> </tbody> </table> <p>Pascal S of Iowa</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Total</th> <th>Mean</th> <th>Median</th> <th>85th</th> <th>90th</th> <th>95th</th> <th>% over</th> </tr> <tr> <th></th> <th>Vehicles</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>limit</th> </tr> </thead> <tbody> <tr> <td>Thursday</td> <td>287</td> <td>19.8</td> <td>20.1</td> <td>24.7</td> <td>26.3</td> <td>28.5</td> <td>1.7%</td> </tr> <tr> <td>Friday</td> <td>287</td> <td>19.5</td> <td>19.7</td> <td>24.4</td> <td>25.1</td> <td>27.8</td> <td>1.0%</td> </tr> <tr> <td>Saturday</td> <td>241</td> <td>19.7</td> <td>20.2</td> <td>24.9</td> <td>26.7</td> <td>28.7</td> <td>2.1%</td> </tr> <tr> <td>Sunday</td> <td>267</td> <td>20.2</td> <td>20.5</td> <td>25</td> <td>26.8</td> <td>28.6</td> <td>1.5%</td> </tr> </tbody> </table>		Total	Mean	Median	85th	90th	95th	% over		Vehicles						limit	Thursday	312	19.3	19.4	25.5	27.3	29	2.2%	Friday	308	19.2	20	24.4	25.1	27.8	1.0%	Saturday	262	19.3	20	25.2	26.9	28.7	1.5%	Sunday	270	19.5	20	25.5	27.4	29.2	3.0%			19.325	19.85	25.15	26.675	28.675	1.9%		Total	Mean	Median	85th	90th	95th	% over		Vehicles						limit	Thursday	287	19.8	20.1	24.7	26.3	28.5	1.7%	Friday	287	19.5	19.7	24.4	25.1	27.8	1.0%	Saturday	241	19.7	20.2	24.9	26.7	28.7	2.1%	Sunday	267	20.2	20.5	25	26.8	28.6	1.5%
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<b>Budget Impact</b>	N/A																								
<b>Attachment(s)</b>	N/A																								
<b>Action(s) Requested</b>	Staff request discussion on possible addition of stop signs.																								

## Daily Northbound Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	16	5	1	0	0	0	0	0	0	0	0	0	0	0	24
15:00 - 15:59	5	4	5	0	1	0	0	0	0	0	0	0	0	0	0	15
16:00 - 16:59	0	5	8	4	0	0	0	0	0	0	0	0	0	0	0	17
17:00 - 17:59	7	10	7	1	1	1	0	0	0	0	0	0	0	0	0	27
18:00 - 18:59	1	2	3	1	0	1	0	0	0	0	0	0	0	0	0	8
19:00 - 19:59	8	6	6	2	0	0	0	0	0	0	0	0	0	0	0	22
20:00 - 20:59	4	4	2	0	0	0	0	0	0	0	0	0	0	0	0	10
21:00 - 21:59	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	3
22:00 - 22:59	2	1	1	1	0	0	0	0	0	0	0	0	0	0	0	5
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	2	5	6	3	1	0	0	0	0	0	0	0	0	0	0	17
09:00 - 09:59	3	2	2	1	0	0	0	0	0	0	0	0	0	0	0	8
10:00 - 10:59	1	2	2	0	2	0	0	0	0	0	0	0	0	0	0	7
11:00 - 11:59	1	4	2	0	0	0	0	0	0	0	0	0	0	0	0	7
12:00 - 12:59	3	8	4	1	0	0	0	0	0	0	0	0	0	0	0	16
13:00 - 13:59	2	5	3	2	0	0	0	0	0	0	0	0	0	0	0	12
<b>Totals</b>	<b>43</b>	<b>78</b>	<b>56</b>	<b>20</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>204</b>
<b>Percent of Total</b>	<b>21.1</b>	<b>38.2</b>	<b>27.5</b>	<b>9.8</b>	<b>2.5</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>20.0</b>	<b>33.3</b>	<b>26.7</b>	<b>13.3</b>	<b>6.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>21.4</b>	<b>39.6</b>	<b>27.7</b>	<b>8.8</b>	<b>1.3</b>	<b>1.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.6 MPH
Mean Speed:	18.8 MPH	Percent in Ten Mile Pace:	65.7%	15th Percentile:	12.0 MPH
Median Speed:	18.8 MPH			90th Percentile:	26.5 MPH
Modal Speed:	17.5 MPH			95th Percentile:	29.1 MPH

## Daily Northbound Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	1	8	2	2	1	0	0	0	0	0	0	0	0	0	0	14
15:00 - 15:59	2	4	5	2	1	0	0	0	0	0	0	0	0	0	0	14
16:00 - 16:59	6	6	4	1	0	0	0	0	0	0	0	0	0	0	0	17
17:00 - 17:59	3	2	6	3	0	0	0	0	0	0	0	0	0	0	0	14
18:00 - 18:59	1	1	2	3	0	0	0	0	0	0	0	0	0	0	0	7
19:00 - 19:59	3	2	1	1	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	3	5	2	1	0	0	0	0	0	0	0	0	0	0	0	11
21:00 - 21:59	3	2	0	1	1	0	0	0	0	0	0	0	0	0	0	7
22:00 - 22:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	3
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	4
07:00 - 07:59	1	4	3	1	0	0	0	0	0	0	0	0	0	0	0	9
08:00 - 08:59	2	3	3	1	0	0	0	0	0	0	0	0	0	0	0	9
09:00 - 09:59	2	4	2	1	1	0	0	0	0	0	0	0	0	0	0	10
10:00 - 10:59	1	4	6	2	1	0	0	0	0	0	0	0	0	0	0	14
11:00 - 11:59	1	4	8	5	0	0	0	0	0	0	0	0	0	0	0	18
12:00 - 12:59	2	7	6	0	0	0	0	0	0	0	0	0	0	0	0	15
13:00 - 13:59	2	2	1	0	0	0	0	0	0	0	0	0	0	0	0	5
<b>Totals</b>	<b>33</b>	<b>64</b>	<b>52</b>	<b>26</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180</b>
<b>Percent of Total</b>	<b>18.3</b>	<b>35.6</b>	<b>28.9</b>	<b>14.4</b>	<b>2.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>10.3</b>	<b>36.8</b>	<b>32.4</b>	<b>17.6</b>	<b>2.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>23.2</b>	<b>34.8</b>	<b>26.8</b>	<b>12.5</b>	<b>2.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.1 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.7 MPH
Mean Speed:	19.4 MPH	Percent in Ten Mile Pace:	64.4%	15th Percentile:	13.0 MPH
Median Speed:	19.4 MPH			90th Percentile:	27.4 MPH
Modal Speed:	17.5 MPH			95th Percentile:	29.1 MPH

## Daily Northbound Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

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14:00 - 14:59	3	5	7	0	0	0	0	0	0	0	0	0	0	0	0	15
15:00 - 15:59	1	7	4	2	0	0	0	0	0	0	0	0	0	0	0	14
16:00 - 16:59	2	4	6	2	0	0	0	0	0	0	0	0	0	0	0	14
17:00 - 17:59	5	8	8	0	0	0	0	0	0	0	0	0	0	0	0	21
18:00 - 18:59	2	5	7	1	0	0	0	0	0	0	0	0	0	0	0	15
19:00 - 19:59	2	0	5	0	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	1	4	2	0	0	0	0	0	0	0	0	0	0	0	0	7
21:00 - 21:59	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	3
22:00 - 22:59	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	3
23:00 - 23:59	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	2
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	5
08:00 - 08:59	1	3	1	1	0	0	0	0	0	0	0	0	0	0	0	6
09:00 - 09:59	2	3	5	2	0	0	0	0	0	0	0	0	0	0	0	12
10:00 - 10:59	6	3	5	0	0	0	0	0	0	0	0	0	0	0	0	14
11:00 - 11:59	1	2	4	2	1	0	0	0	0	0	0	0	0	0	0	10
12:00 - 12:59	3	1	7	2	0	0	0	0	0	0	0	0	0	0	0	13
13:00 - 13:59	5	6	4	2	0	0	0	0	0	0	0	0	0	0	0	17
<b>Totals</b>	<b>38</b>	<b>54</b>	<b>73</b>	<b>16</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>182</b>
<b>Percent of Total</b>	<b>20.9</b>	<b>29.7</b>	<b>40.1</b>	<b>8.8</b>	<b>0.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>21.6</b>	<b>27.5</b>	<b>39.2</b>	<b>9.8</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>20.6</b>	<b>30.5</b>	<b>40.5</b>	<b>8.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.8 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.3 MPH
Mean Speed:	18.9 MPH	Percent in Ten Mile Pace:	69.8%	15th Percentile:	12.1 MPH
Median Speed:	19.9 MPH			90th Percentile:	24.9 MPH
Modal Speed:	22.5 MPH			95th Percentile:	27.3 MPH

## Daily Northbound Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	6	4	3	0	0	0	0	0	0	0	0	0	0	0	0	13
15:00 - 15:59	2	2	5	0	0	0	0	0	0	0	0	0	0	0	0	9
16:00 - 16:59	1	2	3	0	1	0	0	0	0	0	0	0	0	0	0	7
17:00 - 17:59	3	3	5	1	0	0	0	0	0	0	0	0	0	0	0	12
18:00 - 18:59	2	4	7	1	0	0	0	0	0	0	0	0	0	0	0	14
19:00 - 19:59	1	2	2	1	0	0	0	0	0	0	0	0	0	0	0	6
20:00 - 20:59	0	2	1	2	0	0	0	0	0	0	0	0	0	0	0	5
21:00 - 21:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
22:00 - 22:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	2
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	1	1	2	1	0	0	0	0	0	0	0	0	0	0	0	5
09:00 - 09:59	0	6	1	2	0	0	0	0	0	0	0	0	0	0	0	9
10:00 - 10:59	2	1	7	1	0	0	0	0	0	0	0	0	0	0	0	11
11:00 - 11:59	3	4	10	0	0	0	0	0	0	0	0	0	0	0	0	17
12:00 - 12:59	2	6	7	2	0	0	0	0	0	0	0	0	0	0	0	17
13:00 - 13:59	1	2	5	1	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>25</b>	<b>43</b>	<b>60</b>	<b>13</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>143</b>
<b>Percent of Total</b>	<b>17.5</b>	<b>30.1</b>	<b>42.0</b>	<b>9.1</b>	<b>1.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>15.2</b>	<b>26.1</b>	<b>47.8</b>	<b>10.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>18.6</b>	<b>32.0</b>	<b>39.2</b>	<b>8.2</b>	<b>2.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.7 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.4 MPH
Mean Speed:	19.4 MPH	Percent in Ten Mile Pace:	72.0%	15th Percentile:	13.4 MPH
Median Speed:	20.3 MPH			90th Percentile:	25.1 MPH
Modal Speed:	22.5 MPH			95th Percentile:	27.8 MPH



## Daily Northbound Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	1	2	6	1	1	0	0	0	0	0	0	0	0	0	0	11
15:00 - 15:59	2	3	6	0	0	0	0	0	0	0	0	0	0	0	0	11
16:00 - 16:59	2	7	3	1	0	0	0	0	0	0	0	0	0	0	0	13
17:00 - 17:59	1	3	5	2	0	0	0	0	0	0	0	0	0	0	0	11
18:00 - 18:59	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	4
19:00 - 19:59	1	3	4	0	0	0	0	0	0	0	0	0	0	0	0	8
20:00 - 20:59	2	3	1	2	0	0	0	0	0	0	0	0	0	0	0	8
21:00 - 21:59	0	3	2	3	0	0	0	0	0	0	0	0	0	0	0	8
22:00 - 22:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	4
07:00 - 07:59	1	0	3	1	0	0	0	0	0	0	0	0	0	0	0	5
08:00 - 08:59	1	3	1	1	1	0	0	0	0	0	0	0	0	0	0	7
09:00 - 09:59	0	1	8	0	0	0	0	0	0	0	0	0	0	0	0	9
10:00 - 10:59	4	2	5	1	0	0	0	0	0	0	0	0	0	0	0	12
11:00 - 11:59	2	1	2	1	0	0	0	0	0	0	0	0	0	0	0	6
12:00 - 12:59	2	4	2	1	3	0	0	0	0	0	0	0	0	0	0	12
13:00 - 13:59	3	2	2	2	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>26</b>	<b>40</b>	<b>52</b>	<b>17</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140</b>
<b>Percent of Total</b>	<b>18.6</b>	<b>28.6</b>	<b>37.1</b>	<b>12.1</b>	<b>3.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>20.9</b>	<b>18.6</b>	<b>48.8</b>	<b>9.3</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>17.5</b>	<b>33.0</b>	<b>32.0</b>	<b>13.4</b>	<b>4.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.2 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.1 MPH
Mean Speed:	19.7 MPH	Percent in Ten Mile Pace:	65.7%	15th Percentile:	12.9 MPH
Median Speed:	20.3 MPH			90th Percentile:	27.2 MPH
Modal Speed:	22.5 MPH			95th Percentile:	29.3 MPH

## Daily Southbound Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	4	4	1	0	0	0	0	0	0	0	0	0	0	0	12
15:00 - 15:59	2	6	6	2	0	0	0	0	0	0	0	0	0	0	0	16
16:00 - 16:59	0	4	8	1	0	0	0	0	0	0	0	0	0	0	0	13
17:00 - 17:59	0	4	5	0	0	0	0	0	0	0	0	0	0	0	0	9
18:00 - 18:59	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	4
19:00 - 19:59	2	3	4	0	0	0	0	0	0	0	0	0	0	0	0	9
20:00 - 20:59	0	5	0	1	0	0	0	0	0	0	0	0	0	0	0	6
21:00 - 21:59	0	4	0	1	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
23:00 - 23:59	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	3
09:00 - 09:59	0	3	3	0	0	0	0	0	0	0	0	0	0	0	0	6
10:00 - 10:59	1	2	4	3	0	0	0	0	0	0	0	0	0	0	0	10
11:00 - 11:59	2	1	2	2	0	0	0	0	0	0	0	0	0	0	0	7
12:00 - 12:59	2	4	2	1	0	0	0	0	0	0	0	0	0	0	0	9
13:00 - 13:59	3	3	4	3	0	0	0	0	0	0	0	0	0	0	0	13
<b>Totals</b>	<b>18</b>	<b>49</b>	<b>46</b>	<b>17</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>133</b>
<b>Percent of Total</b>	<b>13.5</b>	<b>36.8</b>	<b>34.6</b>	<b>12.8</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>15.2</b>	<b>30.3</b>	<b>30.3</b>	<b>21.2</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>13.0</b>	<b>39.0</b>	<b>36.0</b>	<b>10.0</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.6 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.9 MPH
Mean Speed:	19.8 MPH	Percent in Ten Mile Pace:	71.4%	15th Percentile:	15.1 MPH
Median Speed:	19.9 MPH			90th Percentile:	26.8 MPH
Modal Speed:	17.5 MPH			95th Percentile:	28.8 MPH

## Daily Southbound Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	0	2	2	0	0	0	0	0	0	0	0	0	0	0	7
15:00 - 15:59	1	4	4	2	0	0	0	0	0	0	0	0	0	0	0	11
16:00 - 16:59	2	5	4	0	0	0	0	0	0	0	0	0	0	0	0	11
17:00 - 17:59	4	7	6	1	1	0	0	0	0	0	0	0	0	0	0	19
18:00 - 18:59	3	1	3	2	1	0	0	0	0	0	0	0	0	0	0	10
19:00 - 19:59	1	1	2	1	0	0	0	0	0	0	0	0	0	0	0	5
20:00 - 20:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
21:00 - 21:59	1	0	3	1	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	0	1	2	3	0	0	0	0	0	0	0	0	0	0	0	6
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	5
09:00 - 09:59	0	1	3	1	0	0	0	0	0	0	0	0	0	0	0	5
10:00 - 10:59	2	6	3	1	0	0	0	0	0	0	0	0	0	0	0	12
11:00 - 11:59	4	2	2	0	0	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	1	4	3	2	0	0	0	0	0	0	0	0	0	0	0	10
13:00 - 13:59	2	4	0	2	0	0	0	0	0	0	0	0	0	0	0	8
<b>Totals</b>	<b>30</b>	<b>40</b>	<b>41</b>	<b>19</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>132</b>
<b>Percent of Total</b>	<b>22.7</b>	<b>30.3</b>	<b>31.1</b>	<b>14.4</b>	<b>1.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>29.7</b>	<b>32.4</b>	<b>29.7</b>	<b>8.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>20.0</b>	<b>29.5</b>	<b>31.6</b>	<b>16.8</b>	<b>2.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.2 MPH
Mean Speed:	19.0 MPH	Percent in Ten Mile Pace:	61.4%	15th Percentile:	11.4 MPH
Median Speed:	19.4 MPH			90th Percentile:	26.9 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.7 MPH

## Daily Southbound Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	0	1	6	1	0	0	0	0	0	0	0	0	0	0	0	8
15:00 - 15:59	1	3	3	1	1	0	0	0	0	0	0	0	0	0	0	9
16:00 - 16:59	3	5	1	1	0	0	0	0	0	0	0	0	0	0	0	10
17:00 - 17:59	1	4	5	2	0	0	0	0	0	0	0	0	0	0	0	12
18:00 - 18:59	1	3	9	2	0	0	0	0	0	0	0	0	0	0	0	15
19:00 - 19:59	2	2	2	1	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	2	5	2	1	0	0	0	0	0	0	0	0	0	0	0	10
21:00 - 21:59	0	2	4	0	0	0	0	0	0	0	0	0	0	0	0	6
22:00 - 22:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
07:00 - 07:59	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	4
08:00 - 08:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
09:00 - 09:59	3	2	1	1	0	0	0	0	0	0	0	0	0	0	0	7
10:00 - 10:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
11:00 - 11:59	2	0	5	0	1	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	0	3	6	2	0	0	0	0	0	0	0	0	0	0	0	11
13:00 - 13:59	2	6	0	1	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>20</b>	<b>41</b>	<b>50</b>	<b>13</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>126</b>
<b>Percent of Total</b>	<b>15.9</b>	<b>32.5</b>	<b>39.7</b>	<b>10.3</b>	<b>1.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>25.9</b>	<b>25.9</b>	<b>40.7</b>	<b>3.7</b>	<b>3.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>13.1</b>	<b>34.3</b>	<b>39.4</b>	<b>12.1</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.6 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.6 MPH
Mean Speed:	19.6 MPH	Percent in Ten Mile Pace:	72.2%	15th Percentile:	14.2 MPH
Median Speed:	20.1 MPH			90th Percentile:	25.7 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.2 MPH

## Daily Southbound Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	4	2	3	1	0	0	0	0	0	0	0	0	0	0	0	10
15:00 - 15:59	2	3	2	3	1	0	0	0	0	0	0	0	0	0	0	11
16:00 - 16:59	3	7	1	0	0	0	0	0	0	0	0	0	0	0	0	11
17:00 - 17:59	6	2	3	3	0	0	0	0	0	0	0	0	0	0	0	14
18:00 - 18:59	2	1	4	2	0	0	0	0	0	0	0	0	0	0	0	9
19:00 - 19:59	0	0	3	2	0	0	0	0	0	0	0	0	0	0	0	5
20:00 - 20:59	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	3
21:00 - 21:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
22:00 - 22:59	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
08:00 - 08:59	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	3
09:00 - 09:59	2	2	4	1	0	0	0	0	0	0	0	0	0	0	0	9
10:00 - 10:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
11:00 - 11:59	1	1	3	3	0	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	3	3	3	3	0	0	0	0	0	0	0	0	0	0	0	12
13:00 - 13:59	2	4	2	2	0	0	0	0	0	0	0	0	0	0	0	10
<b>Totals</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>24</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119</b>
<b>Percent of Total</b>	<b>26.1</b>	<b>26.1</b>	<b>26.1</b>	<b>20.2</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>23.3</b>	<b>23.3</b>	<b>30.0</b>	<b>23.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>27.0</b>	<b>27.0</b>	<b>24.7</b>	<b>19.1</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.8 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	26.6 MPH
Mean Speed:	19.1 MPH	Percent in Ten Mile Pace:	52.1%	15th Percentile:	10.6 MPH
Median Speed:	19.5 MPH			90th Percentile:	27.8 MPH
Modal Speed:	10.0 MPH			95th Percentile:	29.1 MPH

## Daily Southbound Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	3	8	1	0	0	0	0	0	0	0	0	0	0	0	15
15:00 - 15:59	3	6	4	2	0	0	0	0	0	0	0	0	0	0	0	15
16:00 - 16:59	2	8	1	2	0	0	0	0	0	0	0	0	0	0	0	13
17:00 - 17:59	2	5	2	1	0	0	0	0	0	0	0	0	0	0	0	10
18:00 - 18:59	3	1	2	1	0	0	0	0	0	0	0	0	0	0	0	7
19:00 - 19:59	2	1	3	1	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	2	2	0	1	2	0	0	0	0	0	0	0	0	0	0	7
21:00 - 21:59	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	4
22:00 - 22:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	3
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	4
08:00 - 08:59	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3
09:00 - 09:59	1	0	3	1	1	0	0	0	0	0	0	0	0	0	0	6
10:00 - 10:59	1	0	1	2	0	0	0	0	0	0	0	0	0	0	0	4
11:00 - 11:59	2	2	3	1	0	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	3	3	2	2	0	0	0	0	0	0	0	0	0	0	0	10
13:00 - 13:59	1	2	4	2	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>27</b>	<b>41</b>	<b>39</b>	<b>20</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>130</b>
<b>Percent of Total</b>	<b>20.8</b>	<b>31.5</b>	<b>30.0</b>	<b>15.4</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>21.4</b>	<b>21.4</b>	<b>35.7</b>	<b>17.9</b>	<b>3.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>20.6</b>	<b>34.3</b>	<b>28.4</b>	<b>14.7</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.8 MPH
Mean Speed:	19.3 MPH	Percent in Ten Mile Pace:	61.5%	15th Percentile:	12.0 MPH
Median Speed:	19.6 MPH			90th Percentile:	27.4 MPH
Modal Speed:	17.5 MPH			95th Percentile:	29.0 MPH

## Daily Total Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	5	20	9	2	0	0	0	0	0	0	0	0	0	0	0	36
15:00 - 15:59	7	10	11	2	1	0	0	0	0	0	0	0	0	0	0	31
16:00 - 16:59	0	9	16	5	0	0	0	0	0	0	0	0	0	0	0	30
17:00 - 17:59	7	14	12	1	1	1	0	0	0	0	0	0	0	0	0	36
18:00 - 18:59	1	3	5	1	1	1	0	0	0	0	0	0	0	0	0	12
19:00 - 19:59	10	9	10	2	0	0	0	0	0	0	0	0	0	0	0	31
20:00 - 20:59	4	9	2	1	0	0	0	0	0	0	0	0	0	0	0	16
21:00 - 21:59	0	6	0	2	0	0	0	0	0	0	0	0	0	0	0	8
22:00 - 22:59	3	2	2	1	0	0	0	0	0	0	0	0	0	0	0	8
23:00 - 23:59	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	4
07:00 - 07:59	1	2	0	2	1	0	0	0	0	0	0	0	0	0	0	6
08:00 - 08:59	2	7	6	4	1	0	0	0	0	0	0	0	0	0	0	20
09:00 - 09:59	3	5	5	1	0	0	0	0	0	0	0	0	0	0	0	14
10:00 - 10:59	2	4	6	3	2	0	0	0	0	0	0	0	0	0	0	17
11:00 - 11:59	3	5	4	2	0	0	0	0	0	0	0	0	0	0	0	14
12:00 - 12:59	5	12	6	2	0	0	0	0	0	0	0	0	0	0	0	25
13:00 - 13:59	5	8	7	5	0	0	0	0	0	0	0	0	0	0	0	25
<b>Totals</b>	<b>61</b>	<b>127</b>	<b>102</b>	<b>37</b>	<b>8</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>337</b>
<b>Percent of Total</b>	<b>18.1</b>	<b>37.7</b>	<b>30.3</b>	<b>11.0</b>	<b>2.4</b>	<b>0.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>17.9</b>	<b>32.1</b>	<b>28.2</b>	<b>16.7</b>	<b>5.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>18.1</b>	<b>39.4</b>	<b>30.9</b>	<b>9.3</b>	<b>1.5</b>	<b>0.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.1 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.8 MPH
Mean Speed:	19.2 MPH	Percent in Ten Mile Pace:	68.0%	15th Percentile:	13.2 MPH
Median Speed:	19.2 MPH			90th Percentile:	26.7 MPH
Modal Speed:	17.5 MPH			95th Percentile:	29.0 MPH

## Daily Total Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	4	8	4	4	1	0	0	0	0	0	0	0	0	0	0	21
15:00 - 15:59	3	8	9	4	1	0	0	0	0	0	0	0	0	0	0	25
16:00 - 16:59	8	11	8	1	0	0	0	0	0	0	0	0	0	0	0	28
17:00 - 17:59	7	9	12	4	1	0	0	0	0	0	0	0	0	0	0	33
18:00 - 18:59	4	2	5	5	1	0	0	0	0	0	0	0	0	0	0	17
19:00 - 19:59	4	3	3	2	0	0	0	0	0	0	0	0	0	0	0	12
20:00 - 20:59	4	6	3	1	0	0	0	0	0	0	0	0	0	0	0	14
21:00 - 21:59	4	2	3	2	1	0	0	0	0	0	0	0	0	0	0	12
22:00 - 22:59	0	1	3	3	0	0	0	0	0	0	0	0	0	0	0	7
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	3
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	3	1	2	0	0	0	0	0	0	0	0	0	0	0	6
07:00 - 07:59	3	5	3	1	0	0	0	0	0	0	0	0	0	0	0	12
08:00 - 08:59	5	3	5	1	0	0	0	0	0	0	0	0	0	0	0	14
09:00 - 09:59	2	5	5	2	1	0	0	0	0	0	0	0	0	0	0	15
10:00 - 10:59	3	10	9	3	1	0	0	0	0	0	0	0	0	0	0	26
11:00 - 11:59	5	6	10	5	0	0	0	0	0	0	0	0	0	0	0	26
12:00 - 12:59	3	11	9	2	0	0	0	0	0	0	0	0	0	0	0	25
13:00 - 13:59	4	6	1	2	0	0	0	0	0	0	0	0	0	0	0	13
<b>Totals</b>	<b>63</b>	<b>104</b>	<b>93</b>	<b>45</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>312</b>
<b>Percent of Total</b>	<b>20.2</b>	<b>33.3</b>	<b>29.8</b>	<b>14.4</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>17.1</b>	<b>35.2</b>	<b>31.4</b>	<b>14.3</b>	<b>1.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>21.7</b>	<b>32.4</b>	<b>29.0</b>	<b>14.5</b>	<b>2.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.2 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.5 MPH
Mean Speed:	19.3 MPH	Percent in Ten Mile Pace:	63.1%	15th Percentile:	12.3 MPH
Median Speed:	19.4 MPH			90th Percentile:	27.3 MPH
Modal Speed:	17.5 MPH			95th Percentile:	29.0 MPH



## Daily Total Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	6	13	1	0	0	0	0	0	0	0	0	0	0	0	23
15:00 - 15:59	2	10	7	3	1	0	0	0	0	0	0	0	0	0	0	23
16:00 - 16:59	5	9	7	3	0	0	0	0	0	0	0	0	0	0	0	24
17:00 - 17:59	6	12	13	2	0	0	0	0	0	0	0	0	0	0	0	33
18:00 - 18:59	3	8	16	3	0	0	0	0	0	0	0	0	0	0	0	30
19:00 - 19:59	4	2	7	1	0	0	0	0	0	0	0	0	0	0	0	14
20:00 - 20:59	3	9	4	1	0	0	0	0	0	0	0	0	0	0	0	17
21:00 - 21:59	2	2	4	1	0	0	0	0	0	0	0	0	0	0	0	9
22:00 - 22:59	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	4
23:00 - 23:59	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	3
00:00 - 00:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	5	3	0	0	0	0	0	0	0	0	0	0	0	0	9
08:00 - 08:59	2	4	2	1	0	0	0	0	0	0	0	0	0	0	0	9
09:00 - 09:59	5	5	6	3	0	0	0	0	0	0	0	0	0	0	0	19
10:00 - 10:59	6	4	6	0	0	0	0	0	0	0	0	0	0	0	0	16
11:00 - 11:59	3	2	9	2	2	0	0	0	0	0	0	0	0	0	0	18
12:00 - 12:59	3	4	13	4	0	0	0	0	0	0	0	0	0	0	0	24
13:00 - 13:59	7	12	4	3	0	0	0	0	0	0	0	0	0	0	0	26
<b>Totals</b>	<b>58</b>	<b>95</b>	<b>123</b>	<b>29</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>308</b>
<b>Percent of Total</b>	<b>18.8</b>	<b>30.8</b>	<b>39.9</b>	<b>9.4</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>23.1</b>	<b>26.9</b>	<b>39.7</b>	<b>7.7</b>	<b>2.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>17.4</b>	<b>32.2</b>	<b>40.0</b>	<b>10.0</b>	<b>0.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.7 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.4 MPH
Mean Speed:	19.2 MPH	Percent in Ten Mile Pace:	70.8%	15th Percentile:	12.9 MPH
Median Speed:	20.0 MPH			90th Percentile:	25.1 MPH
Modal Speed:	22.5 MPH			95th Percentile:	27.8 MPH

## Daily Total Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	10	6	6	1	0	0	0	0	0	0	0	0	0	0	0	23
15:00 - 15:59	4	5	7	3	1	0	0	0	0	0	0	0	0	0	0	20
16:00 - 16:59	4	9	4	0	1	0	0	0	0	0	0	0	0	0	0	18
17:00 - 17:59	9	5	8	4	0	0	0	0	0	0	0	0	0	0	0	26
18:00 - 18:59	4	5	11	3	0	0	0	0	0	0	0	0	0	0	0	23
19:00 - 19:59	1	2	5	3	0	0	0	0	0	0	0	0	0	0	0	11
20:00 - 20:59	1	2	2	2	1	0	0	0	0	0	0	0	0	0	0	8
21:00 - 21:59	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	4
22:00 - 22:59	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	3
23:00 - 23:59	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	2
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	3
07:00 - 07:59	2	0	2	1	0	0	0	0	0	0	0	0	0	0	0	5
08:00 - 08:59	2	3	2	1	0	0	0	0	0	0	0	0	0	0	0	8
09:00 - 09:59	2	8	5	3	0	0	0	0	0	0	0	0	0	0	0	18
10:00 - 10:59	3	2	8	1	0	0	0	0	0	0	0	0	0	0	0	14
11:00 - 11:59	4	5	13	3	0	0	0	0	0	0	0	0	0	0	0	25
12:00 - 12:59	5	9	10	5	0	0	0	0	0	0	0	0	0	0	0	29
13:00 - 13:59	3	6	7	3	0	0	0	0	0	0	0	0	0	0	0	19
<b>Totals</b>	<b>56</b>	<b>74</b>	<b>91</b>	<b>37</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>262</b>
<b>Percent of Total</b>	<b>21.4</b>	<b>28.2</b>	<b>34.7</b>	<b>14.1</b>	<b>1.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>18.4</b>	<b>25.0</b>	<b>40.8</b>	<b>15.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>22.6</b>	<b>29.6</b>	<b>32.3</b>	<b>13.4</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.2 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.2 MPH
Mean Speed:	19.3 MPH	Percent in Ten Mile Pace:	63.0%	15th Percentile:	11.9 MPH
Median Speed:	20.0 MPH			90th Percentile:	26.9 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.7 MPH

## Daily Total Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 1, 9-28-16

Location: PASCAL 75 FEET NORTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	4	5	14	2	1	0	0	0	0	0	0	0	0	0	0	26
15:00 - 15:59	5	9	10	2	0	0	0	0	0	0	0	0	0	0	0	26
16:00 - 16:59	4	15	4	3	0	0	0	0	0	0	0	0	0	0	0	26
17:00 - 17:59	3	8	7	3	0	0	0	0	0	0	0	0	0	0	0	21
18:00 - 18:59	5	3	2	1	0	0	0	0	0	0	0	0	0	0	0	11
19:00 - 19:59	3	4	7	1	0	0	0	0	0	0	0	0	0	0	0	15
20:00 - 20:59	4	5	1	3	2	0	0	0	0	0	0	0	0	0	0	15
21:00 - 21:59	0	6	3	3	0	0	0	0	0	0	0	0	0	0	0	12
22:00 - 22:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
23:00 - 23:59	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0	4
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	1	1	3	0	0	0	0	0	0	0	0	0	0	0	0	5
07:00 - 07:59	1	2	4	2	0	0	0	0	0	0	0	0	0	0	0	9
08:00 - 08:59	3	3	2	1	1	0	0	0	0	0	0	0	0	0	0	10
09:00 - 09:59	1	1	11	1	1	0	0	0	0	0	0	0	0	0	0	15
10:00 - 10:59	5	2	6	3	0	0	0	0	0	0	0	0	0	0	0	16
11:00 - 11:59	4	3	5	2	0	0	0	0	0	0	0	0	0	0	0	14
12:00 - 12:59	5	7	4	3	3	0	0	0	0	0	0	0	0	0	0	22
13:00 - 13:59	4	4	6	4	0	0	0	0	0	0	0	0	0	0	0	18
<b>Totals</b>	<b>53</b>	<b>81</b>	<b>91</b>	<b>37</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270</b>
<b>Percent of Total</b>	<b>19.6</b>	<b>30.0</b>	<b>33.7</b>	<b>13.7</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>21.1</b>	<b>19.7</b>	<b>43.7</b>	<b>12.7</b>	<b>2.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>19.1</b>	<b>33.7</b>	<b>30.2</b>	<b>14.1</b>	<b>3.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.2 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.5 MPH
Mean Speed:	19.5 MPH	Percent in Ten Mile Pace:	63.7%	15th Percentile:	12.5 MPH
Median Speed:	20.0 MPH			90th Percentile:	27.4 MPH
Modal Speed:	22.5 MPH			95th Percentile:	29.2 MPH

## Daily Southbound Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	3	5	1	0	0	0	0	0	0	0	0	0	0	0	12
15:00 - 15:59	4	4	5	0	0	1	0	0	0	0	0	0	0	0	0	14
16:00 - 16:59	1	5	7	3	0	0	0	0	0	0	0	0	0	0	0	16
17:00 - 17:59	6	10	6	2	0	0	0	0	0	0	0	0	0	0	0	24
18:00 - 18:59	2	1	3	2	1	0	0	0	0	0	0	0	0	0	0	9
19:00 - 19:59	5	5	8	1	0	0	0	0	0	0	0	0	0	0	0	19
20:00 - 20:59	4	1	4	0	0	0	0	0	0	0	0	0	0	0	0	9
21:00 - 21:59	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	3
22:00 - 22:59	2	0	1	1	0	0	0	0	0	0	0	0	0	0	0	4
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	3	3	6	4	0	0	0	0	0	0	0	0	0	0	0	16
09:00 - 09:59	2	1	2	1	0	0	0	0	0	0	0	0	0	0	0	6
10:00 - 10:59	1	4	1	0	2	0	0	0	0	0	0	0	0	0	0	8
11:00 - 11:59	2	5	2	0	0	0	0	0	0	0	0	0	0	0	0	9
12:00 - 12:59	3	5	4	1	0	0	0	0	0	0	0	0	0	0	0	13
13:00 - 13:59	1	4	4	2	0	0	0	0	0	0	0	0	0	0	0	11
<b>Totals</b>	<b>40</b>	<b>54</b>	<b>59</b>	<b>20</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>177</b>
<b>Percent of Total</b>	<b>22.6</b>	<b>30.5</b>	<b>33.3</b>	<b>11.3</b>	<b>1.7</b>	<b>0.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>20.9</b>	<b>32.6</b>	<b>25.6</b>	<b>16.3</b>	<b>4.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>23.1</b>	<b>29.9</b>	<b>35.8</b>	<b>9.7</b>	<b>0.7</b>	<b>0.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.7 MPH
Mean Speed:	19.0 MPH	Percent in Ten Mile Pace:	63.8%	15th Percentile:	11.5 MPH
Median Speed:	19.4 MPH			90th Percentile:	26.5 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.7 MPH

## Daily Southbound Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	5	4	3	2	0	0	0	0	0	0	0	0	0	0	0	14
15:00 - 15:59	3	5	6	1	0	0	0	0	0	0	0	0	0	0	0	15
16:00 - 16:59	3	9	3	1	0	0	0	0	0	0	0	0	0	0	0	16
17:00 - 17:59	0	7	7	0	0	0	0	0	0	0	0	0	0	0	0	14
18:00 - 18:59	1	2	1	3	0	0	0	0	0	0	0	0	0	0	0	7
19:00 - 19:59	2	1	2	0	0	0	0	0	0	0	0	0	0	0	0	5
20:00 - 20:59	1	4	4	1	0	0	0	0	0	0	0	0	0	0	0	10
21:00 - 21:59	1	2	0	2	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	4
07:00 - 07:59	2	2	3	1	0	0	0	0	0	0	0	0	0	0	0	8
08:00 - 08:59	1	4	4	0	0	0	0	0	0	0	0	0	0	0	0	9
09:00 - 09:59	1	2	4	0	1	0	0	0	0	0	0	0	0	0	0	8
10:00 - 10:59	0	4	7	1	1	0	0	0	0	0	0	0	0	0	0	13
11:00 - 11:59	0	4	6	4	0	0	0	0	0	0	0	0	0	0	0	14
12:00 - 12:59	2	6	7	1	0	0	0	0	0	0	0	0	0	0	0	16
13:00 - 13:59	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	6
<b>Totals</b>	<b>26</b>	<b>62</b>	<b>61</b>	<b>18</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>169</b>
<b>Percent of Total</b>	<b>15.4</b>	<b>36.7</b>	<b>36.1</b>	<b>10.7</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>10.0</b>	<b>31.7</b>	<b>43.3</b>	<b>11.7</b>	<b>3.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>18.3</b>	<b>39.4</b>	<b>32.1</b>	<b>10.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.5 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.5 MPH
Mean Speed:	19.4 MPH	Percent in Ten Mile Pace:	72.8%	15th Percentile:	14.6 MPH
Median Speed:	19.7 MPH			90th Percentile:	25.7 MPH
Modal Speed:	17.5 MPH			95th Percentile:	28.1 MPH

## Daily Southbound Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	7	5	0	0	0	0	0	0	0	0	0	0	0	0	14
15:00 - 15:59	3	5	6	0	0	0	0	0	0	0	0	0	0	0	0	14
16:00 - 16:59	4	6	3	1	1	0	0	0	0	0	0	0	0	0	0	15
17:00 - 17:59	2	8	7	0	0	0	0	0	0	0	0	0	0	0	0	17
18:00 - 18:59	3	8	4	1	0	0	0	0	0	0	0	0	0	0	0	16
19:00 - 19:59	0	4	3	0	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	3	3	2	0	0	0	0	0	0	0	0	0	0	0	0	8
21:00 - 21:59	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3
22:00 - 22:59	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	2
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	0	4	1	2	0	0	0	0	0	0	0	0	0	0	0	7
09:00 - 09:59	5	3	5	2	0	0	0	0	0	0	0	0	0	0	0	15
10:00 - 10:59	5	4	4	0	0	0	0	0	0	0	0	0	0	0	0	13
11:00 - 11:59	0	4	3	1	1	0	0	0	0	0	0	0	0	0	0	9
12:00 - 12:59	0	4	6	2	0	0	0	0	0	0	0	0	0	0	0	12
13:00 - 13:59	1	4	4	1	0	0	0	0	0	0	0	0	0	0	0	10
<b>Totals</b>	<b>32</b>	<b>65</b>	<b>60</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>170</b>
<b>Percent of Total</b>	<b>18.8</b>	<b>38.2</b>	<b>35.3</b>	<b>6.5</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>24.0</b>	<b>32.0</b>	<b>32.0</b>	<b>10.0</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>16.7</b>	<b>40.8</b>	<b>36.7</b>	<b>5.0</b>	<b>0.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.5 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	23.9 MPH
Mean Speed:	18.7 MPH	Percent in Ten Mile Pace:	73.5%	15th Percentile:	12.8 MPH
Median Speed:	19.0 MPH			90th Percentile:	24.6 MPH
Modal Speed:	17.5 MPH			95th Percentile:	26.8 MPH

## Daily Southbound Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	7	3	2	0	0	0	0	0	0	0	0	0	0	0	0	12
15:00 - 15:59	1	4	1	0	0	0	0	0	0	0	0	0	0	0	0	6
16:00 - 16:59	0	1	4	1	0	0	0	0	0	0	0	0	0	0	0	6
17:00 - 17:59	2	1	5	1	0	0	0	0	0	0	0	0	0	0	0	9
18:00 - 18:59	2	8	5	0	0	0	0	0	0	0	0	0	0	0	0	15
19:00 - 19:59	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
20:00 - 20:59	1	1	1	2	0	0	0	0	0	0	0	0	0	0	0	5
21:00 - 21:59	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
22:00 - 22:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
08:00 - 08:59	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	4
09:00 - 09:59	1	1	2	2	0	0	0	0	0	0	0	0	0	0	0	6
10:00 - 10:59	1	3	6	1	0	0	0	0	0	0	0	0	0	0	0	11
11:00 - 11:59	1	6	7	1	0	0	0	0	0	0	0	0	0	0	0	15
12:00 - 12:59	6	2	7	2	0	0	0	0	0	0	0	0	0	0	0	17
13:00 - 13:59	1	4	3	1	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>24</b>	<b>40</b>	<b>49</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>126</b>
<b>Percent of Total</b>	<b>19.0</b>	<b>31.7</b>	<b>38.9</b>	<b>9.5</b>	<b>0.8</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>7.5</b>	<b>35.0</b>	<b>45.0</b>	<b>12.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>24.4</b>	<b>30.2</b>	<b>36.0</b>	<b>8.1</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.7 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.3 MPH
Mean Speed:	19.1 MPH	Percent in Ten Mile Pace:	70.6%	15th Percentile:	12.7 MPH
Median Speed:	19.8 MPH			90th Percentile:	25.0 MPH
Modal Speed:	22.5 MPH			95th Percentile:	27.6 MPH

## Daily Southbound Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	0	3	4	2	0	0	0	0	0	0	0	0	0	0	0	9
15:00 - 15:59	1	6	2	1	0	0	0	0	0	0	0	0	0	0	0	10
16:00 - 16:59	2	7	3	1	0	0	0	0	0	0	0	0	0	0	0	13
17:00 - 17:59	1	5	4	2	0	0	0	0	0	0	0	0	0	0	0	12
18:00 - 18:59	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	4
19:00 - 19:59	1	5	2	0	0	0	0	0	0	0	0	0	0	0	0	8
20:00 - 20:59	0	2	1	2	0	0	0	0	0	0	0	0	0	0	0	5
21:00 - 21:59	0	1	4	2	0	0	0	0	0	0	0	0	0	0	0	7
22:00 - 22:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23:00 - 23:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	3
07:00 - 07:59	0	2	2	1	0	0	0	0	0	0	0	0	0	0	0	5
08:00 - 08:59	1	4	1	1	1	0	0	0	0	0	0	0	0	0	0	8
09:00 - 09:59	2	2	6	1	0	0	0	0	0	0	0	0	0	0	0	11
10:00 - 10:59	1	1	7	2	0	0	0	0	0	0	0	0	0	0	0	11
11:00 - 11:59	2	5	1	1	0	0	0	0	0	0	0	0	0	0	0	9
12:00 - 12:59	1	3	3	4	0	0	0	0	0	0	0	0	0	0	0	11
13:00 - 13:59	4	5	2	1	0	0	0	0	0	0	0	0	0	0	0	12
<b>Totals</b>	<b>18</b>	<b>53</b>	<b>45</b>	<b>22</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>139</b>
<b>Percent of Total</b>	<b>12.9</b>	<b>38.1</b>	<b>32.4</b>	<b>15.8</b>	<b>0.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>14.9</b>	<b>29.8</b>	<b>40.4</b>	<b>12.8</b>	<b>2.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>12.0</b>	<b>42.4</b>	<b>28.3</b>	<b>17.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.5 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.4 MPH
Mean Speed:	19.8 MPH	Percent in Ten Mile Pace:	70.5%	15th Percentile:	15.2 MPH
Median Speed:	19.8 MPH			90th Percentile:	27.0 MPH
Modal Speed:	17.5 MPH			95th Percentile:	28.5 MPH



## Daily Northbound Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	3	3	0	1	0	0	0	0	0	0	0	0	0	0	10
15:00 - 15:59	3	4	6	2	0	0	0	0	0	0	0	0	0	0	0	15
16:00 - 16:59	0	4	6	4	0	0	0	0	0	0	0	0	0	0	0	14
17:00 - 17:59	1	3	7	0	0	0	0	0	0	0	0	0	0	0	0	11
18:00 - 18:59	2	2	2	1	1	0	0	0	0	0	0	0	0	0	0	8
19:00 - 19:59	1	5	2	1	0	0	0	0	0	0	0	0	0	0	0	9
20:00 - 20:59	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	4
21:00 - 21:59	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	1	2	1	1	0	0	0	0	0	0	0	0	0	0	0	5
23:00 - 23:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
09:00 - 09:59	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	5
10:00 - 10:59	0	1	4	2	1	0	0	0	0	0	0	0	0	0	0	8
11:00 - 11:59	1	2	1	3	1	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	1	5	2	1	0	0	0	0	0	0	0	0	0	0	0	9
13:00 - 13:59	2	2	5	3	0	0	0	0	0	0	0	0	0	0	0	12
<b>Totals</b>	<b>18</b>	<b>42</b>	<b>49</b>	<b>21</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>135</b>
<b>Percent of Total</b>	<b>13.3</b>	<b>31.1</b>	<b>36.3</b>	<b>15.6</b>	<b>3.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>6.3</b>	<b>28.1</b>	<b>37.5</b>	<b>18.8</b>	<b>9.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>15.5</b>	<b>32.0</b>	<b>35.9</b>	<b>14.6</b>	<b>1.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.9 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	26.3 MPH
Mean Speed:	20.4 MPH	Percent in Ten Mile Pace:	67.4%	15th Percentile:	15.2 MPH
Median Speed:	20.7 MPH			90th Percentile:	27.9 MPH
Modal Speed:	22.5 MPH			95th Percentile:	29.5 MPH

## Daily Northbound Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	1	2	1	1	0	0	0	0	0	0	0	0	0	0	7
15:00 - 15:59	3	4	2	1	0	0	0	0	0	0	0	0	0	0	0	10
16:00 - 16:59	0	4	4	1	0	0	0	0	0	0	0	0	0	0	0	9
17:00 - 17:59	0	5	8	2	1	0	0	0	0	0	0	0	0	0	0	16
18:00 - 18:59	0	4	2	0	1	0	0	0	0	0	0	0	0	0	0	7
19:00 - 19:59	0	2	2	1	0	0	0	0	0	0	0	0	0	0	0	5
20:00 - 20:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
21:00 - 21:59	0	2	4	0	0	0	0	0	0	0	0	0	0	0	0	6
22:00 - 22:59	0	1	2	3	0	0	0	0	0	0	0	0	0	0	0	6
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
09:00 - 09:59	0	2	3	1	0	0	0	0	0	0	0	0	0	0	0	6
10:00 - 10:59	1	4	5	1	0	0	0	0	0	0	0	0	0	0	0	11
11:00 - 11:59	2	2	3	0	0	0	0	0	0	0	0	0	0	0	0	7
12:00 - 12:59	1	5	3	2	0	0	0	0	0	0	0	0	0	0	0	11
13:00 - 13:59	0	2	3	1	0	0	0	0	0	0	0	0	0	0	0	6
<b>Totals</b>	<b>12</b>	<b>41</b>	<b>47</b>	<b>15</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>118</b>
<b>Percent of Total</b>	<b>10.2</b>	<b>34.7</b>	<b>39.8</b>	<b>12.7</b>	<b>2.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>18.2</b>	<b>30.3</b>	<b>42.4</b>	<b>9.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>7.1</b>	<b>36.5</b>	<b>38.8</b>	<b>14.1</b>	<b>3.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.9 MPH
Mean Speed:	20.4 MPH	Percent in Ten Mile Pace:	74.6%	15th Percentile:	15.6 MPH
Median Speed:	20.6 MPH			90th Percentile:	26.9 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.9 MPH

## Daily Northbound Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	1	4	5	1	0	0	0	0	0	0	0	0	0	0	0	11
15:00 - 15:59	0	4	2	3	0	0	0	0	0	0	0	0	0	0	0	9
16:00 - 16:59	1	4	1	2	0	0	0	0	0	0	0	0	0	0	0	8
17:00 - 17:59	0	4	4	3	0	0	0	0	0	0	0	0	0	0	0	11
18:00 - 18:59	1	5	8	2	0	0	0	0	0	0	0	0	0	0	0	16
19:00 - 19:59	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	5
20:00 - 20:59	0	4	3	1	0	0	0	0	0	0	0	0	0	0	0	8
21:00 - 21:59	0	3	2	0	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
07:00 - 07:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
08:00 - 08:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
09:00 - 09:59	0	3	1	1	0	0	0	0	0	0	0	0	0	0	0	5
10:00 - 10:59	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	3
11:00 - 11:59	1	1	5	0	1	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	0	1	6	1	0	0	0	0	0	0	0	0	0	0	0	8
13:00 - 13:59	1	5	4	1	0	0	0	0	0	0	0	0	0	0	0	11
<b>Totals</b>	<b>6</b>	<b>46</b>	<b>48</b>	<b>16</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117</b>
<b>Percent of Total</b>	<b>5.1</b>	<b>39.3</b>	<b>41.0</b>	<b>13.7</b>	<b>0.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>8.7</b>	<b>34.8</b>	<b>43.5</b>	<b>8.7</b>	<b>4.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>4.3</b>	<b>40.4</b>	<b>40.4</b>	<b>14.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	4.6 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.9 MPH
Mean Speed:	20.7 MPH	Percent in Ten Mile Pace:	80.3%	15th Percentile:	16.2 MPH
Median Speed:	20.6 MPH			90th Percentile:	26.5 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.3 MPH

## Daily Northbound Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	3	3	1	0	0	0	0	0	0	0	0	0	0	0	9
15:00 - 15:59	3	3	3	4	0	0	0	0	0	0	0	0	0	0	0	13
16:00 - 16:59	1	4	4	0	0	0	0	0	0	0	0	0	0	0	0	9
17:00 - 17:59	1	6	3	1	1	0	0	0	0	0	0	0	0	0	0	12
18:00 - 18:59	0	4	3	2	1	0	0	0	0	0	0	0	0	0	0	10
19:00 - 19:59	2	1	2	2	1	0	0	0	0	0	0	0	0	0	0	8
20:00 - 20:59	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	3
21:00 - 21:59	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	3
22:00 - 22:59	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
23:00 - 23:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
08:00 - 08:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
09:00 - 09:59	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	8
10:00 - 10:59	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	4
11:00 - 11:59	1	1	5	1	0	0	0	0	0	0	0	0	0	0	0	8
12:00 - 12:59	0	3	4	3	0	0	0	0	0	0	0	0	0	0	0	10
13:00 - 13:59	1	3	4	1	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>16</b>	<b>37</b>	<b>40</b>	<b>18</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115</b>
<b>Percent of Total</b>	<b>13.9</b>	<b>32.2</b>	<b>34.8</b>	<b>15.7</b>	<b>3.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>14.8</b>	<b>29.6</b>	<b>44.4</b>	<b>11.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>13.6</b>	<b>33.0</b>	<b>31.8</b>	<b>17.0</b>	<b>4.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.9 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	26.2 MPH
Mean Speed:	20.3 MPH	Percent in Ten Mile Pace:	67.0%	15th Percentile:	15.1 MPH
Median Speed:	20.5 MPH			90th Percentile:	27.8 MPH
Modal Speed:	22.5 MPH			95th Percentile:	29.4 MPH

## Daily Northbound Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	5	6	0	1	0	0	0	0	0	0	0	0	0	0	14
15:00 - 15:59	1	7	5	1	0	0	0	0	0	0	0	0	0	0	0	14
16:00 - 16:59	1	3	6	1	0	0	0	0	0	0	0	0	0	0	0	11
17:00 - 17:59	0	5	2	2	0	0	0	0	0	0	0	0	0	0	0	9
18:00 - 18:59	0	1	5	0	0	0	0	0	0	0	0	0	0	0	0	6
19:00 - 19:59	1	1	4	1	0	0	0	0	0	0	0	0	0	0	0	7
20:00 - 20:59	1	1	1	0	2	0	0	0	0	0	0	0	0	0	0	5
21:00 - 21:59	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	4
22:00 - 22:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	3
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
07:00 - 07:59	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	4
08:00 - 08:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
09:00 - 09:59	1	4	1	1	0	0	0	0	0	0	0	0	0	0	0	7
10:00 - 10:59	1	2	2	3	0	0	0	0	0	0	0	0	0	0	0	8
11:00 - 11:59	0	3	7	0	0	0	0	0	0	0	0	0	0	0	0	10
12:00 - 12:59	2	1	5	1	0	0	0	0	0	0	0	0	0	0	0	9
13:00 - 13:59	1	2	6	0	0	0	0	0	0	0	0	0	0	0	0	9
<b>Totals</b>	<b>11</b>	<b>41</b>	<b>59</b>	<b>14</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>128</b>
<b>Percent of Total</b>	<b>8.6</b>	<b>32.0</b>	<b>46.1</b>	<b>10.9</b>	<b>2.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>5.7</b>	<b>34.3</b>	<b>45.7</b>	<b>14.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>9.7</b>	<b>31.2</b>	<b>46.2</b>	<b>9.7</b>	<b>3.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.1 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.8 MPH
Mean Speed:	20.6 MPH	Percent in Ten Mile Pace:	78.1%	15th Percentile:	15.9 MPH
Median Speed:	21.0 MPH			90th Percentile:	26.3 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.6 MPH

## Daily Total Speeds (MPH)

Study Date: Wednesday, 07/15/2020 / Thursday, 07/16/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	6	6	8	1	1	0	0	0	0	0	0	0	0	0	0	22
15:00 - 15:59	7	8	11	2	0	1	0	0	0	0	0	0	0	0	0	29
16:00 - 16:59	1	9	13	7	0	0	0	0	0	0	0	0	0	0	0	30
17:00 - 17:59	7	13	13	2	0	0	0	0	0	0	0	0	0	0	0	35
18:00 - 18:59	4	3	5	3	2	0	0	0	0	0	0	0	0	0	0	17
19:00 - 19:59	6	10	10	2	0	0	0	0	0	0	0	0	0	0	0	28
20:00 - 20:59	5	2	5	1	0	0	0	0	0	0	0	0	0	0	0	13
21:00 - 21:59	1	4	3	0	0	0	0	0	0	0	0	0	0	0	0	8
22:00 - 22:59	3	2	2	2	0	0	0	0	0	0	0	0	0	0	0	9
23:00 - 23:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	3
07:00 - 07:59	1	1	1	2	1	0	0	0	0	0	0	0	0	0	0	6
08:00 - 08:59	3	3	9	4	0	0	0	0	0	0	0	0	0	0	0	19
09:00 - 09:59	2	4	4	1	0	0	0	0	0	0	0	0	0	0	0	11
10:00 - 10:59	1	5	5	2	3	0	0	0	0	0	0	0	0	0	0	16
11:00 - 11:59	3	7	3	3	1	0	0	0	0	0	0	0	0	0	0	17
12:00 - 12:59	4	10	6	2	0	0	0	0	0	0	0	0	0	0	0	22
13:00 - 13:59	3	6	9	5	0	0	0	0	0	0	0	0	0	0	0	23
<b>Totals</b>	<b>58</b>	<b>96</b>	<b>108</b>	<b>41</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>312</b>
<b>Percent of Total</b>	<b>18.6</b>	<b>30.8</b>	<b>34.6</b>	<b>13.1</b>	<b>2.6</b>	<b>0.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>14.7</b>	<b>30.7</b>	<b>30.7</b>	<b>17.3</b>	<b>6.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>19.8</b>	<b>30.8</b>	<b>35.9</b>	<b>11.8</b>	<b>1.3</b>	<b>0.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	6.2 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.3 MPH
Mean Speed:	19.6 MPH	Percent in Ten Mile Pace:	65.4%	15th Percentile:	13.0 MPH
Median Speed:	20.1 MPH			90th Percentile:	27.2 MPH
Modal Speed:	22.5 MPH			95th Percentile:	29.1 MPH

## Daily Total Speeds (MPH)

Study Date: Thursday, 07/16/2020 / Friday, 07/17/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	7	5	5	3	1	0	0	0	0	0	0	0	0	0	0	21
15:00 - 15:59	6	9	8	2	0	0	0	0	0	0	0	0	0	0	0	25
16:00 - 16:59	3	13	7	2	0	0	0	0	0	0	0	0	0	0	0	25
17:00 - 17:59	0	12	15	2	1	0	0	0	0	0	0	0	0	0	0	30
18:00 - 18:59	1	6	3	3	1	0	0	0	0	0	0	0	0	0	0	14
19:00 - 19:59	2	3	4	1	0	0	0	0	0	0	0	0	0	0	0	10
20:00 - 20:59	1	5	5	1	0	0	0	0	0	0	0	0	0	0	0	12
21:00 - 21:59	1	4	4	2	0	0	0	0	0	0	0	0	0	0	0	11
22:00 - 22:59	0	1	3	3	0	0	0	0	0	0	0	0	0	0	0	7
23:00 - 23:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	4
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	1	1	2	1	0	0	0	0	0	0	0	0	0	0	0	5
07:00 - 07:59	3	2	4	2	0	0	0	0	0	0	0	0	0	0	0	11
08:00 - 08:59	2	4	5	0	0	0	0	0	0	0	0	0	0	0	0	11
09:00 - 09:59	1	4	7	1	1	0	0	0	0	0	0	0	0	0	0	14
10:00 - 10:59	1	8	12	2	1	0	0	0	0	0	0	0	0	0	0	24
11:00 - 11:59	2	6	9	4	0	0	0	0	0	0	0	0	0	0	0	21
12:00 - 12:59	3	11	10	3	0	0	0	0	0	0	0	0	0	0	0	27
13:00 - 13:59	2	5	4	1	0	0	0	0	0	0	0	0	0	0	0	12
<b>Totals</b>	<b>38</b>	<b>103</b>	<b>108</b>	<b>33</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>287</b>
<b>Percent of Total</b>	<b>13.2</b>	<b>35.9</b>	<b>37.6</b>	<b>11.5</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>12.9</b>	<b>31.2</b>	<b>43.0</b>	<b>10.8</b>	<b>2.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>13.4</b>	<b>38.1</b>	<b>35.1</b>	<b>11.9</b>	<b>1.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.5 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.7 MPH
Mean Speed:	19.8 MPH	Percent in Ten Mile Pace:	73.5%	15th Percentile:	15.2 MPH
Median Speed:	20.1 MPH			90th Percentile:	26.3 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.5 MPH

## Daily Total Speeds (MPH)

Study Date: Friday, 07/17/2020 / Saturday, 07/18/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	3	11	10	1	0	0	0	0	0	0	0	0	0	0	0	25
15:00 - 15:59	3	9	8	3	0	0	0	0	0	0	0	0	0	0	0	23
16:00 - 16:59	5	10	4	3	1	0	0	0	0	0	0	0	0	0	0	23
17:00 - 17:59	2	12	11	3	0	0	0	0	0	0	0	0	0	0	0	28
18:00 - 18:59	4	13	12	3	0	0	0	0	0	0	0	0	0	0	0	32
19:00 - 19:59	0	7	5	0	0	0	0	0	0	0	0	0	0	0	0	12
20:00 - 20:59	3	7	5	1	0	0	0	0	0	0	0	0	0	0	0	16
21:00 - 21:59	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	8
22:00 - 22:59	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
23:00 - 23:59	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	3
00:00 - 00:59	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
06:00 - 06:59	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	5
08:00 - 08:59	0	4	2	2	0	0	0	0	0	0	0	0	0	0	0	8
09:00 - 09:59	5	6	6	3	0	0	0	0	0	0	0	0	0	0	0	20
10:00 - 10:59	5	5	6	0	0	0	0	0	0	0	0	0	0	0	0	16
11:00 - 11:59	1	5	8	1	2	0	0	0	0	0	0	0	0	0	0	17
12:00 - 12:59	0	5	12	3	0	0	0	0	0	0	0	0	0	0	0	20
13:00 - 13:59	2	9	8	2	0	0	0	0	0	0	0	0	0	0	0	21
<b>Totals</b>	<b>38</b>	<b>111</b>	<b>108</b>	<b>27</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>287</b>
<b>Percent of Total</b>	<b>13.2</b>	<b>38.7</b>	<b>37.6</b>	<b>9.4</b>	<b>1.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>19.2</b>	<b>32.9</b>	<b>35.6</b>	<b>9.6</b>	<b>2.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>11.2</b>	<b>40.7</b>	<b>38.3</b>	<b>9.3</b>	<b>0.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.4 MPH
Mean Speed:	19.5 MPH	Percent in Ten Mile Pace:	76.3%	15th Percentile:	15.2 MPH
Median Speed:	19.7 MPH			90th Percentile:	25.1 MPH
Modal Speed:	17.5 MPH			95th Percentile:	27.8 MPH



## Daily Total Speeds (MPH)

Study Date: Saturday, 07/18/2020 / Sunday, 07/19/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	9	6	5	1	0	0	0	0	0	0	0	0	0	0	0	21
15:00 - 15:59	4	7	4	4	0	0	0	0	0	0	0	0	0	0	0	19
16:00 - 16:59	1	5	8	1	0	0	0	0	0	0	0	0	0	0	0	15
17:00 - 17:59	3	7	8	2	1	0	0	0	0	0	0	0	0	0	0	21
18:00 - 18:59	2	12	8	2	1	0	0	0	0	0	0	0	0	0	0	25
19:00 - 19:59	2	1	5	2	1	0	0	0	0	0	0	0	0	0	0	11
20:00 - 20:59	2	1	2	2	1	0	0	0	0	0	0	0	0	0	0	8
21:00 - 21:59	1	2	1	1	0	0	0	0	0	0	0	0	0	0	0	5
22:00 - 22:59	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	2
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00 - 02:59	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00 - 03:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
04:00 - 04:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00 - 05:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06:00 - 06:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
07:00 - 07:59	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	3
08:00 - 08:59	0	4	1	1	0	0	0	0	0	0	0	0	0	0	0	6
09:00 - 09:59	3	4	5	2	0	0	0	0	0	0	0	0	0	0	0	14
10:00 - 10:59	2	4	8	1	0	0	0	0	0	0	0	0	0	0	0	15
11:00 - 11:59	2	7	12	2	0	0	0	0	0	0	0	0	0	0	0	23
12:00 - 12:59	6	5	11	5	0	0	0	0	0	0	0	0	0	0	0	27
13:00 - 13:59	2	7	7	2	0	0	0	0	0	0	0	0	0	0	0	18
<b>Totals</b>	<b>40</b>	<b>77</b>	<b>89</b>	<b>30</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>241</b>
<b>Percent of Total</b>	<b>16.6</b>	<b>32.0</b>	<b>36.9</b>	<b>12.4</b>	<b>2.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>10.4</b>	<b>32.8</b>	<b>44.8</b>	<b>11.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>19.0</b>	<b>31.6</b>	<b>33.9</b>	<b>12.6</b>	<b>2.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.8 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	24.9 MPH
Mean Speed:	19.7 MPH	Percent in Ten Mile Pace:	68.9%	15th Percentile:	13.9 MPH
Median Speed:	20.2 MPH			90th Percentile:	26.7 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.7 MPH

## Daily Total Speeds (MPH)

Study Date: Sunday, 07/19/2020 / Monday, 07/20/2020

Unit ID: ROSEVILLE 6, 9-28-16

Location: PASCAL 75 FEET SOUTH OF IOWA

Posted Speed: 30

	5-14	15-19	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80-99	Total
14:00 - 14:59	2	8	10	2	1	0	0	0	0	0	0	0	0	0	0	23
15:00 - 15:59	2	13	7	2	0	0	0	0	0	0	0	0	0	0	0	24
16:00 - 16:59	3	10	9	2	0	0	0	0	0	0	0	0	0	0	0	24
17:00 - 17:59	1	10	6	4	0	0	0	0	0	0	0	0	0	0	0	21
18:00 - 18:59	1	3	5	1	0	0	0	0	0	0	0	0	0	0	0	10
19:00 - 19:59	2	6	6	1	0	0	0	0	0	0	0	0	0	0	0	15
20:00 - 20:59	1	3	2	2	2	0	0	0	0	0	0	0	0	0	0	10
21:00 - 21:59	0	3	6	2	0	0	0	0	0	0	0	0	0	0	0	11
22:00 - 22:59	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
23:00 - 23:59	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	4
00:00 - 00:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00 - 01:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00 - 02:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 - 03:59	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 - 04:59	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
05:00 - 05:59	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	2
06:00 - 06:59	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	4
07:00 - 07:59	0	2	5	2	0	0	0	0	0	0	0	0	0	0	0	9
08:00 - 08:59	1	5	2	1	1	0	0	0	0	0	0	0	0	0	0	10
09:00 - 09:59	3	6	7	2	0	0	0	0	0	0	0	0	0	0	0	18
10:00 - 10:59	2	3	9	5	0	0	0	0	0	0	0	0	0	0	0	19
11:00 - 11:59	2	8	8	1	0	0	0	0	0	0	0	0	0	0	0	19
12:00 - 12:59	3	4	8	5	0	0	0	0	0	0	0	0	0	0	0	20
13:00 - 13:59	5	7	8	1	0	0	0	0	0	0	0	0	0	0	0	21
<b>Totals</b>	<b>29</b>	<b>94</b>	<b>104</b>	<b>36</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>267</b>
<b>Percent of Total</b>	<b>10.9</b>	<b>35.2</b>	<b>39.0</b>	<b>13.5</b>	<b>1.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of AM</b>	<b>11.0</b>	<b>31.7</b>	<b>42.7</b>	<b>13.4</b>	<b>1.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>
<b>Percent of PM</b>	<b>10.8</b>	<b>36.8</b>	<b>37.3</b>	<b>13.5</b>	<b>1.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>100</b>

Standard Deviation:	5.3 MPH	Ten Mile Pace:	15 to 24 MPH	85th Percentile:	25.0 MPH
Mean Speed:	20.2 MPH	Percent in Ten Mile Pace:	74.2%	15th Percentile:	15.6 MPH
Median Speed:	20.5 MPH			90th Percentile:	26.8 MPH
Modal Speed:	22.5 MPH			95th Percentile:	28.6 MPH



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	September 2, 2020
<b>Agenda Item</b>	Policy D2
<b>Attachment</b>	See Below
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Lower Speed Limits
<b>Description</b>	<p>During the 2019 special session, the State Legislature authorized Minnesota cities to set speed limits on certain city streets after adopting their own procedures to set the new speed limits. This authority does not apply to township roads, county highways, or trunk highways in a city.</p> <p>In order to set new speed limits on city streets, a city must establish procedures based on a city’s safety, engineering, and traffic analysis. This analysis must consider national urban speed limit guidance and studies, local traffic crashes, and methods to effectively communicate the change to the public. Speed limit changes must be made in a consistent and understandable manner and must be posted on the affected street.</p> <p>Minneapolis and St. Paul established procedures for lowering speed limits. In the neighboring Como Park area, many collector streets (Midway Parkway, Hoyt Avenue, Hamline Avenue) will be lowered from 30 mph to 25 mph. Most other residential streets will be lowered to 20 mph.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• <a href="#">Minneapolis</a> and <a href="#">St. Paul</a> information on lowering speed limits</li> <li>• <a href="#">Como Park</a> District 10 information</li> </ul>
<b>Action(s) Requested</b>	Staff request discussion on lowering speed limits.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	September 2, 2020
<b>Agenda Item</b>	Policy D3
<b>Attachment</b>	Draft ordinance
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	Beekeeping Ordinance
<b>Description</b>	<p>As part of its 2020 work plan, the Environment Commission would like to move forward with a beekeeping ordinance. Currently, the keeping of bees is not explicitly allowed in the City Code. This topic has been explored in the past, notably in 2012, when an ordinance was drafted. Beekeeping was discussed at a City Council workshop then, but the Council was split on how to move forward. The Environment Commission felt that this would be a good time to explore a beekeeping ordinance because of the heightened awareness of pollinators. Numerous cities around the metro area and state have beekeeping ordinances, including St. Paul, Shoreview, White Bear Lake, and Maplewood.</p> <p>After a brief discussion in March, the Commission asked for feedback from a subject matter expert. At the July 13, 2020 Environment Commission meeting, Mr. Gary Reuter from the University of Minnesota Bee Lab provided a presentation and took questions from Commissioners about residential beekeeping. Using the 2012 draft ordinance as a guide, the Commission would like to make revisions based on current guidance for beekeeping. Staff anticipate that beekeeping could be regulated like chickens, which have been allowed in the City since 2013. There could be space and distance requirements along with a permit requirement. There are eight active chicken permits in the City, and staff would anticipate a similar number of beekeeping permits. The draft ordinance has also been reviewed by the City Attorney.</p> <p>Staff anticipate that the draft ordinance will be recommended by the Environment Commission at the upcoming September meeting, followed by a public hearing at the September Planning Commission meeting. Depending on these actions, discussion and voting at a regular City Council meeting could occur in early October.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Draft ordinance</li> </ul>
<b>Action(s) Requested</b>	Staff request discussion on possible beekeeping ordinance.

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**ORDINANCE NO. 20-XX**

**CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTERS 10 AND 113  
OF THE FALCON HEIGHTS CITY CODE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

**SECTION 1** That the findings contained in the preamble to this Ordinance are as follows:

WHEREAS, honey bees (*apis mellifera*) are of benefit to humankind, and to Minnesota in particular, by providing agriculture, fruit and garden pollination services and by furnishing honey, and other useful products; and

WHEREAS, Minnesota is among the leading states in honey production and agricultural by products associated with beekeeping throughout the United States; and

WHEREAS, domestic strains of honey bees have been selectively bred for desirable traits, including gentleness, honey production, tendency not to swarm and non-aggressive behavior, characteristics which are desirable to foster and maintain; and

WHEREAS, gentle strains of honey bees can be maintained within populated areas in reasonable densities without causing a nuisance if the bees are properly located and carefully managed; and

WHEREAS, honeybees are bioindicators of environmental pollution and polinators for food crops and other ative and non-native plant communities; and

WHEREAS, home beekeeping is primarily a hobby or small-scale commercial enterprise for the production of honey

WHEREAS, home beekeeping enhances food security, provides a source of pure honey with known origin and composition and contributes to the environmental and food production knowledge of our citizenry

NOW THEREFORE, be it ordained and enacted by the City of Falcon Heights:

**SECTION 2** In Chapter 10 – Animals of the City Code of Falcon Heights, Article V – Beekeeping and Section 10-37 – Beekeeping are added as follows:

**ARTICLE V – BEEKEEPING**

***Section 10-37 – Beekeeping***

(a) *Definitions.* As used in this article, the following words and terms shall have the meanings ascribed in this section unless the context of their usage indicates another usage.

Apiary means the assembly of one or more colonies of bees at a single location.

Beekeeper means a person who owns or has charge of one or more colonies of bees.

Beekeeping equipment means anything used in the operation of an apiary, such as hive bodies, supers, frames, top and bottom boards and extractors.

Colony means an aggregate of bees consisting principally of workers, but having, when perfect, one queen and at times drones, brood, combs, and honey.

Hive means the receptacle inhabited by a colony that is manufactured for that purpose.

Honey bee means all life stages of the common domestic honey bee, *apis mellifera* species.

Lot means a contiguous parcel of land under common ownership.

Nucleus colony means a small quantity of bees with a queen housed in a smaller than usual hive box designed for a particular purpose.

Undeveloped property means any idle land that is not improved or actually in the process of being improved with residential, commercial, industrial, church, park, school or governmental facilities or other structures or improvements intended for human occupancy and the grounds maintained in associations therewith. The term shall be deemed to include property developed exclusively as a street or highway or property used for commercial agricultural purposes.

(b) *Purpose of Ordinance.* The purpose of this ordinance is to establish certain requirements for beekeeping within the City and to avoid issues which might otherwise be associated with beekeeping in populated areas. Compliance with this ordinance shall not be a defense to a proceeding alleging that a given colony constitutes a nuisance, but such compliance may be offered as evidence of the beekeeper's efforts to abate any proven nuisance. Compliance with this ordinance shall not be a defense to a proceeding alleging that a given colony violates applicable ordinances regarding public health, but such compliance may be offered as evidence of the beekeeper's compliance with acceptable standards of practice among hobby beekeepers in the State of Minnesota.

(c) *Standards of practice.*

- (1) Honey bee colonies shall be kept in hives with removable frames, which shall be kept in sound and usable condition.
- (2) Each beekeeper shall ensure that a convenient source of water is available on the lot so long as colonies remain active outside of the hive.
- (3) Each beekeeper shall ensure that no wax comb or other material that might encourage robbing by other bees are left upon the grounds of the apiary lot. Such materials once



removed from the site shall be handled and stored in sealed containers, or placed within a building or other insect-proof container.

- (4) For each colony permitted to be maintained under this ordinance, there may also be maintained upon the same apiary lot, one nucleus colony in a hive structure not to exceed one standard 9-5/8 inch depth 10-frame hive body with no supers.
- (5) Each beekeeper shall maintain their beekeeping equipment in good condition, including keeping the hives painted if they have been painted but are peeling or flaking, and securing unused equipment from weather, potential theft or vandalism and occupancy by swarms. It shall not be a defense to this ordinance that a beekeeper's unused equipment attracted a swarm and that the beekeeper is not intentionally keeping bees.

(d) *Colony density.*

- (1) Colonies must be located in a rear yard and must meet setback and building separations as established in city zoning and building codes, except that colonies must maintain a 20-foot separation from dwellings on adjacent properties.
- (2) Except as otherwise provided in this ordinance, in each instance where a colony is kept less than 25 feet from a property line of the lot upon which the apiary is located, as measured from the nearest point on the hive to the property line, the beekeeper shall establish and maintain a flyway barrier at least 6 feet in height. The flyway barrier may consist of a wall, fence, dense vegetation or a combination thereof, such that bees will fly over rather than through the material to reach the colony. If a flyway barrier of dense vegetation is used, the initial planting may be 4 feet in height, so long as the vegetation normally reaches 6 feet in height or higher. If such a flyway barrier exists prior to establishing a colony, the beekeeper does not need to establish a new barrier.
- (3) The flyway barrier must continue parallel to the apiary lot line for 10 feet in either direction from the hive(s), or contain the hive or hives in an enclosure at least 6 feet in height.
- (4) A flyway barrier is not required if the property adjoining the apiary lot line is
  - a. undeveloped, or,
  - b. a wildlife management area or naturalistic park land with no horse or foot trails located within 25 feet of the apiary lot line.
- (5) No person is permitted to keep more than the following numbers of colonies on any lot within the City, based upon the size or configuration of the apiary lot:
  - a. One half acre or smaller lot, 2 colonies
  - b. Larger than 1/2 acre but smaller than 3/4 acre lot, 4 colonies
  - c. Larger than 3/4 acre lot but smaller than 1 acre lot, 6 colonies

d. Larger than one acre lot, 8 colonies

- (6) If the beekeeper serves the community by removing a swarm or swarms of honey bees from locations where they are not desired, the beekeeper shall not be considered in violation of this ordinance limiting the number of colonies if they temporarily house the swarm on the apiary lot in compliance with the standards of practice set out in this ordinance for no more than 30 days from the date acquired.

(e) *Permit*

- (1) No person shall keep, maintain or allow to be kept any hive or other facility for the housing of honeybees on or in any private property in the City without a permit.
- (2) Any person desiring a permit for the keeping of honeybees shall make written application to the City Administrator on a form provided, accompanied by a site plan of the real property upon which bees are to be kept, showing the number and location of hives and the provision for flyway barriers, water supply and any other conditions required by this section. The application shall include a statement that the applicant will at all times keep the bees in accordance with the provisions of this ordinance and any additional restrictions, limitation conditions or prohibitions specified in the permit as necessary to safeguard public health and general welfare.
- (3) The City Administrator may grant a permit pursuant to this section only after the applicant has met approved educational requirement as established by the City Administrator.
- (4) The applicant for a beekeeping permit must inform 100% of the owners or occupants of properties immediately adjacent to the real property described in the application and at least 80% of the owners or occupant of properties within 100 feet. If any notified owner or occupant has a medically documented allergy to bees, the permit may be denied. The medical documentation must be submitted to the City Administrator for consideration of denial of the permit.
- (5) The initial permit is valid for up to two years beginning on the date the honey bees arrive on the site and ending on December 31 of the following year. Subsequent permits are valid from January 1 of one year to December 31 of the second year. The application fee for such permit shall be an amount established by the City Council. Should the permit be refused, denied or revoked, the fee paid with the application shall be retained by the City.
- (6) Permits are non-transferable and do not run with the land.
- (7) A permit is a license granted to the beekeeper by the city and does not create a vested zoning right.

(f) *Inspection.* The City Administrator or designated official shall have the right to inspect any apiary for the purpose of ensuring compliance with this Ordinance once annually upon prior notice to the owner of the apiary property, and more often upon complaint without prior notice.

(g) *Presumed Colony/Hive Value.* For the purpose of enforcing City ordinances against destruction of property, each colony/hive shall be presumed to have a value of \$275.

(h) *Compliance.*

(1) Upon receipt of credible information that any colony located within the City is not being kept in compliance with this ordinance, the City Administrator shall cause an investigation to be conducted. If the investigation shows that a violation may exist and will continue, the City Administrator shall cause a written notice of hearing to be issued to the beekeeper, which notice shall set forth:

- a. The date, the time and the place that the hearing will be held, which date shall be not less than 30 days' from the date of the notice;
- b. The violation alleged;
- c. That the beekeeper may appear in person or through counsel, present evidence, cross examine witnesses and request a court reporter, and

(2) Notices may be served personally, or by mailing to the last known address of the owner and if the premises are occupied, to the premises. However, if the beekeeper cannot be located, then notice may be given by publication in a legal newspaper for the county in which the apiary property is located, at least seven days before the hearing.

(3) The hearing shall be conducted by the City Council. The burden shall be on the City to demonstrate by a preponderance of evidence that the colony or colonies have been kept in violation of this ordinance. If the City Council finds a violation, then they may order that the bees be removed from the City or such other action as may address the violation, and that the apiary lot be disqualified for permitting under this ordinance for a period of two years from the date of the order, the apiary lot ownership changes, in which case the prohibition shall terminate. If the order has not been complied with within 20 days of the order, the City may remove or destroy the bees and charge the beekeeper with the cost thereof.

(4) No hearing and no order shall be required for the destruction of honey bees not residing in a hive structure that is intended for beekeeping.

(i) *Savings Clause.* In the event any part of this ordinance or its application to any person or property is held to be unenforceable for any reason, the unenforceability thereof will not affect the enforceability and application of the remainder of this ordinance, which will remain in full force and effect.

**SECTION 2** Section 113-174(d) is amended as follows. Additions are shown with an underline.

***Sec. 113-174 - One-family R-1 residential district***

(d) Permitted accessory uses. No accessory structures or use of land shall be permitted except for one or more of the following uses:

(14) Beekeeping as regulated by the Code

**SECTION 3** Section 113-181(d) is amended as follows. Additions are shown with an underline.

***Sec. 113-181 - R-4 high density multiple-family residential district-apartment buildings***

(d) Permitted accessory uses. The following uses shall be permitted accessory uses:

(3) All accessory uses as permitted in the R-1 and R-2 districts except that the keeping of chickens and bees, as regulated by the Code, is only allowed as accessory to a single-family or two-family home.

**SECTION 4** This ordinance shall be effective upon its passage and a summary published in the official newspaper.

**ADOPTED** this X day of XX, 2020, by the City Council of the City of Falcon Heights, Minnesota.

Moved by:

Approved by: \_\_\_\_\_

Randall Gustafson  
Mayor

GUSTAFSON  
LEEHY  
MIAZGA  
WEHYEE  
ANDREWS

\_\_\_ In Favor  
\_\_\_ Against

Attested by: \_\_\_\_\_

Sack Thongvanh  
City Administrator



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	September 2, 2020
<b>Agenda Item</b>	Policy D4
<b>Attachment</b>	Support Documents
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Council Process and Procedures
<b>Background</b>	The purpose of the agenda item is for the City Council to develop a formalize process and procedure to define and set expectations for City operations. Attached you will find the comments from each Council Member regarding the questions and how their opinions are important.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Materials from LMC Executive Director Dave Unmacht               <ul style="list-style-type: none"> <li>○ Presentation from the August 19<sup>th</sup> Council Workshop</li> <li>○ Five Qualities of a 'Premier' City</li> <li>○ Qualities of an Effective Governing Body</li> <li>○ Five Qualities of a successful City Staff</li> </ul> </li> <li>• Rules of Procedure Examples               <ul style="list-style-type: none"> <li>○ City of Rochester</li> <li>○ City of Minnetonka</li> <li>○ City of Woodbury</li> <li>○ City of Lake Elmo</li> </ul> </li> <li>• City of Woodbury - Notes from Council Member Mark Miazga</li> <li>• Part I: Questions</li> <li>• Part II: Council Roles, Agenda Setting and Operations</li> </ul>
<b>Action(s) Requested</b>	Staff is looking for direction to draft Council process and procedures.

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# Five Qualities of a 'Premier' City

BY DAVID UNMACHT

As I write this column, I am traveling around the state to attend the League of Minnesota Cities 2017 Regional Meetings. My staff and I are energized by the interactions we have with city leaders from across the state.

Quite simply, it's fun to see old friends and meet new ones. More than that, though, Regional Meetings are an important component of the League's work. It is no secret that we learn as much about your issues, ideas, and concerns as you learn about our board and staff's work at the League.

Traveling with my peers offers a perfect opportunity to think and reflect. I am fortunate to have a long history of working with civic leaders from all parts of our state. Over 34 years in local government, I have witnessed firsthand the best practices of municipal government, not only in Minnesota, but across the country. Like many of you, I find that optimal learning opportunities come not from textbooks, but from the "school of hard knocks."

Over the past few years I have begun collecting, organizing, and speaking publicly about best practices in Minnesota city governments. To that end, I have created a short list of important qualities that on a macro scale define the nature of a city government's work.

To enhance the credibility and reliability of this model, I have shared these ideas in work sessions with countless city managers, mayors, councilmembers, and city staff. Here are five qualities that can define best practices in governing and leading Minnesota's cities. I refer to cities that achieve these qualities as "premier."

## 1. Establish clear roles and expectations.

The best cities ensure that the duties and responsibilities of each city official are clear and well-understood. The mayor doesn't try to be the city administrator, and the public works director doesn't try to make policy as a councilmember.

A leading indicator of city hall troubles is a lack of clarity and understanding in the roles of city officials. In reading about cities that struggle, take note of how often



the issue has to do with what individuals perceive their roles to be.

## 2. Endorse and manage change.

The best cities are not afraid of change to ensure they operate in an optimal manner. No city official wants to work in an inefficient and ineffective manner. However, the difference is clear: some officials talk and some act. Implementing change doesn't happen by wishing or wanting; it happens with deliberate and managed action.

Asking good questions about how work is done in your city is a healthy step toward ensuring that your operations are efficient and effective.

## 3. Emphasize communication.

The best cities understand the value and importance of communication. City officials understand that sharing information is not "an extra," but a primary purpose of their work. With the emphasis today on social media, the function of communication has changed significantly just in the past few years.

Training in media relations and communicating your message is an important priority, not fluff. Ask yourself: Is your

city ready if CNN—or even your local newspaper—shows up at city hall?

## 4. Share common values.

The best cities have the capacity to reach consensus through shared community values around common goals. City officials respect differences and individual opinions and work to collaborate and find common ground on important issues.


Do leaders in your city have the capacity to disagree, debate, and act without personal animosity?

## 5. Plan for the future.

The best cities focus on planning. This includes financial planning—balancing short- and long-term operational and capital resources. It also includes land use plan-

ning—ensuring that zoning codes and the comprehensive plan are up to date and effective in guiding the development of the city.

How well does your city fund and plan for short- and long-term operational and capital needs? Are your zoning and land use plans up to date and current?

Remember, you won't find this list in a textbook. I encourage you to talk to your colleagues in city hall about how well you do in each of these five areas and, ultimately, ask the question: "Are we a premier city? If not, why not?" 



David Unmacht is executive director of the League of Minnesota Cities. Contact: [dunmacht@lmc.org](mailto:dunmacht@lmc.org) or (651) 281-1205.

## On the web

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# Qualities of an Effective Governing Body

BY DAVID UNMACHT

I previously wrote a column titled “Five Qualities of a ‘Premier’ City,” in which I described my experiences gathering information on the best practices of Minnesota city governments (Nov-Dec 2017 issue of *Minnesota Cities*). Now I want to focus on the qualities of effective governing bodies.

Much has been written and attempted when it comes to building an effective governing body (city council, county board, etc.). There is no magic potion that makes it happen; it requires hard work, deliberate change when needed, and most importantly, a commitment from all participants. The role of staff in encouraging or inhibiting effective governance cannot be understated; it is truly a joint effort.

I started collecting information on governing body best practices when I worked in Scott County (1997-2008). During much of my tenure as county administrator, the County Board and staff had an excellent working relationship. During one of my performance reviews, Commissioner Jon Ulrich asked me, “What works in this county? Can you define why we are a strong team?” The answer was, “Yes,” and my staff and I put together a list of qualities to share with the Board.

Over time, I have evaluated and tested these principles for authenticity and validity. The list is not perfect, nor does it apply to every situation, but the ideas work and, indeed, they make a difference. The original list included more than a dozen examples of effective qualities of a governing body. I will review the most important ones here.

## Clear staff expectations

The fundamental role of a governing body is to identify clear goals, expectations, and accountabilities for your staff. Dysfunction is a symptom of confusion about duties and responsibilities. For example, councilmembers performing the roles of staff while staff is too deeply involved in policy or politics. Conflict is a certainty when expectations are unclear. Make sure there is consensus about expectations.

## Agree to disagree

One of the fundamentals of our democracy and representative government is differing opinions. Debate and disagreement are healthy and can lead to better policy and informed decisions. However, when they become personal, the effectiveness of the governing body collapses. Effective leaders leave personal animosity and lingering disputes outside the front door of city hall.

## Personal responsibility

Being an effective leader of a city council requires personal accountability and responsibility. Key components of responsibility include the importance of respectful public decorum during meetings; the ability to bring levity and humor to the workplace; and a genuine job of both holding staff accountable for mistakes, while also making sure they get credit for good work.

Effective governing bodies don't look to blame. Instead, they learn from their mistakes and move forward. Reflect on how well you and your peers represent these values at city hall.

## Stay connected to residents

There is an underlying distinctiveness that elected officials have in relationships with residents that a city staff member does not and will not ever have. Yes, good staff work includes knowing and understanding what residents want, but that is not its primary role.

Elected officials must stay connected to the community and ensure that all voices are represented at city hall. Create positive and constructive ways to listen, engage, and communicate with all constituents. Effective governing bodies balance the interests of everyone and not just those who are most vocal.


## Be human

Elected officials and city staff form a partnership through relationships and responsibilities. With that come principles, including those that appear to be obvious, but not always practiced: honesty, open communication, transparency,

Elected officials must stay connected to the community and ensure that all voices are represented at city hall. **Create positive and constructive ways to listen, engage, and communicate with all constituents.**

and having the ability to admit when you are wrong. Effective governing bodies are made up of human beings, not robots.

Why is it that some governing bodies have dysfunctional qualities? Experience shows it is likely a combination of personal agendas, long-held animosities, lack of clear goals and expectations, and other reasons unique to each city. Sadly, there are some that revel in chaos and conflict; certainly, our current political culture reflects this state. But it does not have to be this way.

I close this column as I closed the earlier one—by encouraging you to talk to your colleagues at city hall about how well you execute each of these qualities and, ultimately, ask the questions: Are we an effective governing body? If not, why not? 



David Unmacht is executive director of the League of Minnesota Cities. Contact: [dunmacht@lmc.org](mailto:dunmacht@lmc.org) or (651) 281-1205.

## On the web

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# Five Qualities of a Successful City Staff

BY DAVID UNMACHT

Each fall, the League actively engages with members at our Regional Meetings. This year, we've had sessions in Fergus Falls, St. Cloud, Mountain Iron, Baxter, Bemidji, Marshall, Mankato, and Rochester. As this magazine goes to press, we are gearing up for our metro-area meeting in Golden Valley.



In addition to our host cities, we visit countless other cities along the way. As our staff members travel the state, we take great pleasure in stopping at city halls to say hello, introduce ourselves, make new friends, and see what's happening in their world.

The surprised smiles and greetings we receive are welcoming, and we are grateful to the city staff for taking time out of their busy day to spend a few minutes with us. When we ask about their latest contact with the League, we hear a range of responses, including appreciation for our staff's detailed attention to insurance claims, help with research support, and guidance with human resources.

These trips provide League staff an opportunity to witness firsthand the work of our city officials and to reflect on the dynamic work city staff perform as stewards of the public trust.

A year ago, I wrote a column titled, "Five Qualities of a Premier City." The qualities were derived from a collection of experiences accumulated over many years of working in local government. In July, I wrote a related column on "Qualities of an Effective Governing Body." The response to the two columns was strong, hence—inspired by what we've witnessed during our fall city visits—it is appropriate that I complete this trilogy with

thoughts on qualities that define successful staff work.

Like the previous two columns, these principles come from my work as a city and county administrator, conversations with colleagues, and witnessing the best in the business perform their jobs. The qualities outlined below are not captured from a book, nor are they rocket science. But we know the level of trust and respect between elected city officials and staff—and how these values are exhibited—are leading indicators of individual, organizational, and community success.

While this article is not comprehensive, here are five of what I consider the most

important characteristics that define top-notch staff work.

## 1 Understand politics.

Clear roles and expectations are essential to a functional city hall. The roles within city hall vary regardless of whether you are a police officer, plow driver, finance clerk, parks employee, or the city administrator. It is important to understand city government is inherently political. The mayor and council are elected and serve to set policy and to do the political work. City staff are appointed to inform policy discussions and implement decisions.

## 2 Tell the truth. Always.

One of my fondest memories in working with a particularly difficult elected official was that he respected me and my team because, as he said it, "I can count on you to deliver bad news and admit your mistakes. This is important in building trust." As we all know, *stuff happens*, and being upfront, honest, and truthful is always the best course of action. We all know trust is fragile, hard to earn, and easy to lose. It's important to never forget that.

## 3 Communicate in a timely manner.

A common denominator of dysfunction in a staff/elected relationship is the lack

of communication. This leads to potential misunderstandings and mistrust. It is important for staff to take the initiative to understand their elected official's expectations about sharing information. Today,


## Protecting the status quo or being resistant to change is often a losing proposition.

communication tools and platforms are abundant, so there should be no excuses. Staff must live by a common public administration principle called the "No Surprises" rule: Make sure you communicate first, so your elected officials are never surprised by information or news happening in your city.

## 4 Remain fair and impartial.

This is not always easy, especially when making recommendations or decisions. To the best of my ability, I treated every elected official equitably. Not equally, because I adjusted to accommodate styles, expectations, and level of interest. The principle is simple: If one elected official knew something, all elected officials had a right to that same information.

## 5 Be open to change.

As public servants, we have an obligation to be open to change. Protecting the status quo or being resistant to change is often a losing proposition. We must embrace continuous improvement for ourselves, our staff, and our city. This is so important to stay relevant, current, and effective. 



David Unmacht is executive director of the League of Minnesota Cities. Contact: [dunmacht@lmc.org](mailto:dunmacht@lmc.org) or (651) 281-1205.

## On the web

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# THREE PRINCIPLES THAT GUIDE ME

**Be Human**



**Be Curious**

**Be Respectful**

# FIVE TYPES OF LEADERSHIP ROLES



# UNDERSTANDING YOUR ROLE



## CITY COUNCIL

DISENGAGED

BULLY

LOUDEST TALKER

BLAMER

MICRO-MANAGER

CONTROLLER

TIME-WASTER

UNDERCOVER AGENT

## REPUTATIONS TO AVOID



# IN CLOSING, PRACTICAL ADVICE

- 1 USE COMMON SENSE
- 2 DON'T MAKE PROMISES YOU CAN'T DELIVER
- 3 DON'T BE AFRAID TO SAY, "I DON'T KNOW"
- 4 PACE YOURSELF
- 5 DEVELOP A THICK SKIN
- 6 LISTEN TO EVERYONE
- 7 SEEK OUT A MENTOR
- 8 LEARN ABOUT THE ORGANIZATION
- 9 USE OUTSIDE RESOURCES

CONTACT THE LEAGUE WHEN YOU'RE NOT SURE!

# Roles of the City Council

- Identify clear expectations for staff
- Remain consistent in policy direction
- Focus on the big picture including strategic initiatives
- Keep staff informed and educated on your opinions
- Create a respectful decorum and operating culture
- Interject levity and humor when appropriate
- Recognize that authority is “all” and not “one”
- Share credit and accept responsibility for your actions

# Roles of Staff

- Communicate in a timely manner
- Recognize the political dynamics of the job
- Live by a *no surprise* rule
- Remain fair and impartial
- Be honest and professional
- Be willing to deliver bad news
- Be willing to share credit and accept responsibility for your actions
- Be willing to invest in your development

## Role of Leaders

- To understand your role in the context of the organization
- To uphold the highest ethical standards
- To take prudent and smart risks; mistakes are ok
- To build relationships with everyone around you
- To exceed the expectations people have of you “go the extra mile”
- To lead and manage organizational and personal change
- To serve as a *go to* person for others
- To be resourceful – figure it out or ask for help (call the League)



# **CITY COUNCIL RULES OF PROCEDURE**

**Updated April 2003**

# Table of Contents

<b>PURPOSE .....</b>	<b>1</b>
<b>1. MEETINGS .....</b>	<b>1</b>
1.1 Regular Meetings.....	1
1.2 Adjourned Meetings.....	1
1.3 Special Meetings .....	1
1.4 Emergency Meetings.....	1
1.5 Study Sessions .....	1
1.6 Notice of Meetings.....	1
1.7 Cancellation of Meetings.....	1
1.8 Quorum.....	2
1.9 Meetings to be Public.....	2
<b>2. ORDER OF BUSINESS .....</b>	<b>2</b>
2.1 Agenda.....	2
2.2 Items Out of Order.....	3
2.3 Delivery of the Agenda .....	3
2.4 Roll Call .....	3
2.5 Public Hearings.....	3
2.6 Public Comments.....	3
2.7 Consent Agenda .....	4
2.8 Introduction of Ordinances .....	4
2.9 Agenda Amendments.....	4

2.10	Deadline for Agenda Items .....	4
2.11	Presentation by Members of the Council .....	4
<b>3.</b>	<b>PRESIDING OFFICER .....</b>	<b>5</b>
3.1	Presiding Officer .....	5
3.2	Call to Order .....	5
3.3	Participation of Mayor .....	5
3.4	Question to be Stated.....	5
3.5	Maintenance of Order.....	5
3.6	Powers .....	5
<b>4.</b>	<b>RULES, DECORUM, AND ORDER.....</b>	<b>6</b>
4.1	Points of Order .....	6
4.2	Decorum and Order – Council Members .....	6
4.3	Decorum and Order – Employees .....	7
4.4	Decorum and Order – Public.....	7
4.5	Enforcement of Decorum .....	7
4.6	Personal Privilege.....	7
4.7	Conflict of Interest.....	7
4.8	Limitation of Debate .....	7
4.9	Dissents and Protests .....	8
4.10	Procedures in Absence of Rules.....	8
4.11	Rulings of Mayor Final Unless Overruled.....	8
4.12	Amendment of Rules .....	8
<b>5.</b>	<b>ADDRESSING THE COUNCIL.....</b>	<b>8</b>

5.1	Manner of Addressing the Council.....	8
5.2	Addressing the Council after Motion is Made.....	8
5.3	Limitations Regarding Public Comments and Reports .....	8
5.4	Written Correspondence.....	9
<b>6.</b>	<b>MOTIONS.....</b>	<b>9</b>
6.1	Motions Out of Order .....	9
6.2	Division of Question.....	9
6.3	Withdrawal of Motions .....	9
6.4	Precedence of Motions .....	9
6.5	Motion to Adjourn (not debatable).....	9
6.6	Motion to Fix Hour of Adjournment.....	10
6.7	Motion to Suspend the Rules.....	10
6.8	Motion to Table.....	10
6.9	Motion to Limit or Terminate Discussion.....	10
6.10	Motion to Amend.....	10
6.11	Motion to Continue .....	10
6.12	Motion to Reconsider .....	11
6.13	Motion to Rescind or Repeal.....	11
<b>7.</b>	<b>VOTING PROCEDURE.....</b>	<b>11</b>
7.1	Voting Procedure.....	11
7.2	Failure to Vote .....	11
7.3	Adoption by Majority Vote .....	11
7.4	Failure to Achieve Required Votes.....	11





## PURPOSE

The purpose of these rules is to provide guidelines for the conduct of the public business by or on behalf of the City Council. Non-compliance with or violation of any provision will not affect the validity of any action taken, unless otherwise specifically provided by law.

### 1. MEETINGS

#### 1.1 Regular Meetings

The city council of the City of Minnetonka will hold meetings in the council chambers of the community center, 14600 Minnetonka Boulevard, Minnetonka, Minnesota, according to a schedule adopted annually by resolution no later than the first official meeting held in each year. No meeting will be held on a legal holiday, but a regular meeting may be held at the same hour on the next succeeding day that is not a holiday.

#### 1.2 Adjourned Meetings

Any meeting may be adjourned to a time, place and date certain, but not beyond the next regular meeting. Once adjourned, the meeting may not be reconvened.

#### 1.3 Special Meetings

Special meetings may be called by the mayor or any three members of the council, upon at least three days written notice to each member of the council. Notice must be delivered in person or electronically or faxed to each member.

#### 1.4 Emergency Meetings

Emergency meetings may only be called by the mayor or any three members of the council upon at least four hours notice to each member of the council either in writing or by telephone.

#### 1.5 Study Sessions

Members of the council will meet in study sessions according to the annual meeting schedule adopted by the council.

#### 1.6 Notice of Meetings

Notice of all regular meetings, regular study sessions, and special and emergency meetings must be consistently posted in a location designated by the city clerk.

#### 1.7 Cancellation of Meetings

Meetings may be canceled by the mayor because of insufficient agenda items, lack of a quorum, inclement weather, and/or other similar reasons. Except for inclement weather and other emergency situations, council members must be notified in writing

delivered to their homes, by electronic message, or by telephone at least four hours in advance. The mayor may not cancel two or more consecutive meetings without the concurrence of a majority of the full council, except in situations of inclement weather or other emergency.

#### 1.8 Quorum

A majority of the council, excluding vacant seats, is sufficient to do business. A majority is more than half. For the purposes of these rules, a vacant seat is a position on the council that is currently unfilled; it does not mean a seat whose incumbent is merely absent.

#### 1.9 Meetings to be Public

Study sessions and all regular, adjourned, special or emergency city council meetings must be open to the public, except that the council may hold executive sessions from which the public is excluded when permitted by state law. A decision to hold a closed session must be made upon a motion to that effect, approved by at least a majority of the council.

### **2. ORDER OF BUSINESS**

#### 2.1 Agenda

The order of business of each meeting will be as contained in the agenda prepared by the city manager. The agenda will be a listing of subject which will be taken up for consideration in the following order:

- Call to Order
- Pledge of Allegiance
- Roll Call
- Approval of Agenda
- Approval of Minutes
- Special Matters
- Report from the City Manager
- Citizens Wishing to Discuss Matters not on the Agenda
- Bids and Purchases
- Consent Agenda
- Introduction of Ordinances
- Public Hearings and Related Matters
- Other Business
- Appointments
- Adjournment

## 2.2 Items Out of Order

With majority consent of the council, the mayor may at any time allow an item to be considered out of the regular agenda order.

## 2.3 Delivery of the Agenda

The agenda will ordinarily be delivered in person or electronically to council members each Friday before the Monday meeting to which it pertains.

The agenda and all supporting material not of a confidential nature will also be available to the general public at the time it is delivered to the city council.

## 2.4 Roll Call

Before proceeding with the business of the council, the city clerk or designee will call the roll of the council members and record their attendance in the minutes. The order of roll call will rotate with each council member being called first every sixth meeting. The mayor will always be called last.

Council members will be noted in the minutes as being excused if they advised the city manager within a reasonable time in advance of their impending absence.

## 2.5 Public Hearings

Generally, public hearings will be conducted in the following order:

- Introduction of item
- Staff report and recommendation
- Questions of staff by council
- Opening of the hearing by the mayor
- Comments by applicant
- Comments by the audience
- Closing of the hearing
- Questions by council
- Discussion by council
- Action by council

## 2.6 Public Comments

Questions or comments from the public will be limited to the subject under consideration. Depending upon the extent of the agenda and the number of persons desiring to speak on an issue, the mayor may limit the time available for public comment.

Any person may address the council on any subject pertaining to city business not listed on the agenda during the time set aside for those comments. The mayor may limit the time available to each person addressing the Council.

## 2.7 Consent Agenda

Routine and non-controversial items will be placed on the consent agenda. These items may be approved by one blanket motion upon unanimous consent. A council member or member of the audience may request that an item be withdrawn for separate consideration. However, a council member may abstain from voting on, or vote against, any consent agenda item without requesting its removal. Abstentions will be recorded in the minutes.

## 2.8 Introduction of Ordinances

An ordinance must be considered by the city council at two regular meetings before adoption. At the first meeting, the ordinance is introduced. The city council may discuss and/or refer the ordinance to an advisory board for review and public comment. The ordinance will be placed on a second regular meeting agenda for adoption.

## 2.9 Agenda Amendments

Once the city manager has formalized and transmitted the agenda to the city council along with accompanying material, no items will be added or deleted before the council meeting. A majority of the council may amend the agenda during "Approval of the Agenda," except that an item may not be added to the agenda of a special or emergency meeting if the item was not included in the notice for the meeting.

## 2.10 Deadline for Agenda Items

No item will be placed on a city council agenda unless the request has been made to the city manager by the second Friday preceding the meeting at which consideration is requested. The city manager may choose not to schedule items for a particular meeting when, in his or her opinion, other business to be considered at that meeting will likely consume the available time.

## 2.11 Presentation by Members of the Council

The mayor or a council member may bring before the council any new business under the "Report from the City Manager" portion of the agenda. Formal action on these matters will be deferred until a subsequent council meeting.

### **3. PRESIDING OFFICER**

#### **3.1 Presiding Officer**

The mayor is the presiding officer at all meetings of the council. In the absence of the mayor, the acting mayor will preside. In the absence of both the mayor and acting mayor, the alternate acting mayor will preside. At its first regular meeting in January, the council, by a majority vote, will designate an acting mayor and an alternate acting mayor. A reference to the mayor in these rules also means the acting mayor, the alternate acting mayor, or other council member if the person is serving as the presiding officer in place of the mayor.

#### **3.2 Call to Order**

The Mayor will call the council meeting to order. In the absence of the mayor, the acting mayor, and the alternate acting mayor, the meeting will be called to order by the city manager who will immediately call for the selection of a temporary presiding officer.

#### **3.3 Participation of Mayor**

The mayor may move, second, and debate from the chair, subject only to the same limitations of debate imposed on all Council members. He or she is not deprived of any rights and privileges of a council member by reason of acting as presiding officer. However, the mayor is primarily responsible for the conduct of the meeting. If he or she desires to personally engage in extended debate on questions before the council, he or she should consider turning the chair over to another member.

#### **3.4 Question to be Stated**

The mayor must verbally restate each question immediately prior to calling for the vote, upon request from any council member. Following the vote, the mayor will verbally announce whether the question carried or was defeated. The mayor will also publicly state the effect of the vote for the benefit of the audience before proceeding to the next item of business.

#### **3.5 Maintenance of Order**

The mayor is responsible for the maintenance of order and decorum at all times. No person is allowed to speak who has not first been recognized by the mayor. All questions and remarks must be addressed to the mayor, or through the mayor to the appropriate council member, staff member, citizen, or representative.

#### **3.6 Powers**

The mayor has the following powers:

- (a) to rule motions in or out of order, including any motion obviously offered for obstructive or dilatory purposes;
- (b) to determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
- (c) to entertain and answer questions of parliamentary law or procedure;
- (d) to call a brief recess at any time; and
- (e) to adjourn in an emergency.

A decision under (a), (b), or (c) may be appealed to the council upon motion of any member. This motion is in order only immediately after the challenged decision is announced. The member making the motion need not be recognized by the mayor, and the motion may not be ruled out of order if it is made timely.

#### **4. RULES, DECORUM, AND ORDER**

##### **4.1 Points of Order**

The mayor will determine all points of order subject to the right of any member to appeal to the council. If any appeal is taken, the question will be, "Should the decision of the mayor be sustained?" A majority vote will govern and conclusively determine the question of order.

##### **4.2 Decorum and Order – Council Members**

- a) A council member desiring to speak must address the mayor and upon recognition, must address only the question under debate.
- b) A council member desiring to question the staff must address the question to the city manager or city attorney, in appropriate cases, who will respond to the inquiry or designate a staff member to do so.
- c) A council member, once recognized, may be interrupted while speaking only if called to order by the mayor, a point of order is raised by another council member, or the speaker chooses to yield to questions from another council member.
- d) A council member called to order while speaking must cease speaking immediately until the question of order is determined. If ruled to be in order, he or she may proceed. If ruled to be not in order, he or she must remain silent or alter his or her remarks so as to comply with rules of the council.

- e) Council members must accord courtesy to each other, to city employees and to the public appearing before the council and must refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities.
- f) A council member may move to require the mayor to enforce the rules. Upon the affirmative vote of a majority of the council, the mayor must do so.

#### 4.3 Decorum and Order – Employees

Staff members must observe the same rules of procedure and decorum applicable to members of the council. The city manager must ensure that they observe such decorum. Any staff member, including the city manager, desiring to address the council or members of the public must first be recognized by the mayor. All remarks must be addressed to or through the mayor.

#### 4.4 Decorum and Order – Public

Members of the public attending council meetings must observe the same rules of order and decorum applicable to the council. The mayor may order the removal of any person who makes inappropriate remarks or who becomes boisterous while addressing the council and bar that person from further audience with the council.

#### 4.5 Enforcement of Decorum

The city manager must carry out the orders and instruction of the mayor for maintaining order and decorum in the council chambers.

#### 4.6 Personal Privilege

The right of a member to address the council on a question of personal privilege is limited to cases in which his or her integrity, character, or motives are questioned or impugned.

#### 4.7 Conflict of Interest

Any council member prevented from voting because of a conflict of interest, must refrain from debate and voting. That council member may choose to leave the council chambers during debate and voting on the Issue.

#### 4.8 Limitation of Debate

A council member normally should speak only once on a subject until every other member choosing to speak has done so.



#### 4.9 Dissents and Protests

A council member has the right to express dissent from or to protest any action of the council. A council member wishing to have the dissent or protest entered in the minutes should state so with language such as “I would like the minutes to show that I am opposed to this action for the following reasons:”

#### 4.10 Procedures in Absence of Rules

In the absence of a rule to govern a point or procedure, Robert’s Rules of Order, Newly Revised, should be used as a guide.

#### 4.11 Rulings of Mayor Final Unless Overruled

The mayor will decide all questions or interpretation of these rules, point of order or other questions of procedure, requiring ruling. Unless overridden or suspended by a majority vote of the Council members present and voting, a ruling is final and binding for purposes of the matter under consideration.

#### 4.12 Amendment of Rules

These rules may be amended at any regular meeting or at a special meeting that includes amendment of the rules as one of the stated items to be considered. Adoption of an amendment requires an affirmative vote equal to at least two-thirds of all the actual membership of the council, excluding vacant seats.

### **5. ADDRESSING THE COUNCIL**

#### 5.1 Manner of Addressing the Council

A member of the public desiring to address the council must proceed to the podium and wait to be recognized by the mayor. After being recognized, he or she must state his or her name and address for the record.

All remarks and questions must be addressed to the mayor and not to an individual council member, staff member or other person. During a public hearing, all remarks must be limited to the subject under consideration. No person may enter into any discussion without being recognized by the mayor.

#### 5.2 Addressing the Council after Motion is Made

After a motion has been made, or after a public hearing has been closed, no person may address the council without first securing permission from the mayor.

#### 5.3 Limitations Regarding Public Comments and Reports

The mayor may limit or rule out of order a speaker who addresses the council on a topic that is currently before, or about to be submitted for consideration by, a city

commission, board or other agency. If an appeal procedure is or was available, the mayor may not allow oral communication to the council outside that procedure. This rule is intended to ensure that a matter follows the appropriate process and that discussion takes place in the proper forum.

#### 5.4 Written Correspondence

The city manager is authorized to open and attend to all mail addressed to the mayor or council not marked "personal" and that appears to relate to city business. All administrative business in those communications that does not require council action may be disposed of between council meetings. A copy of any communication to the council must be sent to each council member weekly. Correspondence to the mayor or individual members not of general interest to the council should be forwarded to the person addressed.

A communication delivered to city hall relating to a matter pending, or to be brought before city council, must be included in the agenda packet for the meeting at which the item is to be considered. Letters of appeal from administrative or commission decisions must be processed under applicable ordinance provisions.

### 6. MOTIONS

#### 6.1 Motions Out of Order

A member may make only one motion at a time. A substantive motion is out of order while another substantive motion is pending.

#### 6.2 Division of Question

If the question contains two or more propositions, the mayor may, and upon request of a member must, divide the same.

#### 6.3 Withdrawal of Motions

A motion may not be withdrawn by the mover without the consent of the person seconding it.

#### 6.4 Precedence of Motions

When a motion is before the council, only procedural motions may be considered, in order of priority listed below. Unless otherwise noted, each motion is debatable, may be amended, and requires a majority vote of the full council for adoption.

#### 6.5 Motion to Adjourn (not debatable)

A motion to adjourn is in order at any time except:

- a) when made as an interruption of a member while speaking;

- b) when discussion has ended, and vote on a motion is pending; and
- c) while a vote is being taken.

#### 6.6 Motion to Fix Hour of Adjournment

Unless otherwise agreed by at least a majority of the council, all meetings and study sessions of the council must be adjourned by 12:00 a.m. A motion to set a different, specific time at which to adjourn, is not debatable and not subject to amendment except by unanimous vote.

#### 6.7 Motion to Suspend the Rules

A motion to suspend provisions of these rules may be approved only by a vote equal to at least two-thirds of the actual membership of the council, excluding any vacant seats.

#### 6.8 Motion to Table

A motion to table is not debatable and precludes all amendments or debate of the subject under consideration. If the motion prevails, the matter may be “taken from the table” at any time prior to the end of the next regular meeting, unless the motion is to either table indefinitely or to a date certain. If the motion is to table indefinitely, the matter may not be rescheduled without at least majority approval of the council.

#### 6.9 Motion to Limit or Terminate Discussion

A motion to limit or terminate discussion may be used to limit or close debate on, or prohibit further amendment to, the pending motion. It is not debatable. If the motion fails, debate must be reopened; if the motion passes, a vote must be taken on the pending motion.

#### 6.10 Motion to Amend

A motion to amend is debatable only as to amendment. A motion to amend an amendment is in order, but a motion to amend an amendment to an amendment is not in order. An amendment modifying the intention of a motion is in order, but an amendment relating to a different matter is not in order. A substitute motion on the same subject is acceptable, and voted on before a vote on the amendment. Amendments must be voted first, then the main motion as amended.

#### 6.11 Motion to Continue

Motions to continue to a definite time are amendable and debatable as to propriety and time set.

6.12 Motion to Reconsider

A motion to reconsider action already taken must be made by a member who voted with the prevailing side, which is the majority side except that in the case of a tie, the “no’s” prevail. The motion must be at the meeting during which the original vote was taken, including any continuation of that meeting. The motion cannot interrupt deliberation on a pending matter, but is in order at any time before final adjournment. If a motion to reconsider is adopted, the prior action taken by the council is rescinded, and the matter is returned to the status that it had immediately before the prior vote was taken. The motion previously voted upon will once again be pending.

6.13 Motion to Rescind or Repeal

A motion to rescind or repeal action previously taken is appropriate when the time for reconsideration has expired. A motion is not in order if rescission or repeal of an action is forbidden by law. If a motion to rescind or repeal fails, no motion to rescind or repeal the same action is in order until 12 months have elapsed after the failed motion.

**7. VOTING PROCEDURE**

7.1 Voting Procedure

The vote on each motion will be taken by roll call and entered in the minutes. The order of voting will be rotated each meeting with the mayor voting last. The clerk will call the names of members seated. Members will respond "yes," "no," or "abstain."

7.2 Failure to Vote

Every council member must vote unless disqualified for cause.

7.3 Adoption by Majority Vote

Unless state laws, city ordinances, or these rules require a larger number of votes, council motions must be adopted by a majority of all members of the council then holding office who are able to vote on the matter, whether or not they are in attendance.

7.4 Failure to Achieve Required Votes

A matter that fails to achieve the required number of votes for passage, including a tie vote, is deemed denied. The council members voting in opposition must state their reasons for the record. A matter is not deemed denied if the council continues the matter to another council meeting, by a motion adopted by the same number of votes needed for passage of the matter.

# **CITY OF ROCHESTER**

## **RULES OF PROCEDURE AND CODE OF CONDUCT OF CITY COUNCIL**

# TABLE OF CONTENTS

ARTICLE 1: Rules of Procedure.....	1
Rule 1. Meetings .....	1
Rule 2. Presiding Officer .....	1
Rule 3. Remarks and Debate.....	2
Rule 4. Order of Business .....	2
Rule 5. Motions.....	3
Rule 6. Suspension of Rules .....	5
Rule 7. Ordinances .....	5
Rule 8. Robert’s Rules of Order .....	5
Rule 9. Amending these Rules.....	5
ARTICLE 2: Code of Conduct .....	6
CHAPTER 1. Roles and Responsibilities.....	6
1.01. Whole Council .....	6
1.02. Council Pesident .....	6
1.03. Boards & Commissions Liaisons/Elections/Seating at Rostrum .....	6
CHAPTER 2. Internal Council Conduct.....	7
2.01. City Staff and the Public.....	7
2.02. Recording and Broadcasting Meetings .....	7
2.03. Placing Items on the Business Meeting Agenda.....	8
2.04. Requesting Work Session .....	9
2.05. Travel Policy & Expenditue Guidelines .....	9
CHAPTER 3. Council Conduct with City Staff .....	9
3.01. Direction to Staff for Projects .....	9
3.02. Requests for Information on Non-Agenda Items.....	9
3.03. Interaction with Staff .....	9
CHAPTER 4. Council Conduct with the Public.....	10
4.01. Public Meetings .....	10
4.02. Disruption of Public Meetings .....	10
4.03. Written Public Comment .....	10

APPENDIX A.....	11
APPENDIX B.....	14

## **ARTICLE 1: Rules of Procedure**

### **Rule 1. Meetings**

- A. **Regular Meeting.** Regular meetings of the city council shall be held at 7:00 p.m. on the first and third Monday of every month in the city council chambers unless otherwise noticed. If the first or third Monday falls on a city holiday or Christmas Eve or New Year's Eve, the regular meeting shall be held at 7:00 p.m. on the next Wednesday.
- B. **Work Session Meetings.** Work session meetings may be scheduled by the city council as needed. Beginning January 1, 2019, Work session meeting shall be held in council chambers.
- C. **Special Meetings.** A special meeting, or any change in the time or location of a regular meeting, may only be called by the mayor, council president or any two council members by notifying the city clerk. The city clerk shall notify each member of the council and notice the meeting pursuant to state and municipal law.
- D. **Quorum.** Four council members shall be a quorum for the transaction of business, but in the absence of a quorum, the members present may adjourn the meeting to a later date.
- E. **Telephonic Attendance at Meetings.** Any member of council may attend a meeting telephonically subject to the following conditions.
  - 1. The presiding officer, chief legal counsel, or chief administrative officer for the affected governing body determines that an in-person meeting is not practical or prudent because of a health pandemic or an emergency declared;
  - 2. All members of the city council participating in the meeting, wherever their physical location, can hear one another and can hear all discussion and testimony;
  - 3. Members of the public present at the regular meeting location of the body can hear all discussion and testimony and all votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration;
  - 4. At least one member of the body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration; and
  - 5. All votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

### **Rule 2. Presiding Officer**

- A. **Conduct of Meeting.** The presiding officer at all meetings of the council shall be the councilmember-at-large, also known as the council president, and, in the council president's absence, the presiding officer shall rotate as follows: ward one councilmember January and July, ward two councilmember February and August, ward three councilmember March and September, ward four councilmember April and October, ward five councilmember May and November, ward six councilmember June and December. . The presiding officer shall conduct the business and deliberations of the council under these rules. Specifically the presiding officer shall:



1. Preserve order and decorum in the council chambers;
  2. Observe and enforce all rules adopted by the council for its government;
  3. Decide all questions on order, in accordance with these rules;
  4. Recognize members of the council in the order in which they request the floor. No member shall be recognized and given the floor to speak on the same matter more than once until after all other members of the council have had an opportunity to be recognized and be heard.
  5. Retain the authority during public comment to determine whether a speaker's remarks fail to comply with these rules or exceed the scope of the designated forum. The presiding officer shall have the authority to suspend such person's right to speak, subject to the council's right to overrule such decision.
- B. Duties of the council president. The council president serves as the presiding officer of the city council.
- C. Absence of Mayor. In the absence of the mayor the council president shall be the acting mayor and shall have all powers of the mayor, except the power to veto.

### **Rule 3. Remarks and Debate**

- A. Speaking to the Motion. Council member remarks are limited to a total of eight minutes on each agenda item. Council members may forfeit their time to speak to another council member, this can be done without a vote. For purposes of this section asking questions of staff members, applicants or the public are not included in the number and time of speaking limitations.
- B. Interruption. No member of the council shall interrupt or argue with any other member while such member has the floor.
- Courtesy. Members of the council are reminded, in the discussion, comments, or debate of any matter or issue, shall be courteous in their language and demeanor and shall not engage in disorderly behavior, or make personal comments, derogatory remarks or insinuations in respect to any other member of the council, staff or public.
- C. Discipline. If a member of the council violates these rules, the presiding officer shall call such member to order, in which case such member shall be silent except to explain or continue in order. Any other member of the council may, under a point of order, call the presiding officer or other member to order. Additional discipline may include, but is not limited to, a verbal admonition, public reprimand, and expulsion from the meeting at which the conduct is occurring.
- D. Challenge. Any member of the council shall have the right to challenge any action or ruling of the presiding officer, or member, in which case the decision of the majority of the members of the council present, including the presiding officer, shall govern.
- E. City Staff. The city administrator and city attorney or their designees shall have the right to enter into a discussion of any matter coming before the city council. Other city staff may enter into a discussion through the city administrator or designee or when asked a direct question by a member of the council.

### **Rule 4. Order of Business**

A. Order of Business. The order of business shall be as follows:

1. Pledge of Allegiance
2. Open Comment Period
3. Call to Order/Roll Call
4. City Administrator Report
5. Mayor Report
6. Order of Agenda
7. Consent Agenda
8. Reports and Recommendations
9. Public Hearings
10. Council Initiated Actions
11. Ordinance Readings
12. Tabled Items
13. Other Business
14. Adjournment

B. Consent Agenda. All matters listed under consent agenda are considered to be routine by the city council and will be voted by one motion. There will not be separate discussion of these items. City staff shall have discretion on what items are placed on the consent agenda.

Any council member may have any item removed from the consent agenda for separate consideration without a second or a vote before voting has finished on the consent agenda.

### **Rule 5. Motions**

- A. Making a Motion. For an item to be brought to the floor a council member shall make a motion. Items shall be brought to the floor in the order of the agenda.
- B. Seconding a Motion. All motions must receive a second for action, except for a call for nominations, withdrawing a motion, a request for a roll call vote, and a point of order. If a second is made, the presiding officer will state the names of the respective council members making and seconding the motion. If a motion does not receive a second, it dies.
- C. Amending a Motion. Any council member may move to amend a pending motion. No more than two amendments may be made to a pending motion. The last amendment made shall be voted on first.
- D. Postpone to a Certain Date. This motion is used to delay consideration of an item until a specified date.
- E. Postpone Indefinitely (Table). This motion is used to delay consideration of an item until an unspecified date.
- F. Point of Order. Any council member may raise a point of order at any time. A point of order means that the council member is asking for a ruling on whether the rules of procedure are being followed. The point of order shall first be made to the presiding officer for a ruling. The member may appeal the presiding officer's ruling to the council, which may affirm or overrule the presiding officer's ruling by a majority vote of the council

members present. A point of order directed to the presiding officer or council does not require a second and is not subject to amendment.

- G. Reconsideration. No motion to reconsider a vote shall be in order except by a council member who voted on the prevailing side during the same or next meeting. Any member of the council shall have the right to change their vote at any time before final action is taken.
- H. Discussion on the Motion. Council may discuss a pending motion only after the motion has been moved and seconded.
- I. Calling the Previous Question. Any council member may call a vote on the motion (Calling the "Previous Question"). If a council member calls the question, the presiding officer shall allow the council members that have not spoken to the motion one chance to speak. The presiding officer shall then call for a vote, after which a vote shall take place.
- J. Approval or Denial. If a motion is made to approve any application or other action where the council has a quasi-judicial matter before it, and the council does not approve the motion, one of the council members voting no shall make a motion to deny the application, citing at least one legal reason for the denial. A council member may ask the city attorney or other staff to assist them in stating the reasons for denial.
- K. No Opposition. If the presiding officers determines there is no opposition to a motion, the presiding officer may ask if there is any objection to the proposed action. If there is none, the presiding officer shall announce the result. In this situation the action shall be done by unanimous consent.

#### Precedence of Motions

- A. Precedence of Motions. When a question is under consideration, no motion shall be entertained except as follows, such motions having precedence in order as stated:
  - 1. To adjourn. (Not debatable.)
  - 2. To remove an item from the agenda.
  - 3. To lay on the table.
  - 4. To call the question.
  - 5. To postpone to a date certain.
  - 6. To amend.
  - 7. To substitute.
  - 8. To postpone indefinitely.
  - 9. Main motion.
  - 10. Motion to reconsider.

### **Rule 6. Suspension of Rules**

No rule shall be suspended except by a two thirds vote of the council members present at the meeting. A motion to suspend a rule is not debatable. Vote on the motion to suspend may be by voice vote of the council, unless a member requests a roll call.

### **Rule 7. Ordinances**

Reading of ordinances shall be deemed sufficient by the reading of a brief synopsis of the title of the ordinance. A full reading shall not be required unless requested by any council member and a majority vote of the council members present.

### **Rule 8. Robert's Rules of Order**

Any questions of practice or procedure not provided for by these rules shall be governed by Robert's Rules of Order (newest revision).

### **Rule 9. Amending these Rules**

Amendments to these rules shall be made by a resolution and shall require a two thirds super-majority vote by the council members present.

## **ARTICLE 2: Code of Conduct**

### **CHAPTER 1. Roles and Responsibilities**

#### **1.01. Whole Council**

The council as a whole is a policy making board and as such, it is not the duty of the council to administer the day to day operations of the city. Many items will come before council as required by city ordinance, but many issues are more discretionary in nature. It is important that the council and the city staff work together to differentiate between administrative duties which are relevant to staff, and those decisions which are of a policy-making nature and should come before council. All council members, including those serving as presiding officer, have equal votes. No council member has more power than any other council member, and all should be treated with equal respect.

#### **1.02. Council President**

In addition to Section 1.01, the council president presides over official council meetings.

#### **1.03. Boards & Commissions Liaisons/Elections/Seating at Rostrum**

**1.03(A).** The selection of liaison positions by council members to city boards and commissions and the selection of seating of council members at the rostrum are handled at the first meeting when a new council is seated. Council shall select the seating of council members at the rostrum prior to the selection of liaison positions by council members to city boards and commissions.

**1.03(B).** The selection of council members to liaison positions to city boards and commissions shall be by rotation of council members beginning with those council members with the most consecutive years of service as a council member then reverse the order for the next rotation until all liaison positions to all city boards and commissions have been filled. The priority of those members with equal years of consecutive service shall be determined by the lower number ward. Council members previously appointed to a board or committee because of their title by resolution, ordinance or state law may continue to serve on the board or committee.

**1.03(C).** The seating of council members at the dais shall be by council ward number. The council president shall be in the middle. The seat furthest to the right of the council president shall be the ward one representative with the ward two representative next.

**1.03(D).** A council liaison to a city board or commission should serve in an advisory capacity and as a point person to keep the council informed of the activities of the board or commission. The liaison should not attempt to influence the votes of city board and commission members and should only vote if the liaison is an official voting member. The position of an official voting member shall be identified in the introductory documents provided to the council member in the orientation material.

### **CHAPTER 2. Internal Council Conduct**

It should be generally understood that the council exists to work in the interest of the public. The council should strive to work as a team in achieving the best outcome for the community. The council should conduct business in a civil, efficient and cooperative manner with other members of council and city staff. It is incumbent upon council members to listen to one another and give full opportunity for all viewpoints to be heard. All disagreements should be handled in a civil fashion.

## **2.01. City Staff and the Public**

**2.01(A).** Public decision-making must be fair and impartial and shall not be discriminatory on the basis of those protected classes, outlined in federal, state, and city laws and ordinances. It is the policy of the City of Rochester that its elected officials and advisory board members conduct business and operate in a manner that is free from illegal discrimination on the basis of race, color, creed, religion, national origin, sex, disability, age, marital status, sexual orientation, being a member of a local human rights commission, receiving public assistance and familial status, both internally and in the relationships of the elected officials and advisory board members with their constituencies.

## **2.02. Recording and Broadcasting Meetings**

**2.02(A).** All regular business meetings and special business meetings of the city council are public meetings under the provisions of the Minnesota Statutes. Executive sessions of those meetings may exclude the public from attendance, provided that the statutory mandates are met in announcing the meetings and conformance with the requirements during the meetings has occurred. Minutes of all meetings of the city council are required to be made and retained by the city clerk. Minutes of regular business meetings and special business meetings, excluding the executive sessions, will be made available to the public following approval of the minutes by the council. Each of the council meetings is to be recorded, and the minutes are created from those recordings.

**2.02(B).** In addition to the recordings of the regular business meetings, there is a broadcast of the meetings, and a recording of those broadcasts. The broadcasts are transmitted in real time on the Public Access Channel over the cable television network provided in the city, and beyond. In addition to the live broadcast on the cable channel, a video recording of each meeting is made available to the public through the city's internet website. Each entire meeting is recorded as hereinafter specified.

**2.02(B)(i).** Regular Business Meetings and Special Business Meetings. Regular business meetings and special business meetings, including emergency meetings, shall be recorded from the opening of the meeting to adjournment. An interruption of the recording may occur during a recess to executive session. Further business may be conducted by the council following the executive session. The broadcast recording will follow the same time frame of recording.

**2.02(B)(ii).** Emergency Meetings. Audio recording of special meetings shall be made by the city staff unless such is not available due to emergency conditions. In the instance that recording is not available, written minutes of the meeting shall be made by the city clerk, or other available staff members.

**2.02(B)(iii).** Executive Sessions. Executive sessions of any council meeting shall be audio recorded by the city clerk, regardless of whether the clerk remains for the session or not. The recording shall be sealed by the city clerk and retained in the city clerk's records. Such recording shall be unsealed only upon receipt of a valid court order requiring the recordings to be unsealed. The order received shall be retained by the city clerk together with the recording.

**2.02(B)(iv).** Regular business meetings and work session meetings will be available to the public via video streaming.

### **2.03. Placing Items on the Business Meeting Agenda**

**2.03(A).** Generally, the business agenda for each meeting will be generated by city administration, with the items being suggested by staff.

**2.03(B).** A council member may request an item be considered on a future agenda by submitting a council initiated action form to city administration, along with a second to the proposal by another council member. In order to allow sufficient time for council to review and city staff to research the matter, the request should be submitted at least ten days prior to the meeting for which the item is requested to be placed on the agenda. The requesting council member shall submit to the clerk within the ten day period all written material for submission to the council.

**2.03(C).** The mayor may request an item be considered on a future agenda by submitting a request to city administration at least ten days prior to the meeting for which the item is requested to be placed on the agenda under reports and recommendations. The mayor shall submit to the clerk within the ten day period all written material for submission to the council.

**2.03(D).** Any board or commission of the city may request an item be considered on a future agenda, under reports and recommendations, by majority vote of the board or commission. The staff person advising the board or commission shall work with the city administration to place the item on the agenda and shall submit all written material to the clerk at least ten days prior to the meeting.

### **2.04. Requesting Work Session**

A council member may suggest an item or topic be presented in a work session meeting to acquire information. Such item shall be scheduled for a work session meeting provided a second to the proposal is received from another council member.

### **2.05. Travel Policy & Expenditure Guidelines**

Council members shall be subject to the same travel policies and expenditure guidelines as city employees. .

## **CHAPTER 3. Council Conduct with City Staff**

### **3.01. Direction to Staff for Projects**

Direction is given to the city staff to pursue items that generally impact the public policy of the city by determining that there is little or no opposition during a work session, or through a direct binding majority vote of the body at a special or regular business meeting. Once direction is given to the city administrator in one of these ways, that individual shall determine who shall carry out the duty, or advise the council if the city needs additional city staffing to carry out the task. City staff, including the direct employees of the council (which are the administrator and attorney), are under no obligation to pursue items for only one council person. If a council member wishes to ask the city staff to work on an issue, they must have either received the consent of the council by determining that there is little or no opposition during a meeting or have a second on a motion to introduce legislation.

### **3.02. Requests for Information on Non-Agenda Items**

City staff is hired to carry out the day to day business of operating the city. Council should keep this in mind when requesting information or asking to perform these functions. Generally, all interactions with staff members should flow through the city administrator. If a council member is asking for information from city staff that will require more than thirty minutes of city staff time to collect or research a problem, or prepare a response the request will need to be approved by city council to ensure that city staff resources are allocated in accordance with overall council priorities.

### **3.03. Interaction with Staff**

It is not appropriate for council members to admonish city staff when disagreeing with the information brought forth for presentation to the governing body. Concerns should be taken up with the city administrator, and if there is deemed to be an issue that needs to be addressed by the whole council, it will be brought forth. In any event, there shall be no personal attacks on city staff.



## **CHAPTER 4. Council Conduct with the Public**

### **4.01. Public Meetings**

Making the public feel welcome is an important part of the democratic process. Handouts for the public on council meeting procedures, and guidelines for addressing city council, are outlined in Appendix A and B and shall be followed at all times. Recognizing that the actions of each council member impact the public perception of the whole council, council members shall strive to treat the public with respect.

### **4.02. Disruption of Public Meetings**

Any member of the public will be allowed to appear and speak before the city council during the open comment period and during public hearings, subject to time limitations addressed in Appendix A, unless the member of the public disrupts or otherwise impedes the orderly conduct of any council meeting, hearing, or other proceeding of the council such as using threatening or obscene language, personal defamatory statements, indecent or threatening behavior, or violent actions. If, after receiving a warning from the presiding officer, a person persists in such conduct or otherwise disrupting the meeting, the presiding officer, pursuant to the rules adopted by council, may expel and direct the member of the public to leave the meeting. Any council member may appeal the order of the presiding officer and upon a majority vote of the council such order of the presiding officer may be set aside. Such vote is undebatable. Such person may be readmitted at a future meeting as long as there are not further disturbances or disruptions by such person at that public meeting. Nothing herein shall limit or restrain negative, positive or neutral comment about the manner in which an individual employee, officer, official or council member carries out the council member's duties in public office or employment.

**4.02(A).** To observe the order and decorum of city council meetings, the volume on all electronic devices including but not limited to cellular telephones, pagers or computers should be turned off or set to vibrate.

### **4.03. Written Public Comment**

Interested parties, or their authorized representatives, may address the council through written communication with regard to any matter concerning city business or over which the council has control, or by addressing the city clerk, who shall distribute the written communication to council members. Written communication may also be submitted to the city council through electronic correspondence.

## APPENDIX A

### CITY OF ROCHESTER, MN COUNCIL MEETING PROCEDURES

#### WELCOME TO A MEETING OF THE ROCHESTER CITY COUNCIL

The city council welcomes you to this meeting and invites you to participate in matters before the council. When meeting in the Council Chamber, members of the council are seated at the rostrum and each has a nameplate for recognition. City staff members are seated on the side of the rostrum. The council meets the first and third Monday of each month at 7:00 p.m. in the Council Chamber and holds work session meetings as needed, typically every Monday at 3:30p.m., as well as other meeting dates when required.

#### AGENDA FOR COUNCIL MEETINGS

Meeting agendas are available just prior to, or during the meeting, and are placed near the door to the Council Chamber. Copies may be picked up in the city clerk's office without charge or downloaded from the city's website.

#### COPIES OF AGENDA ITEMS

Agenda items may be downloaded from the city's website. Any writings distributed during a public meeting will also be available for public inspection at the meeting if prepared by city staff or a council member, or after the meeting if prepared by someone else.

#### PUBLIC PARTICIPATION

The council welcomes suggestions and comments which help meet the needs of the city and improve its operation, and also welcome questions which may clarify its responsibilities or its decisions. Set forth below are procedures for addressing the council. You may stand or raise your hand until recognized by the presiding officer. Please step to the lectern and microphone when addressing the council.

#### IDENTITY OF SPEAKERS

The presiding officer will ask each speaker to write the speaker's name on a sign-up sheet so they are correctly recorded in the minutes. The presiding officer will ask each speaker to state the speaker's name to introduce themselves before speaking.

#### SPECIAL PRESENTATIONS

Special presentations which include slides, films, etc., will be scheduled prior to the beginning of a council meeting. Arrangements must be made in advance with city administration at least one week prior to a meeting in order that the presentation may be noted on the agenda and advance notice provided to members of the council, news media and other interested persons. Special presentations during the course of a meeting will only be allowed with the prior approval of the council. Special presentations shall be limited to fifteen minutes in length.

### WRITTEN MATERIAL

Any person providing written or other material to city council at a meeting shall provide the material to the city clerk, who will then disseminate the material to council members and staff as necessary and retain a copy for the official city records.

### DISABILITY ACCOMMODATION

City council meetings are open to the public. Requests for accommodations from persons with disabilities must be made to the city administrator's office at least 24 hours in advance of a meeting. The city administrator's office may be reached at 507-328-2000. Anyone who has difficulty hearing the proceedings of a meeting may be provided with a portable listening device by requesting one from the city administrator's office. The device works directly from the public address system, and the listener can hear all speakers who are using a microphone. Anyone who is hearing impaired and requires the services of an interpreter to observe or participate in a meeting should contact the city administration office within seven days prior to the date of the meeting.

### MICROPHONES

City council meetings are recorded and/or televised when held in the council chamber. In order for the audience to receive a clear audio signal, it is essential that members of the audience use the lectern microphone when addressing the council.

### TIME LIMITS

The open comment section of the agenda is limited to 15 minutes and each speaker is limited to four minutes. The City Clerk shall place a sign-up sheet outside of the Council chambers and speakers will be asked to speak in the order they signed up to speak. If a speaker addresses the council during open comment period at the first meeting of the month, and wishes to speak at the second meeting of the month, that speaker shall be allowed to speak after the speakers who had not spoken at the prior meeting and their time shall be limited to two minutes.

For all open comments, the presiding officer shall monitor a timer. The timer will display a green light to start. The timer will change to yellow when the speaker has one minute left. The timer will display read when the speaker's time has expired.

Public hearings will start with the applicant presentation for up to ten minutes. Other speakers are allowed to speak once during the public hearing for five minutes. The applicant is provided a five minute rebuttal after all other members of the public have spoken.

### ELECTRONIC DEVICES

To observe the order and decorum of city council meetings, the volume on all electronic devices including but not limited to cellular telephones, pagers or computers should be turned off or set to vibrate.

### EXECUTIVE SESSION

A description of the items, if any, to be discussed in executive session will be listed on the agenda.

## MINUTES


Official minutes of council meetings are prepared and kept by the city clerk and are reviewed and approved by the city council (usually at the next regular meeting). Copies of approved minutes are available at the city clerk's office or on the city's website.

## **APPENDIX B**

### **GUIDELINES FOR ADDRESSING THE COUNCIL**

1. Persons attending a city council meeting may address the council during the period of time specified on the agenda.
2. Presentations concerning agenda items will be heard only upon approval by the presiding officer.
3. An individual wishing to address the council should approach the lectern; wait to be acknowledged by the presiding officer to speak, and clearly state the speaker's name before making general remarks.
4. All remarks should be directed to the presiding officer. The presiding officer may wish to refer any questions to the proper council member or to city staff.
5. Productive public comments should not include threatening or obscene language, personal defamatory statements, or any disorderly conduct that impedes, disrupts or disturbs the orderly conduct of any meeting, hearing or other proceeding.
6. Large groups are encouraged to express their views through a single spokesperson rather than individually. Individuals should observe the time limit when speaking. The council may vote to suspend the rules and allow more time for a public comment upon a 2/3 vote.
7. Comment cards may be used for items when extensive public participation is anticipated. Individuals who wish to give comments should submit a completed card to the city clerk. The presiding officer will call the person forward when it is the speaker's turn to speak. If a person does not want to speak, a written statement can be submitted on a comment card.
8. To maintain order, applause or other unnecessary disturbances are not allowed unless permission is given by the presiding officer.
9. Petitions should be presented to the city clerk.
10. Members of the audience are encouraged to speak before the council during the designated times but they cannot make motions or otherwise participate in the meeting

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  <b>COUNCIL DIRECTIVE</b>	Adopted: <b>2001</b> Revised: <b>6-13-12,</b> <b>5-13-15, 11-30-16,</b> <b>8-22-18</b>	<b>Number: CD-COUNCIL-2.5</b>
	Mayor:	City Administrator:
	<b>For: City Council and Commissions</b>	
	<b>Subject: City Council and Advisory Commission Roles and Guidelines</b>	

PURPOSE

The purpose of the document is to outline the main roles, duties, and authority of the City Council (Council) and Advisory Commissions (Commissions). This document also establishes general guidelines for decorum of the governing bodies such as proper procedure during meetings, best practices to represent Council and the community, and other state and local laws that apply.

POLICY

**A. City Council Role and Authority**

The five-member City Council is the chief governing body of the City whose responsibility it is to see that the City is properly exercising its functions, fulfilling the duties law imposes, overseeing the organization's financial affairs and selecting the City Administrator, and not exercising powers which it does not legally possess.

The City Council, as a body, has the following major areas of authority and responsibility. These are:

1. Selecting the City Administrator
2. Focus on policy and outcomes ensuring that the strategic direction leads the city to the desired outcome
3. Setting and interpreting rules governing its own proceedings,
4. Exercising all the statutory powers of cities,
5. Legislating for the City,
6. Directing the enforcement of City ordinances,
7. Appointing or hiring non-seasonal or non-temporary personnel,
8. Overseeing the City's financial operations and adopting the annual budget,
9. Appointing members of the boards, commissions, committees, chairs and task forces conducting the City's inner and regional governmental affairs,
10. Protecting the general health, welfare and safety of the City and its inhabitants
11. Serving as the Economic Development Authority (EDA) and the Housing and Redevelopment Authority (HRA), and
12. Providing community leadership and vision

The most important single responsibility of individual Council Members is participation and voting at City Council meetings and workshops. As individuals, Council Members have no individual administrative authority; they cannot direct staff or otherwise supervise City employees unless the Council specifically directs them to do so. Staff's respective duties are to Council as an entity. No one Council Member has any right to privileged information, or the direction of staff analysis, research or action apart from the group. As a Council, however, Council Members should devote their official time to issues of basic policy and to acting as liaisons between the City and the general public. Council Members should be concerned, not only with the conduct of current affairs, but also with the future development and welfare of the City.

## **B. Affirmation of Expectations**

The Council seeks to establish commonly held expectations and to clarify roles and procedures to further Council and staff effectiveness. These various initiatives are to not suppress the dynamic engagement which is so valuable to policy development. The Council is committed to a set of behavioral expectations, intended to create a high level of trust, creativity, and productivity. These include:

1. Staying focused on top priority and strategic goals, rather than becoming reactive,
2. Engaging in proactive, on-going communication which avoids unnecessary surprises,
3. Seeking common ground and coming together, avoiding the fueling of controversy or anxiety,
4. Focusing on others' actions and avoiding speculation about their intentions,
5. Building trust by being transparent, ethical, and acting with integrity,
6. Engaging in and encouraging direct communication,
7. Maintain confidentiality of all closed session materials and discussion,
8. Assuming good intentions and asking about intent, and
9. Respecting all citizens and all members
10. Read packets ahead of time and, when possible, provide the City Administrator advance notice about questions for staff before the meeting
11. Participate in all issues, not just select matters of personal interest
12. Voting after council discussion
13. Debate and disagree, without fighting and with keeping it to the issue at hand
14. Remember that council makes policy and sets direction, and staff manages the operations and implements Council actions

There are also expected activity levels of Council Members in addition to attending additional meetings, training, activities and events as part of the fulfillment of their duties. Some of these are:

1. City Council Orientation: Setting the information foundation of a Council Member is important. Therefore, for each new Council Member, a detailed orientation plan should be completed and fulfilled within the first year of office.
2. City Council Meetings: Council Members are expected to be present and on time at all noticed meetings of the City Council. Absences from Council meetings should be identified as soon in



advance as possible and communicated to the City Administrator to assure a quorum and necessary voting numbers are present for any given action before the Council.

3. Council Liaison: Each Council Member will be assigned meetings through the year that they are expected to attend on behalf of the City Council. Information from these meetings that might be of interest to the other Council Members should be reported at the end of the monthly City Council workshop meetings under “Mayor and City Council Comments and Commission Liaison Updates.”
4. Additional Meetings: There are a number of meetings outside the normal meeting schedule that it is important for Council Members to attend. Some of them are:
  - City Council/Advisory Commission Kick-off event
  - Groundbreaking and grand openings of City facilities
  - Joint meetings with other public entities
  - One-on-one meetings with the City Administrator as established
  - Development Tour
  - Emergency Management Training

### **C. Advisory Commission Role and Authority**

Advisory Commissions have a primary role to advise the City Council in the creation and evolution of City policies and procedures. In particular instances, governing bodies may facilitate public participation in order to fully develop a recommendation to the City Council.

City staff members are available to provide general assistance to Advisory Commissions. Advisory Commissions are not involved in the administration or operation of City departments. Commissions may not conduct major studies, or establish official policy without the approval of the City Council.

Despite Commissions’ differing tasks, all share some basic responsibilities. Members need to stay informed on subjects of interest to their specific commission. Conscientious attendance is also a fundamental responsibility, as irregular attendance lessens one’s ability to study all aspect of items under consideration.

### **D. Non-Participation in Administration**

The City Council has an important oversight and fiduciary responsibility and must develop processes to ensure accountability. Central to an understanding of the role of Council Members is a confirmation of an appropriate relationship with staff. Members of the Council shall refrain from becoming directly involved in the administrative activities of the City and shall not intrude into those areas that are exclusively the responsibility of staff. Individual Council Members may not intervene in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the Council as a whole. Neither an individual Council member nor any Commission member shall give direction or orders to any staff member.

The Council shall work with City staff through the City Administrator or his / her designee. The City Administrator may choose to establish formal or informal norms for routine Council or Commissioner staff interaction.

## **E. Agendas**

Council and Commission agendas shall be established by the City Administrator or his / her designee. Future agenda items requested by a Council Member or Commission Member shall be discussed during a regular and/or workshop meeting and will be determined by the majority of the Council or Commission.

In order to focus the Council meetings on consideration of policy issues and to maintain an open forum for public discussion, questions which focus on the policy aspects of agenda items should be at the Council meeting rather than administrative details. Any clarifications or technical questions that can be readily answered should be handled before the meeting. Council Members are encouraged to submit their questions on agenda items to the City Administrator as far in advance of the meeting as possible so that staff can be prepared to respond at the Council meeting.

## **F. Communication**

1. **E-mails:** All e-mails sent through the City server shall be saved per the City's data retention policies. Each Council Member shall be assigned a unique City e-mail address for City-related e-mail communication. It is strongly advised for Council Members to exclusively use this address for their City business e-mails. Use of personal email for City business could create government data to their personal account subjecting them to retention laws and possibility of discovery if the City receives a data request.

Council Member e-mail communications should be directed either to the City Administrator or to a department head, copying the City Administrator. General electronic communications related to the specific functions of the City Clerk (i.e. scheduling of meetings, record retention, data practices, research, etc.) and the Communications Coordinator (i.e. composing of various items such as articles for the newsletter, press releases, and general correspondence) following positions, may be directly e-mailed, copying the City Administrator.

Council Member communication may not copy more than one other Council Member in their correspondence, nor should e-mail messages be forwarded on from one member to another so as to create a "walking quorum." E-mails to Council Members from the public should be done through the [council@woodburymn.gov](mailto:council@woodburymn.gov), which will be shared with all members of the Council.

Advisory Commission members will not receive a City e-mail address. Commissioners should direct all their communications to their Commission staff liaison.

2. Written correspondence: The City Clerk or assigned staff shall open up incoming mail for the Mayor, Council Member and Commission Members (unless it is labeled personal and confidential) and disseminate these materials. The City Clerk or assigned staff is authorized to provide copies of Council Members' correspondence to pertinent staff members. General correspondence addressed to Council Members shall be opened and distributed to all Council Members as appropriate.
3. Text messages/social media correspondence: All electronic communications from Council to staff or from Council to the public should utilize a City issued address.
4. The City logo, insignia and brand can only be used for City business and not for political or personal purposes.
5. Prior to interviews with the press, Council Members will inform the City Administrator or designee to coordinate message points.
6. Speaking for the City: When Council Members are requested to speak to groups or are asked for the City Council's position on an issue (verbal or written), the response should reflect the position of the City Council as a whole. A Council member may clarify his/her vote on a matter by stating, for example, "While I voted against X, the City Council voted in support of it." When representing the City at meetings or other venues, it is important that those in attendance gain an understanding of the City Council's position rather than that of an individual member.

## **G. General Meeting Guidelines**

During meetings, members shall preserve order and decorum and shall obey the rules of the governing body. Governing bodies are expected to conduct meetings implementing Robert's Rules of Order (11<sup>th</sup> edition). Discussions shall be conducted in an orderly fashion. Private conversation between members during meetings is inappropriate. Members also should not privately communicate with any member of the public, including other governing body members and staff via electronic means during a public meeting. As much as possible, or practical, members should provide City staff questions in advance of a meeting that may entail research and preparation for items on the forthcoming agenda.

A member once recognized, shall not be interrupted while speaking unless called to order by the chair, or the speaker chooses to yield to questions from another member. All members shall accord the utmost courtesy to each other, to City employees and to the public appearing before the body. Members shall also refrain at all times from rude and derogatory remarks. Members shall confine their remarks to the issues before the body and shall not attempt to revisit or reopen issues already addressed and settled with one exception: a member of the prevailing side on an issue may move for formal reconsideration of that issue.

Citizens and staff attending meetings shall also observe the same rules of propriety, decorum and good conduct applicable to Council/Commission Members. Any person making personal,

impertinent, or slanderous remarks or anyone who becomes boisterous while addressing the body or while attending the meeting shall be asked by the Mayor/Chairperson to conduct themselves properly, and if they fail to do so shall be asked to leave the room.

If the governing body conducts public hearings, members shall not express their views on a proposal until after a public hearing is closed. Members' comments and questions shall not suggest a position. After a public hearing is closed, members shall be invited to discuss their views on the proposal. Members shall apply City Council and Advisory Commission Guidelines and Practices to achieve win-win solutions whenever possible.

Outside of deliberations, it is a member's responsibility to present views and recommendations representing the governing body as a whole. Members expressing views not represented by the majority of the body shall identify them as such.

Public statements shall not include promises that may be construed to be binding on the City, governing body or staff. When making a public statement, members shall indicate that Commission actions are recommendations and that final action will be taken by the City Council. Additionally, members of a governing body shall follow the guidelines on electronic communications CD-COUNCIL-2.7.

Public officials and representatives on governing bodies shall follow Minnesota State Statute 10A.07 Conflicts of Interest and Minnesota State Statute 10A.09 Statements of Economic Interest.

The success or failure of a governing body's efforts may be dependent upon the degree of cooperation evident among the individual members of the body; therefore, members shall work to establish a good relationship with each other.

Each member shall keep in mind these important points:

- Show respect for another's viewpoint.
- Allow others adequate time to fully present their views before making comments.
- Be open and honest.
- Make new members feel welcome and help them become acquainted with their duties.
- Comments are confined to the current issue or policy, not to the person who made other comments
- Refrain from speaking a second time until everyone has spoken a first time
- No verbal attacks of other members
- No side conversations
- Pay attention (avoid use of any personal technology devices)
- Speak directly and openly to one another
- Support Council decisions

Members shall not vote on, nor participate in the discussion of, issues in regard to which the member has a conflict of interest. Conflict of interest is generally defined as having a personal financial

interest in the outcome. Further information can be obtained from the City Attorney by contacting the City Administrator.

Members are also expected to consider issues in terms of the good of the City as a whole and should, as much as possible, be perceived as considering issues on this basis. To this end, members are requested to publicly disclose any relationships to parties involved in an issue or possible perceived conflicts which might be viewed as impacting their ability to objectively consider an issue before them.

#### **H. Requests for Information/Analysis**

City Council requests for information should be made through the City Administrator, according to protocol for channeling communications. Any request that requires a significant amount of staff time to research a problem or prepare a response may be referred to the full Council for direction to ensure that staff resources are allocated in accordance with overall Council priorities.

Commission requests for information will be made to the designated Commission staff liaison. Requests requiring a significant amount of staff time to research a problem or prepare a response may be referred to the full Commission for direction to ensure that staff resources are allocated in accordance with overall Commission priorities as directed by the Council.

#### **I. Conflicts of Interest**

State laws regarding ethics and conflicts of interest are some of the most important for Council Members to be aware of and follow. Essentially, these laws prohibit any Council Member from voting on any question that is brought before the Council in which he/she is personally involved, or has an incompatible occupational or financial interest. Due to both the complexity of these laws and the significant consequences if violated, it is highly suggested that Council Members discuss with the City Attorney potential conflicts who shall consult the City Administrator.

#### **J. Discrimination**

The City of Woodbury does not discriminate on the basis of race, color, national origin, sex, religion, age, sexual orientation or disability in the admission or access to, or treatment or employment in, its programs, activities, or services. Members of a governing body must adhere to this City policy as well as City policies regarding non-discrimination, harassment or inappropriate behavior.

#### **K. Gifts**

All local officials in the State of Minnesota, including appointed commissioners, are required to adhere to Minnesota Statute 471.895.

Non-adherence to these guidelines may be subject to review by the City Council.

Council Directive  
CD-COUNCIL-2.5  
City Council and Advisory Commission Roles and Guidelines  
Page 8 of 8

**Resolution Adopting CD-COUNCIL-2.5 Council Roles and Guidelines**

Resolution No. 12-79

Resolution No. 15-91

Resolution No. 16-193

Resolution No. 18-136

During the July City Council workshop, staff shared the guidelines used by the City of Lake Elmo for setting the agenda for City Council meetings. The guidelines are below with modifications suggested to fit Falcon Heights.

#### **§ 31.04 ORDER OF BUSINESS AT REGULAR MEETINGS.**

(A) *Order established.* Each meeting of the Council shall convene at the time and place appointed for the meeting. Council business shall be conducted in the order determined by the Council at its first annual meeting or as thereafter amended by the majority vote of the Council.

(1) *Order of business.* The standard order of business for Council meetings shall be the following:

- (a) Call to Order/Pledge of Allegiance;
- (b) Approval of agenda;
- (c) Approval of minutes from past meeting(s);
- (d) Public comment;
- (e) Presentations;
- (f) Consent agenda;
- (g) Regular agenda;
- (h) *Report of the Council.* Council reports will not be part of the order of business for meetings falling 3 months before a local election;
- (i) Reports from city staff; and
- (j) Adjourn.

(B) *Agenda.* An agenda will be prepared for all regular Council meetings by the staff or recommendation of the Council at a work session. Members of the public wishing to place an item on the agenda must do so by contacting city staff or Council Members, or by speaking during the public comment period. No member of the general public may add any items to the agenda.

(1) *Special meetings.* When a special meeting is called pursuant to applicable law, the agenda for the special meeting must be included in the request for the meeting and in the publication of the notice of the meeting pursuant to M.S. § 13D.04, Subd. 2.

(2) *Agenda procedures.* Any staff member, the Mayor or 2 Council Members wishing to add an item to any agenda pursuant to this section shall do so by complying with the following:

(a) All requests from Council to place an item on the posted agenda must be received by the City Clerk/Administrator by 10:00 a.m. 11 days prior to the next Council work session meeting. For a regularly scheduled Tuesday work session, the deadline for agenda items would be 10:00 a.m. on the Friday preceding packet completion. All requests from the Mayor or Council must first be reviewed at a Council work session before being placed on the agenda of a regular meeting.

(b) All requests to place an item on the posted agenda must be on the form prescribed by the City Clerk/Administrator. The form shall be completed with the goal of clearly describing the subject matter to be considered by the Council and any action requested or required. Supporting information may be attached to the form as necessary.

(c) All requests to place an item on the posted agenda by city staff or Council Members must be reviewed by the City Clerk/Administrator or their designee prior to being included in the agenda.

(d) The agenda, along with all related information materials, will be provided to all City Council Members and the City Attorney at least 4 days prior to the Council meeting for which it

applies. For a regularly scheduled Tuesday meeting, the packet will be provided by 5:00 p.m. the Thursday preceding.

(C) *Consent agenda.* A consent agenda may be used to improve the efficiency of meetings. The consent agenda allows the Council to consider several items at 1 time. Only 1 motion is necessary to approve all items on the consent agenda.

(1) Items that require findings of fact or an explanation of Council actions, such as land use matters and the consideration of licensing requests, should not be placed on the consent agenda.

(2) An item on the consent agenda may be removed from such agenda for full consideration by the Council upon request made by any Member of the Council. Items removed from the consent agenda will be placed on the regular agenda for discussion and consideration.

(D) *Presentation, discussion and agenda item decisions.* The following is the order of business for presenting and discussing items on Council agendas:

(1) Introduction of item;

(2) Report by staff or other presenter;

(3) Questions from Council Members to the presenter in a round robin manner. The presiding officer will facilitate the round robin process by asking each individual Council Member for 1 question and allowing for a response to the individual question. Then the presiding officer will ask the next Council Member, in sequence, until all Council Members have asked and received responses to a question. No Council Member shall take more than 3 minutes to ask a question or comment on an item which is being presented before another Council Member has a turn to question and comment on the same item;

(4) Receive questions/comments from the applicant/requesting party to the Council, and allow each Council Member to respond in the round robin process;

(5) Allow questions from Council Members to the applicant/requesting party, if applicable, using the round robin process;

(6) Allow questions/comments from the public to Council Members. Each member of the public shall state his or her comments in 6 minutes. Council shall not interrupt or interact until all public comments are completed;

(7) At the conclusion of the round robin process, the presiding officer calls for a motion or discussion among the Council. Discussion on any presentation shall be kept to a minimum, and each Council Member shall only speak twice on the issue. This action is not an indication that the motion on the table is the motion that will be approved in its current form. It is purely for discussion purposes;

(8) Discussion among Council Members using the round robin process with each Member speaking no more than twice on a motion;

(9) Action by the Council on the motion.

(E) *Meeting schedule.*

(1) Each meeting of the Council shall convene at the time and place appointed. All public hearings shall commence at the advertised time.

(2) Council business shall be conducted in the order of the prepared agenda, unless an alteration is approved by a majority of the Council.

(3) The last item on the agenda will be commenced no later than 12:00 a.m.

(4) If all business has not been completed by 12:00 a.m., the meeting shall be continued to another date and time following the notice provisions contained herein.

(F) *Public participation and comment at Council meetings.* Council meetings are the forum for the Council to conduct the city's business. While Council meetings are open to the public



pursuant to the Minnesota Open Meeting Law, they are not a forum for public expression. As such, members of the public are not allowed to participate in Council discussion and debate without a specific invitation and/or formal recognition by the presiding officer. Members of the public shall not applaud, engage in conversation, or engage in other behavior through words or actions that may disrupt the proceedings of the Council.

(G) Members of the public shall follow the direction of the presiding officer. Members of the public who do not follow the direction of the presiding officer will be warned that further disruptive conduct will result in removal from the meeting. After such warning, if the conduct continues, the presiding officer may ask the member of the public to leave the meeting room. If the member of the public refuses to follow the direction of the presiding officer, the presiding officer may direct the sergeant-at-arms to remove the person through any lawful means. In emergency situations, or where the conduct is an egregious threat to the safety of the public or the Council, a warning is not necessary before the sergeant-at-arms is directed to remove the person.

(H) *Public comment period.* A limited forum for members of the public to speak with the Council is provided on each agenda. Public comments during the public comment period are subject to the following limitations:

(1) Speakers must be recognized by the presiding officer before speaking and are limited to 6 minutes for comment;

(2) When multiple speakers appear to speak on the same topic, comments should not be repetitive. The presiding officer may request speakers to appoint a spokesperson;

(3) The presiding officer may place a time limit on the public comment period if necessary to allow for the conduct of city business. If there is not sufficient time at the meeting to hear all public comments, the comment period may be deferred to the next regular Council meeting or at a continued meeting;

(4) Speakers must sign up prior to speaking and provide their name, address, and a brief summary of the subject matter which they wish to address. The sign-up sheet will be available at the start of the City Council meeting;

(5) Speakers must direct their remarks toward the presiding officer;

(6) Speakers shall not use obscene, profane, insulting, or threatening language, nor conduct themselves in a threatening, loud, or boisterous manner that disrupts the conduct of the meeting or the security of the public;

(7) Speakers are required to follow the direction of the presiding officer; and

(8) The Council will generally not respond at the same meeting where an issue is initially raised by a member of the public. Generally, the matter will be referred to staff for further research and possible report or action at a future Council meeting. If Council responds, Council shall not interrupt or interact until all public comments are completed.

(I) *Public hearings.* Public hearings are sometimes required by law to allow the public to offer input on Council decisions. Unlike public comment periods, public hearings allow the public to speak on a matter currently before the Council. When public hearings are required by law, notice shall be provided as required by state statute. Public hearings shall be commenced at the time advertised in any notice required by law.

(1) *General procedure/or public hearings.* The order of business for all public hearings conducted by the Council shall be:

(a) Opening comments by the presiding officer announcing the purpose of the public hearing;


- (b) The presiding officer opens the public hearing portion of the meeting;
- (c) Staff presentation, if any (i.e., Administrator/Clerk, Attorney, Engineer, etc.);
- (d) Developer/other presentation, if any;
- (e) Public comment (all individual comments limited to 6-minute maximum);
- (f) The Clerk/Administrator shall make note of any submitted written testimony; and
- (g) The presiding officer formally closes the public hearing portion of the meeting.

(2) Speakers who wish to address the Council at a public hearing must follow the same rules as contained herein for public comment periods. The presiding officer may allow more time, where appropriate.

(3) Speakers may also provide written comments to the Council before or at the meeting. Written comments shall be noted and provided to the Council and to anyone else as required by law.

(4) The presiding officer may continue the hearing, if necessary, following the procedures for continuing a meeting contained in this section.

(5) Council shall not interrupt or interact until all public comments are completed. (1997 Code, § 200.01) (Am. Ord. 97-201, passed 11-20-2007; Am. Ord. 08-133, passed 4-5-2016; Am. Ord. 08-143, passed 7-5-2016; Am. Ord. 08-150, passed 8-16-2016; Am. Ord. 08-164, passed 1-3-2017)

  <b>COUNCIL DIRECTIVE</b>	Adopted: <b>2001</b> Revised: <b>6-13-12,</b> <b>5-13-15, 11-30-16,</b> <b>8-22-18</b>	Number: <b>CD-COUNCIL-2.5</b>
	Mayor:	City Administrator:
	For: <b>City Council and Commissions</b>	
	Subject: <b>City Council and Advisory Commission Roles and Guidelines</b>	

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The purpose of the document is to outline the main roles, duties, and authority of the City Council (Council) and Advisory Commissions (Commissions). This document also establishes general guidelines for decorum of the governing bodies such as proper procedure during meetings, best practices to represent Council and the community, and other state and local laws that apply.

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The City Council, as a body, has the following major areas of authority and responsibility. These are:

1. Selecting the City Administrator
2. Focus on policy and outcomes ensuring that the strategic direction leads the city to the desired outcome
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4. Exercising all the statutory powers of cities,
5. Legislating for the City,
6. Directing the enforcement of City ordinances,
7. Appointing or hiring non-seasonal or non-temporary personnel,
8. Overseeing the City's financial operations and adopting the annual budget,
9. Appointing members of the boards, commissions, committees, chairs and task forces conducting the City's inner and regional governmental affairs,
10. Protecting the general health, welfare and safety of the City and its inhabitants
11. Serving as the Economic Development Authority (EDA) and the Housing and Redevelopment Authority (HRA), and
12. Providing community leadership and vision

*CD-COUNCIL-2.5 City Council and Advisory Commission Roles and Guidelines*

The most important single responsibility of individual Council Members is participation and voting at City Council meetings and workshops. As individuals, Council Members have no individual administrative authority; they cannot direct staff or otherwise supervise City employees unless the Council specifically directs them to do so. Staff's respective duties are to Council as an entity. No one Council Member has any right to privileged information, or the direction of staff analysis, research or action apart from the group. As a Council, however, Council Members should devote their official time to issues of basic policy and to acting as liaisons between the City and the general public. Council Members should be concerned, not only with the conduct of current affairs, but also with the future development and welfare of the City.

## **B. Affirmation of Expectations**

The Council seeks to establish commonly held expectations and to clarify roles and procedures to further Council and staff effectiveness. These various initiatives are to not suppress the dynamic engagement which is so valuable to policy development. The Council is committed to a set of behavioral expectations, intended to create a high level of trust, creativity, and productivity. These include:

1. Staying focused on top priority and strategic goals, rather than becoming reactive,
2. Engaging in proactive, on-going communication which avoids unnecessary surprises,
3. Seeking common ground and coming together, avoiding the fueling of controversy or anxiety,
4. Focusing on others' actions and avoiding speculation about their intentions,
5. Building trust by being transparent, ethical, and acting with integrity,
6. Engaging in and encouraging direct communication,
7. Maintain confidentiality of all closed session materials and discussion,
8. Assuming good intentions and asking about intent, and
9. Respecting all citizens and all members
10. Read packets ahead of time and, when possible, provide the City Administrator advance notice about questions for staff before the meeting
11. Participate in all issues, not just select matters of personal interest
12. Voting after council discussion
13. Debate and disagree, without fighting and with keeping it to the issue at hand
14. Remember that council makes policy and sets direction, and staff manages the operations and implements Council actions

There are also expected activity levels of Council Members in addition to attending additional meetings, training, activities and events as part of the fulfillment of their duties. Some of these are:

1. City Council Orientation: Setting the information foundation of a Council Member is important. Therefore, for each new Council Member, a detailed orientation plan should be completed and fulfilled within the first year of office.
2. City Council Meetings: Council Members are expected to be present and on time at all noticed meetings of the City Council. Absences from Council meetings should be identified as soon in

advance as possible and communicated to the City Administrator to assure a quorum and necessary voting numbers are present for any given action before the Council.

3. Council Liaison: Each Council Member will be assigned meetings through the year that they are expected to attend on behalf of the City Council. Information from these meetings that might be of interest to the other Council Members should be reported at the end of the monthly City Council workshop meetings under “Mayor and City Council Comments and Commission Liaison Updates.”
4. Additional Meetings: There are a number of meetings outside the normal meeting schedule that it is important for Council Members to attend. Some of them are:
  - City Council/Advisory Commission Kick-off event
  - Groundbreaking and grand openings of City facilities
  - Joint meetings with other public entities
  - One-on-one meetings with the City Administrator as established
  - Development Tour
  - Emergency Management Training

**Commented [MM1]:** Council liaison assignments should be determined by majority decision of the council itself.

### C. Advisory Commission Role and Authority

Advisory Commissions have a primary role to advise the City Council in the creation and evolution of City policies and procedures. In particular instances, governing bodies may facilitate public participation in order to fully develop a recommendation to the City Council.

City staff members are available to provide general assistance to Advisory Commissions. Advisory Commissions are not involved in the administration or operation of City departments. Commissions may not conduct major studies, or establish official policy without the approval of the City Council.

**Commented [MM2]:** We should review this last sentence. It's vague. What is a "major study"? They should help us solve problems and I don't want to limit them too much. Maybe a different sentence or delete?

Despite Commissions' differing tasks, all share some basic responsibilities. Members need to stay informed on subjects of interest to their specific commission. Conscientious attendance is also a fundamental responsibility, as irregular attendance lessens one's ability to study all aspect of items under consideration.

### D. Non-Participation in Administration

The City Council has an important oversight and fiduciary responsibility and must develop processes to ensure accountability. Central to an understanding of the role of Council Members is a confirmation of an appropriate relationship with staff. Members of the Council shall refrain from becoming directly involved in the administrative activities of the City and shall not intrude into those areas that are exclusively the responsibility of staff. Individual Council Members may not intervene in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the Council as a whole. Neither an individual Council member nor any Commission member shall give direction or orders to any staff member.

**Commented [MM3]:** This seems pretty restrictive. Council is supposed to think about strategic planning and represent the citizens yet this language could be interpreted pretty tightly as well. If council members have expertise or commissions have expertise then staff should be using that expertise to problem solve and not shut them out which is what the spirit of this paragraph looks like.

The Council shall work with City staff through the City Administrator or his / her designee. The City Administrator may choose to establish formal or informal norms for routine Council or Commissioner staff interaction.

### E. Agendas

Council and Commission agendas shall be established by the City Administrator or his / her designee. Future agenda items requested by a Council Member or Commission Member shall be discussed during a regular and/or workshop meeting and will be determined by the majority of the Council or Commission.

In order to focus the Council meetings on consideration of policy issues and to maintain an open forum for public discussion, questions which focus on the policy aspects of agenda items should be at the Council meeting rather than administrative details. Any clarifications or technical questions that can be readily answered should be handled before the meeting. Council Members are encouraged to submit their questions on agenda items to the City Administrator as far in advance of the meeting as possible so that staff can be prepared to respond at the Council meeting.

**Commented [MM4]:** I think this paragraph should be deleted. It kicks everything to workshop which works 90% of the time but not always. There should be language stating something like there are occasions for an item to go directly onto a council agenda meeting without a workshop or make that easier. We could borrow something from Lake Elmo here or Roseville. We also in my opinion should get rid of that the future agenda items requested shall be discussed and determined by the majority of the council. First of all the language is vague and secondly it seems to say that the issue needs to be agreed upon before it gets on a council agenda.

### F. Communication

1. E-mails: All e-mails sent through the City server shall be saved per the City's data retention policies. Each Council Member shall be assigned a unique City e-mail address for City-related e-mail communication. It is strongly advised for Council Members to exclusively use this address for their City business e-mails. Use of personal email for City business could create government data to their personal account subjecting them to retention laws and possibility of discovery if the City receives a data request.

Council Member e-mail communications should be directed either to the City Administrator or to a department head, copying the City Administrator. General electronic communications related to the specific functions of the City Clerk (i.e. scheduling of meetings, record retention, data practices, research, etc.) and the Communications Coordinator (i.e. composing of various items such as articles for the newsletter, press releases, and general correspondence) following positions, may be directly e-mailed, copying the City Administrator.

**Commented [MM5]:** I like the spirit and engagement of this but what about when citizens are complaining about the administrator themselves? It seems strange then to cc them.

Council Member communication may not copy more than one other Council Member in their correspondence, nor should e-mail messages be forwarded on from one member to another so as to create a "walking quorum." E-mails to Council Members from the public should be done through the [council@woodburymn.gov](mailto:council@woodburymn.gov), which will be shared with all members of the Council.

Advisory Commission members will not receive a City e-mail address. Commissioners should direct all their communications to their Commission staff liaison.

2. Written correspondence: The City Clerk or assigned staff shall open up incoming email for the Mayor, Council Member and Commission Members (unless it is labeled personal and confidential) and disseminate these materials. The City Clerk or assigned staff is authorized to provide copies of Council Members' correspondence to pertinent staff members. General correspondence addressed to Council Members shall be opened and distributed to all Council Members as appropriate.
3. Text messages/social media correspondence: All electronic communications from Council to staff or from Council to the public should utilize a City issued address.
4. The City logo, insignia and brand can only be used for City business and not for political or personal purposes.
5. Prior to interviews with the press, Council Members will inform the City Administrator or designee to coordinate message points.
6. Speaking for the City: When Council Members are requested to speak to groups or are asked for the City Council's position on an issue (verbal or written), the response should reflect the position of the City Council as a whole. A Council member may clarify his/her vote on a matter by stating, for example, "While I voted against X, the City Council voted in support of it." When representing the City at meetings or other venues, it is important that those in attendance gain an understanding of the City Council's position rather than that of an individual member.

**Commented [MM6]:** Delete. I think anything addressed to council members should be expected to be opened by council members and not read by anyone else. I don't think people sending us mail expect it to be read by city staff.

**Commented [MM7]:**

**Commented [MM8]:** Delete. This should be a courtesy but we should be free to communicate even if we disagree. It can be a courtesy to inform the City Administrator but the City Administrator is not given this requirement to inform the Council before they speak to the press so why should council members have the same requirement?

**Commented [MM9]:** I think this should be deleted or at least clarified that, of course, we are free to speak for ourselves or engage citizens, groups, etc. on our individual opinion. If we are actually asked for the council's position on an issue then of course our response should reflect the whole.

## G. General Meeting Guidelines

During meetings, members shall preserve order and decorum and shall obey the rules of the governing body. Governing bodies are expected to conduct meetings implementing Robert's Rules of Order (11<sup>th</sup> edition). Discussions shall be conducted in an orderly fashion. Private conversation between members during meetings is inappropriate. Members also should not privately communicate with any member of the public, including other governing body members and staff via electronic means during a public meeting. As much as possible, or practical, members should provide City staff questions in advance of a meeting that may entail research and preparation for items on the forthcoming agenda.

A member once recognized, shall not be interrupted while speaking unless called to order by the chair, or the speaker chooses to yield to questions from another member. All members shall accord the utmost courtesy to each other, to City employees and to the public appearing before the body. Members shall also refrain at all times from rude and derogatory remarks. Members shall confine their remarks to the issues before the body and shall not attempt to revisit or reopen issues already addressed and settled with one exception: a member of the prevailing side on an issue may move for formal reconsideration of that issue.

Citizens and staff attending meetings shall also observe the same rules of propriety, decorum and good conduct applicable to Council/Commission Members. Any person making personal,

impertinent, or slanderous remarks or anyone who becomes boisterous while addressing the body or while attending the meeting shall be asked by the Mayor/Chairperson to conduct themselves properly, and if they fail to do so shall be asked to leave the room.

If the governing body conducts public hearings, members shall not express their views on a proposal until after a public hearing is closed. Members' comments and questions shall not suggest a position. After a public hearing is closed, members shall be invited to discuss their views on the proposal. Members shall apply City Council and Advisory Commission Guidelines and Practices to achieve win-win solutions whenever possible.

Outside of deliberations, it is a member's responsibility to present views and recommendations representing the governing body as a whole. Members expressing views not represented by the majority of the body shall identify them as such.

Public statements shall not include promises that may be construed to be binding on the City, governing body or staff. When making a public statement, members shall indicate that Commission actions are recommendations and that final action will be taken by the City Council. Additionally, members of a governing body shall follow the guidelines on electronic communications CD-COUNCIL-2.7.

Public officials and representatives on governing bodies shall follow Minnesota State Statute 10A.07 Conflicts of Interest and Minnesota State Statute 10A.09 Statements of Economic Interest.

The success or failure of a governing body's efforts may be dependent upon the degree of cooperation evident among the individual members of the body; therefore, members shall work to establish a good relationship with each other.

Each member shall keep in mind these important points:

- Show respect for another's viewpoint.
- Allow others adequate time to fully present their views before making comments.
- Be open and honest.
- Make new members feel welcome and help them become acquainted with their duties.
- Comments are confined to the current issue or policy, not to the person who made other comments
- Refrain from speaking a second time until everyone has spoken a first time
- No verbal attacks of other members
- No side conversations
- Pay attention (avoid use of any personal technology devices)
- Speak directly and openly to one another
- Support Council decisions

Members shall not vote on, nor participate in the discussion of, issues in regard to which the member has a conflict of interest. Conflict of interest is generally defined as having a personal financial



interest in the outcome. Further information can be obtained from the City Attorney by contacting the City Administrator.

Members are also expected to consider issues in terms of the good of the City as a whole and should, as much as possible, be perceived as considering issues on this basis. To this end, members are requested to publicly disclose any relationships to parties involved in an issue or possible perceived conflicts which might be viewed as impacting their ability to objectively consider an issue before them.

#### **H. Requests for Information/Analysis**

City Council requests for information should be made through the City Administrator, according to protocol for channeling communications. Any request that requires a significant amount of staff time to research a problem or prepare a response may be referred to the full Council for direction to ensure that staff resources are allocated in accordance with overall Council priorities.

Commission requests for information will be made to the designated Commission staff liaison. Requests requiring a significant amount of staff time to research a problem or prepare a response may be referred to the full Commission for direction to ensure that staff resources are allocated in accordance with overall Commission priorities as directed by the Council.

#### **I. Conflicts of Interest**

State laws regarding ethics and conflicts of interest are some of the most important for Council Members to be aware of and follow. Essentially, these laws prohibit any Council Member from voting on any question that is brought before the Council in which he/she is personally involved, or has an incompatible occupational or financial interest. Due to both the complexity of these laws and the significant consequences if violated, it is highly suggested that Council Members discuss with the City Attorney potential conflicts who shall consult the City Administrator.

#### **J. Discrimination**

The City of Woodbury does not discriminate on the basis of race, color, national origin, sex, religion, age, sexual orientation or disability in the admission or access to, or treatment or employment in, its programs, activities, or services. Members of a governing body must adhere to this City policy as well as City policies regarding non-discrimination, harassment or inappropriate behavior.

#### **K. Gifts**

All local officials in the State of Minnesota, including appointed commissioners, are required to adhere to Minnesota Statute 471.895.

Non-adherence to these guidelines may be subject to review by the City Council.

Council Directive  
CD-COUNCIL-2.5  
City Council and Advisory Commission Roles and Guidelines  
Page 8 of 8

**Resolution Adopting CD-COUNCIL-2.5 Council Roles and Guidelines**

Resolution No. 12-79  
Resolution No. 15-91  
Resolution No. 16-193  
Resolution No. 18-136

**Part I: Questions from LMC Executive Director Dave Unmacht**

QUESTIONS	Your Role in City Government	The City's Reputation	What you want to achieve as a Council	How do you work together?
Mayor Randy Gustafson	<p>Councilmember is one of five community residents who actively participate in the formation of policy decisions to guide how the City can best meet the delivery of municipal services for the whole community. The Mayor has functional duties as described by statutes and a leadership role of conducting meetings and representing the City, but is just one of five equal votes of the Council. Important to listen, learn, interact and exchange ideas with the entire community. Individual council members should not direct the activities of city staff (vendors) unless directed to do so by the entire council.</p>	<p>A good place to live, raise a family, work and recreate where city services are delivered with quality and cost effectively that meet community needs. A community where all members recognize and treat each other with human dignity.</p>	<p>A group that can work toward developing community-wide policy solutions/directions in a collaborative process that encourages discussion of divergent viewpoints in an environment of respect.</p>	<p>To assist the Council on achieving a collaborative process some formal guidelines appear to be necessary.</p>
Council Member Kay Andrews	<ol style="list-style-type: none"> <li>1. Develop policies</li> <li>2. represent residents and listen to their concern</li> <li>3. Maintain financial stability</li> <li>4. Provide leadership about current issues and look forward to new issues</li> <li>5. Hire and provide guidance for staff</li> <li>6. Serve on commissions and committees providing a link between the council and residents.</li> </ol>	<ol style="list-style-type: none"> <li>1. The city has an excellent reputation as being a good place to live, work and raise a family</li> <li>2. It is generally seen as welcoming of all people</li> <li>3. Residents are encouraged to become involved and care about what is happening locally</li> <li>4. The city is financially stable, working to not burden resident with extreme tax changes</li> <li>5. The city is seen as being innovative and willing to try new programs.</li> <li>6. Housing is considered expensive but is still very sought after.</li> </ol>	<ol style="list-style-type: none"> <li>1. Maintain what is working well.</li> <li>2. Explore new initiative.</li> <li>3. Enhance communication with residents.</li> <li>4. Stabilize police and fire services.</li> </ol>	<ol style="list-style-type: none"> <li>1. Open, honest discussion</li> <li>2. Work as a team</li> <li>3. Allow for difference of opinion without being disrespectful</li> <li>4. Listen to each other and consider community input into decisions.</li> <li>5. Be honest</li> <li>6. Share leadership, innovation of new ideas and power.</li> </ol>
Council Member Melanie Leehy	<ol style="list-style-type: none"> <li>1. Our agenda as Council Members is to serve the community/city, not my own good first.</li> <li>2. As 1/5 of the Council, I weigh in on and vote regarding city ordinances, resolutions, and policies.</li> </ol>	<ol style="list-style-type: none"> <li>1. When we are putting serving the city ahead of our personal goals the city is more likely to thrive.</li> </ol>	<ol style="list-style-type: none"> <li>1. Assure that our city is run with fiscal integrity, and that our city's infrastructure is current.</li> <li>2. Seek the welfare and safety of the city</li> <li>3. Seek for our city to have unifying goals</li> </ol>	<ol style="list-style-type: none"> <li>1. With a posture of honoring one another</li> <li>2. Respectfully and with consideration of the others</li> <li>3. As much as is possible communicate through our City administrator to streamline communications, and</li> </ol>

**Part I: Questions from LMC Executive Director Dave Unmacht**

	<p>3. Seek the good and well being of the City - safety and well being of residents, cooperative staff &amp; granting staff what is needed for them to accomplish their roles.</p> <p>4. Respond to communications to me from residents, City Administrator, and Mayor in a timely manner.</p> <p>5. Recognizing and focusing our energies on City issues. When State and Federal issues arise defer residents to those Bodies of government.</p> <p>6. This is also an aspect of having realistic expectation of what we as a Council and City of our size and capacity is able to do with limited resources of staff, finances, and less than part-time hours compared to larger cities. The challenge comes is that we are a rural city called a suburb in an urban setting which means there are not many cities for which we can compare ourselves.</p> <p>7. Serve in unity as much as is possible with all Council Members.</p> <p>8. Work collaboratively with the City Administrator as he then communicates to his staff.</p> <p>9. As I recognize that I am a Council liaison to a commission, and not its chair or administrator, I seek to work collaboratively with the staff liaison to the commission to which I am assigned. This includes assuring they are free to work directly with the commission chair. My role is to, as a non voting member of the commission, respond to their activities, communicate to them the Council view on issues, and equally bring to the Council questions and activities of the commission.</p> <p>10. When in the community I recognize that it is important for me to recognize that I represent the Council visibly and therefore make my</p>	<p>2. Looking at how decisions and events/incidents impact the whole instead of a few.</p> <p>3. Positive experience between generations, genders, ethnicities, social economic status is a win for everyone</p> <p>4. Culture of honoring one another</p> <p>5. Posture of humility, no false pretense of who we are. This at the same time allows us to shine in our strengths.</p> <p>6. Working well with neighboring cities, and other government officials.</p> <p>7. Speaking well of our city and its members within and outside of the city.</p> <p>8. Are we safe and welcoming? Some cities are safe without being welcoming, while other cities are welcoming yet not safe. What do we foster?</p>	<p>4. Seek to fulfill the strategic goals of the city</p> <p>5. Assure that our city is a welcoming environment</p>	<p>respecting it is his role to administrate communications to staff, council, contracted individuals or organizations.</p> <p>4. Have a posture of expecting the best from my colleagues</p> <p>5. Listen well to one another to learn and understand, and therefore not assuming agendas, motives, or intent.</p> <p>6. Seek to have positive and fulfilling interactions. Look for opportunities to enjoy being with each other.</p> <p>7. Always keeping in mind open meeting laws with interactions at events or between meetings</p>
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**Part I: Questions from LMC Executive Director Dave Unmacht**

	<p>communications clear when I am speaking on my own behalf as a citizen versus a Council member.</p> <p>11. Support activities of the City especially those of the Commission to which I am assigned.</p>			
Council Member Mark Miazga	<p>A council member with co-equal authority in proposing policy changes to city code and whose primary function is to problem solve various issues on behalf of the city in conjunction with colleagues who direct the actions of city staff to solve such problems.</p>	<p>I think the city's reputation varies between the reputations of the city itself more broadly outside of Falcon Heights and within Falcon Heights. I think the reputation of staff and council within Falcon Heights is mostly positive with the exception of communication as identified in our strategic planning needs.</p>	<p>I want to continue to solve problems, identify needs of the city, bring relevant parties together, and keep the city budget strong. I have achieved many of the specific items I campaigned on such as a city survey, putting together a bonding proposal, movement on a strategic plan, facilitating resolution of issues identified by the Environment Commission, maintenance of a Green Step Cities 5 identification, etc. As I've been on council I've identified a need for the city to better communicate with residents and, in my opinion, to better communicate with each other so that we can tell residents more accurately everything that's happening within reason.</p>	<p>I think the council works together well and I think the administrator and staff work together well. As I mentioned, what's missing is more agile problem-solving and better communication from the administrator with council. Roseville's administrator provides weekly updates to their council. We were doing a monthly update for awhile and that was working well. I'd like to see something viz' email beyond updates at workshops and council meetings.</p>
Council Member Yakasah Wehyee				
	<ol style="list-style-type: none"> <li>1. Put forth policies and legislation that aim to better our community.</li> <li>2. Address current issues while anticipating future ones</li> <li>3. Accountable to the residents of FH</li> </ol>	<ol style="list-style-type: none"> <li>1. Internal and external reputation matters! I want residents of FH to feel proud of the city in which they live and want our neighbors to see us as an innovative and forward thinking community.</li> </ol>	<ol style="list-style-type: none"> <li>1. Broadly speaking, advance FH's strategic plan with a focus on Inclusion and sustainability.</li> <li>2. Support our most vulnerable community members including, immigrants, renters, youth</li> <li>3. Support local business and renters</li> <li>4. Resolving pending challenging such as roads, fire department, police, and community park</li> <li>5. Establish Sister City relationship</li> </ol>	<ol style="list-style-type: none"> <li>1. Not sure how to answer this question, mostly because I'm not sure what this question is asking. Is this about how do we currently work together? How can we work together better moving forward? How do we work together addressing general or specific issues?</li> <li>2. A prior question I think is worth pondering is what does it even mean to work together as a council? Definitions might differ among members of council and it seems to me before we can even begin to ask the question of "How do we work together?" we must consider what it means to work together at all.</li> </ol>

## Part II: Council Roles, Agenda Setting, and Operations

<b>Mayor Randy Gustafson</b>	<p>I see the Woodbury guidelines as fairly complete, easy to understand and address many procedural needs. With review they could be adapted to meet Falcon Heights objectives.</p> <p>On balance I see the call to set in place guidelines to clarify the following:</p> <ul style="list-style-type: none"><li>• Council sets policy which directs the City Administrator to execute</li><li>• Individual council members are not to direct the activity or request work from city staff or vendors. All communication with staff is routed through the Administrator, unless otherwise directed by the full council.</li><li>• There is no prohibition of a councilmember for asking the opinion of the Administrator on an issue brought to their attention by a resident</li><li>• Individual council members, and Mayor, recognize that when speaking to groups/media that they are one of five members of the whole council. When representing the City should speak on full council approved perspective.</li><li>• In the event of a critical incident (may need definition) the Council designates the City Administrator as the spokesperson on behalf of the city. Councilmembers refer all inquiries to the Administrator.</li><li>• New business coming before the Council should be reviewed / discussed in a Workshop before consideration at a Regular Council Meeting. Exigent circumstances provided for with full agreement of the Council.</li><li>• Council members proposing New Business should complete the “Request for Council Action” form, provide relevant supporting documents, and present the proposal at the Workshop. City staff time involvement would be minimal, unless directed by the entire council. The timeline for inclusion on the Workshop Agenda should be at least ten working days prior to the Workshop to allow for workflows that meet Minnesota Open Meeting Laws.</li><li>• Email communication by a councilmember on topic/issue before the Council should be limited to one other councilmember, in the event that a councilmember would chose to communicate with all councilmembers the email communication should be routed through the Administrator to minimize the possibility of violating Minnesota Open Meeting laws.</li></ul>
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## Part II: Council Roles, Agenda Setting, and Operations

	<ul style="list-style-type: none"> <li>• The guidelines for speaking on an issue (whether public hearing or community forum) should include: the time limit; germane to the topic; sign in so minutes are accurate; respectful language and conduct; no interaction; no granting 'time' to another; and ...</li> <li>• The rules of order should reflect the process that we currently use.</li> </ul>
<p><b>Council Member Kay Andrews</b></p>	<p>Regarding the drafting of a set of policies or ways of functioning as a council, I thought what Dave said about keeping it simple was good advice. I really liked the Woodbury example was great and included everything I would want included. Rather than spending a lot of time recreating the wheel, can we use theirs, change it to our name and make any other changes to make it fit for us and go on. We have many other important things to deal with and to spend a lot of time developing what already exists does not seem to be a good use of time.</p>
<p><b>Council Member Melanie Leehy</b></p>	<p>I have read through the various examples of agenda protocol that have been submitted to the Council in recent weeks. Prior to doing so, the presentation and exercises provided by Dave Unmacht, LMC Executive Director was very informative in setting a path forward for us as a Council Body. It displayed his wisdom and years of experience working with a variety of Minnesota municipalities.</p> <p>My understanding of protocol comes not only from decades of work in corporate and nonprofit sectors, but most importantly my service in Falcon Heights. For a solid 14 years as a resident I have had the experience of working in protocol and with leadership as a staff member, volunteer Commissioner, Commission Chair, Task Force Co-Chair, and now as a Council Member. My views from these fine opportunities are spelled out in the answers I provided to the four questions Dave Unmacht asked each of us on the Council to consider. Based upon that I am in strong favor of Falcon Heights drafting and adopting agenda protocols based upon those of the City of Woodbury.</p> <p>The Woodbury Council Directive states a focused purpose, and spells out clearly a policy which describes "The City Council, as a body". Its outcomes are focused on ensuring strategic direction. We in Falcon Heights have stated that we value setting goals and implementing a</p>

## Part II: Council Roles, Agenda Setting, and Operations

	<p>strategic plan to which their policy affirms.</p> <p>In regards to the individual Council Member, it continues to bring back to focus that we are each a part of the whole, and therefore do not have individual administrative authority.</p> <p>Its expectations clearly define roles and remind the “Council makes policy and sets direction, and staff manages the operations and implements Council actions.” Furthermore, “The Council shall work with City staff through the City Administrator or his / her designee.”</p> <p>I am grateful that our City has had in the past and currently has an Administrator that has at their best interest the needs of Falcon Heights which is its community of people, infrastructure, staff, and Council.</p> <p>In reference to “Additional Meetings”, I would like to have on this list Racial Equity and Inclusion training as designated for Falcon Heights Staff, Council, and Commissioners. This draws in the recommendation from the CEC for such training which was adopted by the City Council in 2016.</p> <p>It is also important to reference the section of “Non-Participation in Administration” This paragraph reflects back to the importance of the Council operating as a “Body”, and not as an individual Council Member. To be clear I will quote that section in its entirety.</p> <p>“The City Council has an important oversight and fiduciary responsibility and must develop processes to ensure accountability. Central to an understanding of the role of Council Members is a confirmation of an appropriate relationship with staff. Members of the Council shall refrain from becoming directly involved in the administrative activities of the City and shall not intrude into those areas that are exclusively the responsibility of staff. Individual Council Members may not intervene in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the Council as a whole. Neither an individual Council member nor any Commission member shall give direction or orders to any staff member.</p>
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## Part II: Council Roles, Agenda Setting, and Operations

	<p>The Council shall work with City staff through the City Administrator or his / her designee. The City Administrator may choose to establish formal or informal norms for routine Council or Commissioner staff interaction.”</p> <p>I do want to interject a portion from the Lake Elmo agenda protocol. We would do well to include their agenda procedures which state the following with changes to match our meeting schedule: “Any staff member, the Mayor or 2 Council Members wishing to add an item to any agenda pursuant to this section shall do so by complying with the following: (a) All requests from Council to place an item on the posted agenda must be received by the City Clerk/Administrator by 10:00 a.m. 11 days prior to the next Council work session meeting. For a regularly scheduled Tuesday work session, the deadline for agenda items would be 10:00 a.m. on the Friday preceding packet completion. All requests from the Mayor or Council must first be reviewed at a Council work session before being placed on the agenda of a regular meeting.”</p> <p>In closing, I recall in the opening statement made by Dave Unmacht that not all cities need such documented protocol especially if things and relations are running well. My hope is that this brings a greater productivity and unifying working style to our City's leaders.</p>
<p><b>Council Member Mark Miazga</b></p>	<p>It's taken some time but I've finally had a chance to read through Bloomington, Woodbury, and Minnetonka's examples. There are certainly pro's and con's to all of them. The org chart for all three cities is similar even though the details in the actual operating documents vary considerably. The attached document has my input on Woodbury. My other thoughts are that I would like to see the order of business/agenda set out in our rules as they do in Minnetonka and Rochester. As I mentioned in my Lake Elmo document I'd also like to see something at the end where we can add agenda items publicly. I also think the council liaison assignments to the commissions should be based on majority decision of the council and I have some paragraphs in the Woodbury document that I don't necessarily agree with and think should be deleted.</p>

## Part II: Council Roles, Agenda Setting, and Operations

	<p>The other thing I like about Woodbury is that it allows any one member of the council to set an agenda item. I believe Lake Elmo requires two. I'd also like to see some language that essentially says that it's the council's prerogative to not have something go to workshop if there is an urgent need or it otherwise is an easy decision. Perhaps that would then go on the consent agenda? The other operational benefit I'm hoping for is more regular and detailed communication on city goals to the council and within the council which probably isn't relevant to what we're doing here. Finally, one thing I didn't like about Woodbury which I think I have in the attached Woodbury example with my notes is that while I expect us to let one another know when we're talking to the media, I think we should have language that we all should let each other know as a courtesy even when we disagree. That would include when Sack speaks to the media or any of us.</p>
<p><b>Council Member Yakasah Wehyee</b></p>	<p><i>Minnetonka (pg 4)</i></p> <ul style="list-style-type: none"> <li>• 2.8 Introduction of Ordinances An ordinance must be considered by the city council at two regular meetings before adoption. At the first meeting, the ordinance is introduced. The city council may discuss and/or refer the ordinance to an advisory board for review and public comment. The ordinance will be placed on a second regular meeting agenda for adoption.             <ul style="list-style-type: none"> <li>• The language doesn't have to be exact, but I think it would be prudent to have something about the general process for proposing and adopting an ordinance.</li> </ul> </li> <li>• 2.9 Agenda Amendments Once the city manager has formalized and transmitted the agenda to the city council along with accompanying material, no items will be added or deleted before the council meeting. A majority of the council may amend the agenda during "Approval of the Agenda," except that an item may not be added to the agenda of a special or emergency meeting if the item was not included in the notice for the meeting.             <ul style="list-style-type: none"> <li>• Again, I think some language about agenda amendments is important.</li> </ul> </li> </ul> <p><i>Rochester 2.03. (8). Placing Items on the Business Meeting Agenda</i></p>

## Part II: Council Roles, Agenda Setting, and Operations

	<ul style="list-style-type: none"><li>• 2.03(B). A council member may request an item be considered on a future agenda by submitting a council initiated action form to city administration, along with a second to the proposal by another council member. In order to allow sufficient time for council to review and city staff to research the matter, the request should be submitted at least ten days prior to the meeting for which the item is requested to be placed on the agenda. The requesting council member shall submit to the clerk within the ten day period all written material for submission to the council.<ul style="list-style-type: none"><li>◦ I think it's important that the threshold for council members to put items on the agenda is not higher or lower than that of the mayor, staff, or administrator. As a Plan A Statutory City, it seems inappropriate for council members to require majority consent in order to put items on the agenda while others don't.</li></ul></li> <li>• Article 1, Rules and Procedures (pg 1).<ul style="list-style-type: none"><li>◦ C. Special Meetings. A special meeting, or any change in the time or location of a regular meeting, may only be called by the mayor, council president or any two council members by notifying the city clerk. The city clerk who shall notify each member of the council and notice the meeting pursuant to state and municipal law.<ul style="list-style-type: none"><li>• A more specific outline of the procedure of calling a special meeting is required. I think this language does a good job.</li></ul></li></ul></li></ul>
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*The City That Soars!*

## REQUEST FOR CITY COUNCIL ACTION

<b>Meeting Date</b>	September 2, 2020
<b>Agenda Item</b>	Policy D5
<b>Attachment</b>	N/A
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Proposed 2021 Budget - General Fund, Special Revenue, and Debt Service
<b>Description</b>	We will discuss and review the General Fund, Special Revenue and Debt Service.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>Budget Sheets</li> </ul>
<b>Action(s) Requested</b>	No action required at this time.

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**GENERAL FUND REVENUE BUDGET**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	BUDGET 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<i>PROPERTY TAXES</i>						
30111	CURRENT AD VALOREM TAXES	1,254,584	1,445,972	1,513,488	1,500,000	
30111	FISCAL DISPARITY	241,618	310,957	396,048	398,045	395,559
30112	DELINQUENT AD VALOREM	6,971	3,849	0	0	0
30113	UNALLOTMENT LEVY/DELINQUENT PENALTY	1,383	14	0	0	0
	<i>TOTAL PROPERTY TAX LEVY</i>	<u>1,504,556</u>	<u>1,760,792</u>	<u>1,909,536</u>	<u>1,898,045</u>	<u>395,559</u>
<i>LICENSES &amp; PERMITS</i>						
32110	CONTRACTOR LICENSES	0	71	0	0	50
32120	LIQUOR & WINE LICENSES	8,812	12,614	8,500	8,500	8,500
32130	CIGARETTE & AMUSEMENT LICENSES	500	750	750	750	750
32140	MISCELLANEOUS BUSINESS LICENSES	4,998	9,264	10,000	9,000	10,000
32150	RENTAL HOUSING LICENSE	3,282	8,056	8,600	7,000	8,600
32210	BUILDING PERMITS	28,696	70,593	50,000	20,000	35,000
32212	ROOFING PERMITS	8,508	14,438	9,000	6,000	708
32214	WINDOW/SIDING PERMITS	7,144	11,301	8,000	8,000	8,000
32216	ZONING	809	5,109	1,000	1,000	1,000
32220	MECHANICAL PERMITS	6,527	19,029	5,000	5,000	5,000
32230	PLUMBING PERMITS	2,537	6,536	3,000	2,500	3,000
32235	SIGN PERMITS	401	180	0	130	0
32240	OTHER PERMITS	3,408	9,146	3,000	4,400	3,000
	<i>TOTAL LICENSES &amp; PERMITS</i>	<u>75,622</u>	<u>167,087</u>	<u>106,850</u>	<u>72,280</u>	<u>83,608</u>
<i>INTERGOVERNMENTAL</i>						
33400	STATE GRANTS & AIDS (LGA)	600,591	603,532	603,532	605,532	603,532
33410	OTHER GRANTS (PERA & TREE DISASTER)	1,707	1,707	1,700	0	0
33411	STATE AID - POLICE	0	116,564	0	0	0
33430	MINNESOTA STATE AID - DOT	0	0	0	0	0
33440	INSURANCE PREMIUM - FIRE	57,508	59,443	70,000	64,000	50,000
33700	CABLE TV FRANCHISE FEES	46,464	44,141	30,000	30,000	30,000
	<i>TOTAL INTERGOVERNMENTAL</i>	<u>706,270</u>	<u>825,387</u>	<u>705,232</u>	<u>699,532</u>	<u>683,532</u>
<i>CHARGES FOR SERVICES</i>						
34101	CITY FACILITY RENTAL	15,040	16,718	15,000	2,600	0
34120	PLAN CHECK FEES	7,331	38,783	8,500	8,500	8,500



34140	SPECIAL ASSESSMENT SEARCH	100	500	0	0	0
34150	ZONING REVIEW FEES	2,500	1,100	100	100	500
34160	ADMINISTRATIVE FEES	140	145	200	200	200
34170	SALE OF MAPS & COPIES	7	2	7	0	0
34210	LAUDERDALE - FIRE CONTRACT	32,575	40,605	30,000	4,200	0
34215	FIRE RENTAL HOUSING INSPECTIONS	0	0	0	0	0
34217	ACCIDENT CLEAN UP	3,515	710	2,800	500	1,000
34221	FALSE ALARMS - FIRE	180	0	0	0	0
34222	FALSE ALARMS - SECURITY	540	2,282	800	800	500
34223	CONDUIT BONDING	0	0	0	0	0
34500	TOBACCO COMPLIANCE	4	0	0	0	0
	<i>TOTAL CHARGES FOR SERVICES</i>	<u>61,932</u>	<u>100,846</u>	<u>57,407</u>	<u>16,900</u>	<u>10,700</u>
	<i>FINES &amp; FORFEITS</i>					
35110	COURT FINES	35,719	28,191	20,000	18,000	20,000
	<i>TOTAL FINES &amp; FORFEITS</i>	<u>35,719</u>	<u>28,191</u>	<u>20,000</u>	<u>18,000</u>	<u>20,000</u>
	<i>SPECIAL ASSESSMENTS</i>					
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	<i>TOTAL SPECIAL ASSESSMENTS</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>MISCELLANEOUS</i>					
36211	INTEREST ON INVESTMENTS	39,341	53,157	18,000	19,000	18,000
36213	CHANGE IN FAIR VALUE OF i	724	7,045	0	0	0
36400	MISCELLANEOUS	2,628	841	650	600	650
36402	FIRE FIGHTING TNG/EDUC REIMB	3,023	6,006	5,000	3,000	3,000
36404	ST FAIR POLICE SVC	54,458	0	30,000	0	30,000
36405	ST ANTHONY POLICE EXPS REIMB	0	0	0	0	0
36409	ATTORNEY FEE REIMBURSEMENT	6,982	0	0	0	0
36410	TIES PAYMENT	0	0	0	0	0
36420	INSURANCE REFUND	2,927	2,656	5,000	11,000	3,000
36425	INSURANCE SETTLEMENT	0	0	0	0	0
36430	CERT TRAINING	0	0	0	0	0
36450	EVENT COMMUNITY SUPPORT	0	0	0	0	0
36460	EVENTS REVENUE	0	0	0	0	0
36465	5K RUN SPECIAL EVENT	0	0	0	0	0
36467	PARENTS NIGHT OUT EVENT	0	0	0	0	0
36475	LAWN & YARD CLEANUP FEES	0	0	0	0	0
36480	SNOW REMOVAL	0	0	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	<u>110,083</u>	<u>69,705</u>	<u>58,650</u>	<u>33,600</u>	<u>54,650</u>
	<i>TOTAL REVENUES</i>	<u><u>2,494,182</u></u>	<u><u>2,952,008</u></u>	<u><u>2,857,675</u></u>	<u><u>2,738,357</u></u>	<u><u>1,248,049</u></u>



**LEGISLATIVE EXPENDITURES (111)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60510	MAYOR & CITY COUNCIL	19,250	16,974	19,800	19,800	19,800
64011	PERA CONTRIBUTIONS	915	669	1,000	21,000	1,000
64012	FICA CONTRIBUTIONS	1,473	1,299	1,515	1,515	1,515
	<i>TOTAL COMPENSATION</i>	<u>21,638</u>	<u>18,941</u>	<u>22,315</u>	<u>42,315</u>	<u>22,315</u>
	<i>MATERIALS &amp; SUPPLIES</i>					
70100	SUPPLIES	137	176	200	200	200
70410	LEGAL NOTICES	956	972	1,600	1,600	1,600
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>1,093</u>	<u>1,148</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
	<i>OTHER SERVICES &amp; CHARGES</i>					
80330	CONSULTANT	0	0	0	0	0
86100	CONFERENCES/EDUCATION/TRAINING	1,590	6,895	3,000	3,000	3,000
86130	MEETINGS	293	508	500	500	500
86140	COMMISSIONS/MEMBERSHIPS/ASSOCIATIONS	8,322	8,976	8,990	8,990	10,000
86500	COOPERATIVE SERVICE	9,143	9,399	10,038	10,038	11,000
88000	INSURANCE & BONDS	50	47	50	50	50
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>19,398</u>	<u>25,825</u>	<u>22,578</u>	<u>22,578</u>	<u>24,550</u>
111	<i>TOTAL EXPENDITURES</i>	<u><b>42,129</b></u>	<u><b>45,914</b></u>	<u><b>46,693</b></u>	<u><b>66,693</b></u>	<u><b>48,665</b></u>

**ADMINISTRATIVE EXPENDITURES (112)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	133,715	148,599	159,600	154,000	169,000
60520	PART-TIME EMPLOYEES/INCLUSION	0	0	10,000	0	10,000
64011	PERA CONTRIBUTIONS	9,643	11,077	12,000	12,000	12,700
64012	FICA CONTRIBUTIONS	10,235	11,444	12,250	12,000	13,000
64031	HOSPITALIZATION	27,798	31,295	31,600	27,000	32,900
64032	DENTAL	1,525	1,328	1,500	1,300	1,500
64033	LONG-TERM DISABILITY	313	206	300	320	320
64034	LIFE INSURANCE	281	252	280	310	310
	<i>TOTAL COMPENSATION</i>	<u>183,510</u>	<u>204,200</u>	<u>227,530</u>	<u>206,930</u>	<u>239,730</u>
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	4,435	4,730	5,500	5,500	5,500
70500	POSTAGE	1,143	4,379	4,000	4,000	4,400
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>5,578</u>	<u>9,110</u>	<u>9,500</u>	<u>9,500</u>	<u>9,900</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
80330	CONSULTANT	5,600	1,327	10,000	0	5,000
80340	ADMINISTRATIVE SUPPORT	7,115	0	0	0	0
86010	MILEAGE	527	448	3,000	500	3,000
86030	CONFERENCES & SCHOOL	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	2,996	3,068	5,500	4,500	5,500
86110	MEMBERSHIPS	20	0	1,500	500	500
87000	REPAIR OFFICE EQUIPMENT	2,802	720	3,500	3,000	3,500
88000	INSURANCE & BONDS	8,908	18,737	19,000	19,000	19,000
88500	PAYPAL EXPS	1,733	1,650	1,750	1,700	1,900
89000	MISCELLANEOUS	732	2,158	800	950	1,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>30,433</u>	<u>28,108</u>	<u>45,050</u>	<u>30,150</u>	<u>39,400</u>
112	<i>TOTAL EXPENDITURES</i>	<u><b>219,521</b></u>	<u><b>241,418</b></u>	<u><b>282,080</b></u>	<u><b>246,580</b></u>	<u><b>289,030</b></u>
<i>OTHER FINANCING USES</i>						
97000	TRANSFERS TO CAPITAL	22,000	52,000	132,000	132,000	100,000
	<i>TOTAL OTHER FINANCING USES</i>	<u>22,000</u>	<u>52,000</u>	<u>132,000</u>	<u>132,000</u>	<u>100,000</u>

*TOTAL EXPENDITURES &  
OTHER FINANCING USES*

<u>241,521</u>	<u>293,418</u>	<u>414,080</u>	<u>378,580</u>	<u>389,030</u>
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**FINANCE EXPENDITURES (113)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	87,168	87,820	93,300	93,300	96,500
60520	PART-TIME FINANCE INTERN	9,826	4,144	12,750	1,631	5,000
64011	PERA CONTRIBUTIONS	6,493	6,583	7,000	7,000	7,300
64012	FICA CONTRIBUTIONS	7,373	7,027	8,130	7,600	8,400
64031	HOSPITALIZATION	8,968	8,369	10,300	8,300	11,000
64032	DENTAL	496	424	510	425	520
64033	LONG-TERM DISABILITY	340	278	340	340	340
64034	LIFE INSURANCE	571	555	550	500	500
	<i>TOTAL COMPENSATION</i>	121,235	115,201	132,880	119,096	129,560
	<i>MATERIALS &amp; SUPPLIES</i>					
70100	SUPPLIES	278	204	1,400	1,400	300
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	278	204	1,400	1,400	300
	<i>OTHER SERVICES &amp; CHARGES</i>					
80310	AUDIT	9,900	10,125	10,395	10,400	11,000
80330	FINANCIAL CONSULTANT	1,900	50	0	0	0
80600	SOFTWARE MAINTENANCE	6,448	6,956	7,400	7,400	7,600
86010	MILEAGE	169	225	200	200	250
86100	CONFERENCES/EDUCATION	2,156	(200)	2,500	500	1,200
86110	MEMBERSHIPS	0	0	240	240	240
88000	INSURANCE & BONDS	698	773	750	696	750
88500	POSTIVE PAY EXP	638	632	600	700	700
89000	MISCELLANEOUS	370	905	500	535	600
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	22,279	19,465	22,585	20,671	22,340
113	<i>TOTAL EXPENDITURES</i>	143,792	134,871	156,865	141,167	152,200

**LEGAL EXPENDITURES (114)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>OTHER SERVICES &amp; CHARGES</i>					
80200	LEGAL FEES	17,170	12,659	15,000	15,000	15,000
80210	ZONING CODE UPDATE	2,864	2,485	3,000	0	1,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>20,034</u>	<u>15,144</u>	<u>18,000</u>	<u>15,000</u>	<u>16,000</u>
114	<i>TOTAL EXPENDITURES</i>	<u><u>20,034</u></u>	<u><u>15,144</u></u>	<u><u>18,000</u></u>	<u><u>15,000</u></u>	<u><u>16,000</u></u>

**ELECTIONS EXPENDITURES (115)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	0	0	0	0	0
60520	PART-TIME EMPLOYEES	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	<i>TOTAL COMPENSATION</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>MATERIALS &amp; SUPPLIES</i>					
70100	SUPPLIES	691	356	1,000	1,000	500
70500	POSTAGE	0	0	0	0	0
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>691</u>	<u>356</u>	<u>1,000</u>	<u>1,000</u>	<u>500</u>
	<i>OTHER SERVICES &amp; CHARGES</i>					
80300	ELECTION CONTRACT	17,903	20,047	20,000	22,576	22,576
80350	ACCUVOTE VOTING SERVICE	2,025	2,141	2,300	2,142	2,142
80400	CONSULTING	0	0	0	0	0
86010	MILEAGE	0	0	0	0	0
87090	REPAIR OTHER EQUIPMENT	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>19,928</u>	<u>22,188</u>	<u>22,300</u>	<u>24,718</u>	<u>24,718</u>
115	<i>TOTAL EXPENDITURES</i>	<u><u>20,619</u></u>	<u><u>22,544</u></u>	<u><u>23,300</u></u>	<u><u>25,718</u></u>	<u><u>25,218</u></u>
	<i>OTHER FINANCING USES</i>					
97000	TRANSFERS TO CAPITAL	0	0	0	0	0
	<i>TOTAL OTHER FINANCING USES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<u><u>20,619</u></u>	<u><u>22,544</u></u>	<u><u>23,300</u></u>	<u><u>25,718</u></u>	<u><u>25,218</u></u>



**COMMUNICATIONS EXPENDITURES (116)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2019	PROPOSED 2020
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	16,667	13,967	15,500	15,600	17,000
60520	PART-TIME EMPLOYEES(Special Events)	1,726	542	1,000	0	1,000
64011	PERA CONTRIBUTIONS	1,136	1,048	1,170	1,200	1,300
64012	FICA CONTRIBUTIONS	1,439	1,155	1,420	1,200	1,550
64031	HOSPITALIZATION	380	862	6,050	5,500	6,400
64032	DENTAL	23	36	70	260	260
64033	LONG-TERM DISABILITY	24	20	30	48	50
64034	LIFE INSURANCE	26	37	36	90	90
	<i>TOTAL COMPENSATION</i>	<u>21,421</u>	<u>17,666</u>	<u>25,276</u>	<u>23,898</u>	<u>27,650</u>
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	51	776	200	910	900
70420	NEWSLETTERS/INFORMATION	3,454	2,828	3,000	3,000	3,000
70500	POSTAGE	901	728	800	800	800
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>4,406</u>	<u>4,332</u>	<u>4,000</u>	<u>4,710</u>	<u>4,700</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
85010	TELEPHONE	3,849	4,358	4,600	3,000	3,000
85050	CABLE TV	13,779	10,622	15,000	1,492	13,000
85060	WEBSITE	1,272	3,096	3,000	8,200	3,000
85070	NETWORK/TECHNICAL SUPPORT(I-NET)	20,515	25,269	17,719	23,000	24,000
85080	LASERFICHE/FIBER CABLE MAINTENANCE	2,127	4,020	0	0	0
86010	MILEAGE	0	61	0	0	0
86100	COMMISSIONS/MEMBERSHIPS/TRAINING	0	0	0	0	0
87090	REPAIR EQUIPMENT	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	5	0	0
89010	SPECIAL EVENTS	2,733	884	5,000	0	1,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>44,275</u>	<u>48,311</u>	<u>45,324</u>	<u>35,692</u>	<u>44,000</u>
116	<i>TOTAL EXPENDITURES</i>	<u><u>70,102</u></u>	<u><u>70,308</u></u>	<u><u>74,600</u></u>	<u><u>64,300</u></u>	<u><u>76,350</u></u>
<i>OTHER FINANCING USES</i>						
97000	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING USES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>TOTAL EXPENDITURES &amp;</i>						

*OTHER FINANCING USES*

<u>70,102</u>	<u>70,308</u>	<u>74,600</u>	<u>64,300</u>	<u>76,350</u>
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**PLANNING & INSPECTIONS EXPENDITURES (117)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	49,912	45,834	49,750	50,800	54,000
60520	PART-TIME FIRE INSPECTOR	4,250	6,453	7,000	5,000	7,000
64011	PERA CONTRIBUTIONS	3,516	3,431	3,750	3,800	4,200
64012	FICA CONTRIBUTIONS	4,198	4,059	4,350	4,100	4,100
64031	HOSPITALIZATION	6,859	7,803	16,100	15,000	17,050
64032	DENTAL	230	242	220	600	600
64033	LONG-TERM DISABILITY	69	67	75	150	150
64034	LIFE INSURANCE	76	89	100	210	210
	<i>TOTAL COMPENSATION</i>	69,110	67,976	81,345	79,660	87,310
	<i>MATERIALS &amp; SUPPLIES</i>					
70100	SUPPLIES	31	36	50	50	50
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	31	36	50	50	50
	<i>OTHER SERVICES &amp; CHARGES</i>					
80400	CONSULTING PLANNER	16,674	0	0	0	0
80500	GIS SUPPORT	936	940	1,100	1,000	1,000
81210	BUILDING INSPECTORS	43,686	57,341	50,000	50,000	50,000
81220	MECHANICAL INSPECTORS	5,732	4,236	5,000	5,000	5,000
81230	PLUMBING INSPECTORS	2,193	3,940	3,000	3,000	3,000
85015	CELL PHONE	379	600	600	600	600
86010	MILEAGE	8	202	30	80	80
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	81	295	750	300	300
86110	MEMBERSHIPS	90	113	150	295	300
88000	INSURANCE & BONDS	0	0	0	0	0
89070	ENERGY AUDIT INCENTEIVE	0	0	2,500	250	2,500
89100	ENERGY REBATE PROGRAM	101	0	0	0	200
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	69,880	67,666	63,130	60,525	62,980
117	<i>TOTAL EXPENDITURES</i>	<b>139,021</b>	<b>135,678</b>	<b>144,525</b>	<b>140,235</b>	<b>150,340</b>

**EMERGENCY PREPAREDNESS EXPENDITURES (121)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	3,316	3,580	3,780	3,950	4,100
60520	PART TIME EMERGENCY MGMT	0	0	1,500	1,500	1,800
64011	PERA CONTRIBUTIONS	249	265	285	300	320
64012	FICA CONTRIBUTIONS	254	274	445	440	410
64031	HOSPITALIZATION	777	802	870	870	900
64032	DENTAL	33	34	40	40	40
64033	LONG-TERM DISABILITY	5	4	6	5	5
64034	LIFE INSURANCE	2	3	4	5	5
	<i>TOTAL COMPENSATION</i>	<u>4,636</u>	<u>4,962</u>	<u>6,930</u>	<u>7,110</u>	<u>7,580</u>
	<i>MATERIALS &amp; SUPPLIES</i>					
70120	SUPPLIES	0	441	1,000	0	1,000
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>0</u>	<u>441</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>
	<i>OTHER SERVICES &amp; CHARGES</i>					
85015	CELL PHONE	124	0	200	100	100
85020	ELECTRIC	223	76	100	100	100
86100	MILEAGE/CONF/EDU/ASSO	0	0	0	0	0
86800	RADIO SUBSCRIBER FEE	0	0	0	0	0
87091	CIVIL DEFENSE SIREN REPAIR	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>347</u>	<u>76</u>	<u>300</u>	<u>0</u>	<u>200</u>
121	<i>TOTAL EXPENDITURES</i>	<u><b>4,983</b></u>	<u><b>5,478</b></u>	<u><b>8,230</b></u>	<u><b>7,110</b></u>	<u><b>8,780</b></u>
	<i>OTHER FINANCING USES</i>					
97000	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING USES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<u><b>4,983</b></u>	<u><b>5,478</b></u>	<u><b>8,230</b></u>	<u><b>7,110</b></u>	<u><b>8,780</b></u>

**POLICE EXPENDITURES (122)**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT TITLE</b>	<b>ACTUAL 2018</b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>ESTIMATED 2020</b>	<b>PROPOSED 2021</b>
	<i>OTHER SERVICES &amp; CHARGES</i>					
81000	POLICE SERVICES	1,011,891	1,156,139	1,194,426	1,194,426	1,225,556
81200	DISPATCH 911	36,681	36,066	39,247	39,427	35,715
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>1,048,572</u>	<u>1,192,205</u>	<u>1,233,673</u>	<u>1,233,853</u>	<u>1,261,271</u>
122	<i>TOTAL EXPENDITURES</i>	<u><u>1,048,572</u></u>	<u><u>1,192,205</u></u>	<u><u>1,233,673</u></u>	<u><u>1,233,853</u></u>	<u><u>1,261,271</u></u>

**PROSECUTION EXPENDITURES (123)**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT TITLE</b>	<b>ACTUAL 2018</b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>ESTIMATED 2020</b>	<b>PROPOSED 2021</b>
	<i>OTHER SERVICES &amp; CHARGES</i>					
80200	LEGAL FEES	30,000	30,000	31,000	31,000	31,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	30,000	30,000	31,000	31,000	31,000
123	<i>TOTAL EXPENDITURES</i>	<b>30,000</b>	<b>30,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>

**FIRE SERVICES EXPENDITURES (124)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	0	0	0	0	0
61510	DRILL COMPENSATION	17,913	17,622	18,900	15,500	18,500
61520	FIRE COMPENSATION	17,216	13,880	18,900	16,200	16,000
61525	ADMIN DUTY COMPENSATION/ TNG PREPARATION	16,472	16,212	16,995	3,500	25,000
61530	FIRE HALL CLEANING	1,430	1,327	1,700	2,700	3,000
61540	HAZMAT TNG COMPENSATION	1,082	1,496	2,200	300	1,500
61547	TRAINING PREPARATION	0	59	0	0	0
61550	OFFICER COMPENSATION	24,182	13,181	26,250	3,100	23,000
64012	FICA CONTRIBUTIONS	5,946	4,874	6,510	3,100	6,000
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
<i>TOTAL COMPENSATION</i>		84,241	68,652	91,455	44,400	93,000
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	5,643	9,638	16,500	10,000	10,000
70120	TOOLS	1,720	242	500	200	500
70500	POSTAGE	7	0	0	0	3,500
74000	MOTOR FUEL & LUBRICANTS	2,349	1,255	2,400	1,100	1,900
77000	CLOTHING	2,843	257	8,000	1,700	8,000
<i>TOTAL MATERIALS &amp; SUPPLIES</i>		12,562	11,392	27,400	13,000	23,900
<i>OTHER SERVICES &amp; CHARGES</i>						
80330	FIRE CONSULTANT	0	0	20,000	40,000	50,000
82010	CLEANING/WASTE REMOVAL	0	61	0	0	0
82011	LINEN CLEANING	1,373	1,446	0	1,500	1,500
85015	CELL PHONE	1,356	969	0	950	1,000
85070	NETWORK/TECHNICAL SUPPORT(I-NET)	13,150	8,423	26,579	18,500	32,000
86010	MILEAGE	0	447	0	0	0
86020	TRAINING	15,605	10,122	18,000	3,000	12,000
86110	MEMBERSHIPS	1,143	440	1,200	4,100	1,200

86120	SUBSCRIPTIONS	0	0	0	0	0
86200	MEDICAL EXAMINATIONS	2,266	2,890	3,000	3,000	3,500
86800	RADIO MESB/FLEET SUPPORT	980	1,514	1,200	800	1,600
87025	HAZMAT EQUIPMENT MAINT	2,097	736	1,400	800	1,500
87029	REPAIR EQUIPMENT/CONTRACT MAINTENANCE	16,432	17,473	18,000	21,000	25,000
87092	REPAIR RADIOS	43	755	2,000	0	2,000
88000	INSURANCE & BONDS	13,448	12,548	15,000	13,300	15,500
89000	MISCELLANEOUS	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	67,893	57,824	106,379	106,950	146,800
124	<i>TOTAL EXPENDITURES</i>	<b>164,696</b>	<b>137,867</b>	<b>225,234</b>	<b>164,350</b>	<b>263,700</b>
97000	TRANSFERS	0	0	0	0	75,000
	<i>TOTAL OTHER FINANCING USES</i>	0	0	0	0	75,000
	<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<b>164,696</b>	<b>137,867</b>	<b>225,234</b>	<b>164,350</b>	<b>338,700</b>



**FIRE RELIEF (125)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION &amp; AID</i>					
64040	MN STATE FIRE AID	57,508	59,443	70,000	60,000	50,000
	<i>TOTAL COMPENSATION &amp; AID</i>	57,508	59,443	70,000	60,000	50,000
125	<i>TOTAL EXPENDITURES</i>	<b>57,508</b>	<b>59,443</b>	<b>70,000</b>	<b>60,000</b>	<b>50,000</b>

**CITY HALL & GROUNDS EXPENDITURES (131)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	16,459	16,793	17,950	18,000	18,600
60520	PART-TIME EMPLOYEES	2,000	0	2,000	1,000	2,000
64011	PERA CONTRIBUTIONS	1,234	1,260	1,350	1,400	1,450
64012	FICA CONTRIBUTIONS	1,323	1,193	1,600	1,300	1,650
64031	HOSPITALIZATION	3,689	3,828	5,000	4,000	5,100
64032	DENTAL	219	155	190	180	190
64033	LONG-TERM DISABILITY	41	20	0	45	45
64034	LIFE INSURANCE	29	28	30	60	60
	<i>TOTAL COMPENSATION</i>	<u>24,994</u>	<u>23,276</u>	<u>28,120</u>	<u>25,985</u>	<u>29,095</u>
	<i>MATERIALS &amp; SUPPLIES</i>					
70110	SUPPLIES	11,166	9,389	11,000	10,000	11,000
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>11,166</u>	<u>9,389</u>	<u>11,000</u>	<u>10,000</u>	<u>11,000</u>
	<i>OTHER SERVICES &amp; CHARGES</i>					
82010	WASTE REMOVAL	467	0	500	0	500
85010	TELEPHONE	0	0	0	0	0
85015	CELL PHONE	1,757	2,183	2,030	2,900	2,400
85020	ELECTRIC	5,800	4,609	6,000	5,000	5,500
85025	SOLAR GARDEN	8,143	8,876	7,000	7,000	7,000
85030	NATURAL GAS	5,044	5,187	7,000	6,000	6,000
85040	WATER	1,277	738	1,200	850	900
85070	SEWER	544	197	120	200	200
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	668	0	600	708	800
87010	CITY HALL GROUNDS/FACILITIES/BLDG. MAINT.	7,627	11,233	6,000	8,000	8,500
87100	PANIC BUTTON SECURITY	378	284	400	500	500
88000	INSURANCE & BONDS	12,154	20,902	16,000	24,087	24,000
89000	MISCELLANEOUS	91	91	100	90	100
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>43,950</u>	<u>54,300</u>	<u>46,950</u>	<u>55,335</u>	<u>56,400</u>
131	<i>TOTAL EXPENDITURES</i>	<u><b>80,110</b></u>	<u><b>86,965</b></u>	<u><b>86,070</b></u>	<u><b>91,320</b></u>	<u><b>96,495</b></u>
	<i>OTHER FINANCING USES</i>					
97000	TRANSFERS	0	0	0	0	0

*TOTAL OTHER FINANCING USES*

0                    0                    0                    0                    0

*TOTAL EXPENDITURES &  
OTHER FINANCING USES*

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80,110                    86,965                    86,070                    91,320                    96,495

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**STREET EXPENDITURES (132)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	45,760	45,964	49,700	49,000	52,000
60520	PART-TIME EMPLOYEES	6,325	1,320	8,000	8,000	8,000
64011	PERA CONTRIBUTIONS	3,431	3,516	3,750	3,800	3,900
64012	FICA CONTRIBUTIONS	3,799	3,489	4,430	4,400	4,600
64031	HOSPITALIZATION	10,003	10,330	12,800	11,000	13,100
64032	DENTAL	439	450	530	480	500
64033	LONG-TERM DISABILITY	74	54	70	130	130
64034	LIFE INSURANCE	70	69	75	160	160
	<i>TOTAL COMPENSATION</i>	69,901	65,191	79,355	76,970	82,390
<i>MATERIALS &amp; SUPPLIES</i>						
70120	SUPPLIES	5,833	5,645	6,000	5,000	6,000
74000	MOTOR FUEL & LUBRICANTS	6,984	10,812	7,500	6,000	7,500
75000	BITUMINOUS PATCHING	1,536	934	1,800	9,000	4,000
75100	STREET SIGNS	1,287	834	400	200	400
77000	CLOTHING	890	360	1,000	900	1,000
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	16,530	18,585	16,700	21,100	18,900
<i>OTHER SERVICES &amp; CHARGES</i>						
83030	SNOW REMOVAL	9,450	8,994	30,000	9,000	30,000
85015	CELL PHONE	105	0	200	0	100
85020	STREET LIGHTING POWER	13	0	0	0	0
85040	WATER FOR BLVD PLANTS	0	0	0	0	0
85070	NETWORK/TECHNICL SUPPORT(I-NET)	1,646	584	3,800	4,400	4,400
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	694	600	500	500
86101	MILEAGE	47	594	260	260	260
87000	REPAIR EQUIPMENT	7,599	1,911	7,000	5,000	5,000
87005	CROSSWALK PAINTING	0	0	200	0	0
87010	BOULEVARD MAINTENANCE	93	426	1,500	900	1,000
87011	REPAIR PICKUP TRUCK	0	0	0	0	0
87012	REPAIR TRUCK	0	3,466	0	0	0
87016	REPAIR JOHN DEERE	0	0	0	0	0
87500	RENTAL OF EQUIPMENT	0	0	800	0	0
88000	INSURANCE & BONDS	18,297	9,763	12,000	4,400	6,000
89000	MISCELLANEOUS	230	250	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	37,480	26,682	56,360	24,460	47,260

132		<i>TOTAL EXPENDITURES</i>	<u>123,911</u>	<u>110,458</u>	<u>152,415</u>	<u>122,530</u>	<u>148,550</u>
		<i>OTHER FINANCING USES</i>					
97000	TRANSFERS	<i>TOTAL OTHER FINANCING USES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<u>123,911</u>	<u>110,458</u>	<u>152,415</u>	<u>122,530</u>	<u>148,550</u>

**ENGINEERING EXPENDITURES (133)**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT TITLE</b>	<b>ACTUAL 2018</b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>ESTIMATED 2020</b>	<b>PROPOSED 2021</b>
	<i>OTHER SERVICES &amp; CHARGES</i>					
80100	ENGINEERING SERVICES	15,269	9,291	10,000	10,000	10,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>15,269</u>	<u>9,291</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
133	<i>TOTAL EXPENDITURES</i>	<u><u>15,269</u></u>	<u><u>9,291</u></u>	<u><u>10,000</u></u>	<u><u>10,000</u></u>	<u><u>10,000</u></u>

**TREE PROGRAM EXPENDITURES (134)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
	<i>COMPENSATION</i>					
60100	REGULAR SALARIES	0	0	0	0	0
60520	PART-TIME EMPLOYEES	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	<i>TOTAL COMPENSATION</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>MATERIALS &amp; SUPPLIES</i>					
70110	SUPPLIES	105	0	50	0	50
74000	MOTOR FUEL & LUBRICANTS	0	0	0	0	0
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>105</u>	<u>0</u>	<u>50</u>	<u>0</u>	<u>50</u>
	<i>OTHER SERVICES &amp; CHARGES</i>					
80330	FORESTRY CONSULTANT	2,025	1,698	5,000	4,000	5,000
84010	TREE TRIMMING	0	0	17,500	17,500	17,500
84020	TREE REMOVAL	0	0	5,000	5,000	10,000
84030	TREE PLANTING	0	0	5,000	5,000	5,000
84040	STORM DAMAGE	0	0	5,000	5,000	5,000
86010	MILEAGE	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>2,025</u>	<u>1,698</u>	<u>37,500</u>	<u>36,500</u>	<u>42,500</u>
134	<i>TOTAL EXPENDITURES</i>	<u><u>2,130</u></u>	<u><u>1,698</u></u>	<u><u>37,550</u></u>	<u><u>36,500</u></u>	<u><u>42,550</u></u>
	<i>OTHER FINANCING USES</i>					
97000	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING USES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>TOTAL EXPENDITURES &amp;</i>					

*OTHER FINANCING USES*

<u>2,130</u>	<u>1,698</u>	<u>37,550</u>	<u>36,500</u>	<u>42,550</u>
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**PARK MAINTENANCE & ADMINISTRATION EXPENDITURES (141)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	33,676	33,602	34,700	35,000	37,000
60520	PART-TIME EMPLOYEES	3,951	10,941	5,000	8,000	8,000
60540	RINK ATTENDENTS-SEASONAL	2,754	1,855	4,000	1,000	2,000
64011	PERA CONTRIBUTIONS	2,437	2,271	2,600	2,600	2,800
64012	FICA CONTRIBUTIONS	2,989	3,414	3,350	3,400	3,600
64031	HOSPITALIZATION	5,528	4,039	7,100	4,200	7,300
64032	DENTAL	289	187	220	250	280
64033	LONG-TERM DISABILITY	57	40	50	70	70
64034	LIFE INSURANCE	70	63	70	90	90
	<i>TOTAL COMPENSATION</i>	<u>51,751</u>	<u>56,412</u>	<u>57,090</u>	<u>54,610</u>	<u>61,140</u>
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	4,108	4,320	7,000	4,500	5,000
74000	MOTOR FUEL & LUBRICANTS	248	0	800	800	800
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>4,356</u>	<u>4,320</u>	<u>7,800</u>	<u>5,300</u>	<u>5,800</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
82010	WASTE REMOVAL	0	0	0	0	0
85010	TELEPHONE	0	0	0	0	0
85011	TELEPHONE - LANDLINE	901	827	1,000	1,000	1,000
85015	CELL PHONE	163	0	350	0	100
85020	ELECTRIC	4,732	4,058	4,800	4,500	4,500
85030	NATURAL GAS	1,078	1,294	1,200	1,300	1,200
85040	WATER	4,433	2,280	4,000	2,300	4,000
85070	SEWER	2,634	0	2,800	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	350	200	200	200
86101	MILEAGE	163	0	0	0	0
86105	TEMPORARY WARMING HOUSE	250	(20)	3,000	300	3,000
86110	MEMBERSHIPS	0	455	150	150	150
87120	FACILITIES & GROUNDS MAINTENANCE	1,543	8,104	7,000	7,000	7,000
87130	MINI WARMING HOUSE	2,053	1,050	0	0	0
88000	INSURANCE & BONDS	2,835	5,071	6,000	5,300	6,000
89000	MISCELLANEOUS	33	953	50	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>20,818</u>	<u>24,422</u>	<u>30,550</u>	<u>22,050</u>	<u>27,150</u>

141		<i>TOTAL EXPENDITURES</i>	76,925	85,153	95,440	81,960	94,090
		<i>OTHER FINANCING USES</i>					
97000	TRANSFERS		26,000	26,000	26,000	26,000	26,000
		<i>TOTAL OTHER FINANCING USES</i>	26,000	26,000	26,000	26,000	26,000
		<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<b>102,925</b>	<b>111,153</b>	<b>121,440</b>	<b>107,960</b>	<b>120,090</b>

**CONTINGENCY EXPENDITURES (192)**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT TITLE</b>	<b>ACTUAL 2018</b>	<b>ACTUAL 2019</b>	<b>BUDGET 2020</b>	<b>ESTIMATED 2020</b>	<b>PROPOSED 2021</b>
	<i>WAGES, SALARIES, &amp; COMP</i>					
64011	PERA	0	0	0	0	0
64012	FICA CONTRIBUTION	0	0	0	0	0
	<i>TOTAL WAGES, SALARIES &amp; COMP</i>	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 0
	<i>OTHER SERVICES &amp; CHARGES</i>					
89000	MISCELLANEOUS	3,953	4,961	4,000	3,000	4,000
89010	UNALLOCATED COMPENSATION	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<hr/> 3,953	<hr/> 4,961	<hr/> 4,000	<hr/> 3,000	<hr/> 4,000
192	<i>TOTAL EXPENDITURES</i>	<hr/> <hr/> 3,953	<hr/> <hr/> 4,961	<hr/> <hr/> 4,000	<hr/> <hr/> 3,000	<hr/> <hr/> 4,000
	<i>OTHER FINANCING USES</i>					
97000	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING USES</i>	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 0	<hr/> 0
	<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<hr/> <hr/> 3,953	<hr/> <hr/> 4,961	<hr/> <hr/> 4,000	<hr/> <hr/> 3,000	<hr/> <hr/> 4,000

PARK PROGRAMS (201)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>INTERGOVERNMENTAL</i>						
33610	GRANTS	0	1,000	0	0	0
	TOTAL INTERGOVERNMENTAL	0	1,000	0	0	0
<i>CHARGES FOR SERVICES</i>						
34310	RECREATION FEES	4,639	6,361	6,500	776	6,500
34340	NON-RESIDENT FEES	5,658	1,925	0	0	0
	TOTAL CHARGES FOR SERVICES	10,297	8,286	6,500	776	6,500
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	225	654	150	200	250
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	7	83	0	0	0
36232	CONTRIBUTIONS - SCHOLARSHIP	0	0	0	0	0
36233	CONTRIBUTIONS - FRIENDS OF REC SPORT PROG	570	0	0	0	0
36235	CONTRIBUTIONS LUTHERAN CHURCH REC ON GO	500	0	0	0	0
36236	CONTRIBUTION - PROGRAM SUPPORT	0	1,080	1,000	0	1,000
34350	CONTRIBUTION - 5 K RUN	0	0	0	0	0
36400	MISCELLANEOUS	0	742	0	0	0
	TOTAL MISCELLANEOUS	1,302	2,559	1,150	200	1,250
201	TOTAL REVENUES	11,599	11,846	7,650	976	7,750
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	26,000	26,000	26,000	26,000	26,000
	TOTAL OTHER FINANCING SOURCES	26,000	26,000	26,000	26,000	26,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	37,599	37,846	33,650	26,976	33,750
<b>EXPENDITURES:</b>						
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	13,964	9,475	12,500	12,500	14,000
60520	PART-TIME EMPLOYEES	4,265	0	0	0	0
60530	SEASONAL EMPLOYEES	4,551	7,183	8,000	376	8,000
64011	PERA CONTRIBUTIONS	937	703	950	900	1,020
64012	FICA CONTRIBUTIONS	1,729	1,312	950	1,015	2,110
64031	HOSPITALIZATION	2,036	18	550	26	2,200
64032	DENTAL	113	0	150	0	135
64033	LONG-TERM DISABILITY	27	14	30	25	30
64034	LIFE INSURANCE	34	26	30	40	45
	TOTAL COMPENSATION	27,656	18,732	23,160	14,882	27,540
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	890	732	900	0	900
70300	RECREATION SUPPLIES	0	0	200	0	200
70440	PRINT & PUBLISHING & ADVERTISING	736	645	650	0	650
73000	RECREATION EQUIPMENT	0	0	0	0	0
	TOTAL MATERIALS & SUPPLIES	1,626	1,376	1,750	0	1,750
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	712	688	800	747	800
86010	MILEAGE	94	25	50	0	50
86100	CONFERENCES / EDUCATION/BACKGROUND CKS	0	0	300	0	300
87500	RENTAL OF EQUIP/FACILITIES OPEN GYM	0	0	0	0	0
87700	INSTRUCTOR - SPECIALTY	4,618	4,453	5,000	100	5,000
88000	INSURANCE & BONDS	0	0	0	0	0
88500	PAYPAL EXPENSES	333	120	300	20	200
88600	RECREATION - SCHOLARSHIP	0	0	0	0	0
88700	TARGET GRANT EXPS	0	308	690	0	0
89000	MISCELLANEOUS	40	0	40	0	0
	TOTAL OTHER SERVICES & CHARGES	5,797	5,593	7,180	867	6,350
-201	TOTAL EXPENDITURES	35,079	25,702	32,090	15,749	35,640
	FUND BALANCE - JANUARY 1	15,904	18,424	30,567	30,567	41,794
	CHANGE IN FUND BALANCE	2,520	12,143	1,560	11,227	(1,890)

FUND BALANCE - DECEMBER 31

18,424

30,567

32,127

41,794

39,904

CHARITABLE GAMBLING ( 202)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
	<i>MISCELLANEOUS</i>					
36200	3% TAX	614	796	600	600	600
36211	INTEREST ON INVESTMENTS	7	35	0	0	20
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	0	7	0	0	0
36222	10% REQUIREMENT	260	636	50	50	50
36400	MISCELLANEOUS	0	0	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	881	1,474	650	650	670
202	<i>TOTAL REVENUES</i>	881	1,474	650	650	670
	<i>OTHER FINANCING SOURCES</i>					
39200	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	0	0	0	0
	<i>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</i>	881	1,474	650	650	670
<b>EXPENDITURES:</b>						
	<i>MATERIALS &amp; SUPPLIES</i>					
70100	SUPPLIES	0	0	0	0	0
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	0	0	0	0	0
	<i>OTHER SERVICES &amp; CHARGES</i>					
80310	AUDIT	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
89100	MISC - 3% EXPENSES	0	0	600	0	600
89200	MISC - 10% EXPENSES	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	0	0	600	0	600
-202	<i>TOTAL EXPENDITURES</i>	0	0	600	0	600
	FUND BALANCE - JANUARY 1	0	881	2,355	2,355	3,005
	CHANGE IN FUND BALANCE	881	1,474	50	650	70
	FUND BALANCE - DECEMBER 31	881	2,355	2,405	3,005	3,075

**COMMUNITY GARDEN (203)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>CHARGES FOR SERVICES</i>						
34500	COMMUNITY GARDEN PLOT FEE	750	700	725	725	725
	<i>TOTAL CHARGES FOR SERVICES</i>	<u>750</u>	<u>700</u>	<u>725</u>	<u>725</u>	<u>725</u>
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	61	112	25	50	25
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	1	14	0	0	0
36300	DONATION - COMMUNITY GARDEN	0	0	0	0	0
36400	MISCELLANEOUS	0	0	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	<u>62</u>	<u>126</u>	<u>25</u>	<u>50</u>	<u>25</u>
203	<i>TOTAL REVENUES</i>	<u>812</u>	<u>826</u>	<u>750</u>	<u>775</u>	<u>750</u>
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING SOURCES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</i>	<u>812</u>	<u>826</u>	<u>750</u>	<u>775</u>	<u>750</u>
<b>EXPENDITURES:</b>						
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	174	173	1,000	500	4,000
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>174</u>	<u>173</u>	<u>1,000</u>	<u>500</u>	<u>4,000</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	0	0	0	0	0
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0
89000	MISCELLANEOUS	0	0	0	0	0
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
-203	<i>TOTAL EXPENDITURES</i>	<u>174</u>	<u>173</u>	<u>1,000</u>	<u>500</u>	<u>4,000</u>
	FUND BALANCE - JANUARY 1	3,701	4,339	4,993	4,993	5,268
	CHANGE IN FUND BALANCE	638	654	(250)	275	(3,250)
	FUND BALANCE - DECEMBER 31	<u>4,339</u>	<u>4,993</u>	<u>4,743</u>	<u>5,268</u>	<u>2,018</u>

WATER (204)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>INTERGOVERNMENTAL</i>						
33611	ST PAUL WATER UTILITY	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0
<i>CHARGES FOR SERVICES</i>						
34180	WATER CHARGES	44,404	24,338	35,000	35,000	35,000
	TOTAL CHARGES FOR SERVICES	44,404	24,338	35,000	35,000	35,000
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	1,935	3,739	1,800	1,800	1,500
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	52	495	0	0	0
	TOTAL MISCELLANEOUS	1,987	4,233	1,800	1,800	1,500
204	TOTAL REVENUES	46,391	28,571	36,800	36,800	36,500
<b>EXPENDITURES:</b>						
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	6,473	6,668	6,900	7,000	7,250
64011	PERA CONTRIBUTIONS	486	500	520	520	550
64012	FICA CONTRIBUTIONS	443	457	530	500	560
64031	HOSPITALIZATION	1,935	2,006	2,300	2,200	2,900
64032	DENTAL	92	85	106	90	135
64033	LONG-TERM DISABILITY	18	6	12	24	36
64034	LIFE INSURANCE	11	10	12	34	36
	TOTAL COMPENSATION	9,458	9,733	10,380	10,368	11,467
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	712	688	800	747	800
86100	CONFERENCE & EDUCATION	0	0	0	0	0
87090	REPAIR EQUIPMENT	0	0	4,000	0	4,000
87120	REPAIRS & MAINTENANCE	0	214	300	400	300
88500	BILLING FEES	762	738	770	770	770
89000	MISCELLANEOUS	0	0	100	0	100
89070	HYDRANT MARKERS	0	0	200	0	200
	TOTAL OTHER SERVICES & CHARGES	1,474	1,640	6,170	1,917	6,170
<i>CAPITAL OUTLAY</i>						
94700	INFRASTRUCTURE IMPROVEMENTS	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	0	0
-204	TOTAL EXPENDITURES	10,932	11,373	16,550	12,285	17,637
<i>OTHER FINANCING USES</i>						
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES AND OTHER FINANCING USES	10,932	11,373	16,550	12,285	17,637
	FUND BALANCE - JANUARY 1	125,996	161,455	178,653	178,653	203,168
	CHANGE IN FUND BALANCE	35,459	17,198	20,250	24,515	18,863
	FUND BALANCE - DECEMBER 31	161,455	178,653	198,903	203,168	222,031



RECYCLING (206)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>INTERGOVERNMENTAL</i>						
33610	COUNTY GRANT - RECYCLING	12,950	14,356	15,318	15,318	15,500
33611	COUNTY GRANT - BULKY ITEM RECYCLING	0	0	0	0	0
	<i>TOTAL INTERGOVERNMENTAL</i>	<u>12,950</u>	<u>14,356</u>	<u>15,318</u>	<u>15,318</u>	<u>15,500</u>
<i>CHARGES FOR SERVICES</i>						
34180	SOLID WASTE FEE	74,566	80,162	76,000	75,000	76,000
34181	SOLID WASTE PENALTY	0	0	0	0	0
34182	SALE OF RECYCLING/COMPOST BINS	0	0	0	0	0
34183	COMPOST BINS	0	0	0	0	0
	<i>TOTAL CHARGES FOR SERVICES</i>	<u>74,566</u>	<u>80,162</u>	<u>76,000</u>	<u>75,000</u>	<u>76,000</u>
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	1,289	2,125	1,400	1,200	1,400
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	33	265	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	<u>1,322</u>	<u>2,390</u>	<u>1,400</u>	<u>1,200</u>	<u>1,400</u>
206	<i>TOTAL REVENUES</i>	<u><u>88,838</u></u>	<u><u>96,909</u></u>	<u><u>92,718</u></u>	<u><u>91,518</u></u>	<u><u>92,900</u></u>
<b>EXPENDITURES:</b>						
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	11,076	10,790	10,800	12,000	12,450
64011	PERA CONTRIBUTIONS	794	804	850	900	950
64012	FICA CONTRIBUTIONS	861	841	860	900	960
64031	HOSPITALIZATION	1,302	1,668	3,600	3,600	3,800
64032	DENTAL	61	70	60	140	150
64033	LONG-TERM DISABILITY	17	15	18	35	36
64034	LIFE INSURANCE	15	18	20	42	44
	<i>TOTAL COMPENSATION</i>	<u>14,126</u>	<u>14,205</u>	<u>16,208</u>	<u>17,617</u>	<u>18,390</u>
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	0	0	300	100	300
70420	NEWSLETTERS	204	113	500	500	500
70500	POSTAGE	0	66	300	260	300
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>204</u>	<u>179</u>	<u>1,100</u>	<u>860</u>	<u>1,100</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	712	688	800	747	800
82030	RECYCLING CONTRACT	69,581	74,997	76,000	75,000	80,000
82035	BULKY WASTE STUDY	0	0	0	0	0
82040	BULKY ITEM RECYCLING	151	0	0	0	0
86010	MILEAGE	0	0	0	0	0
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	0	0	0	0	0
88000	INSURANCE & BONDS	0	0	0	0	0
88500	BILLING FEES	673	672	750	750	750
89000	MISCELLANEOUS	57	0	0	0	0
89010	CLEAN-UP DAY & MULCH ACTIVITIES	400	1,698	2,000	400	2,000
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>71,574</u>	<u>78,055</u>	<u>79,550</u>	<u>76,897</u>	<u>83,550</u>
-206	<i>TOTAL EXPENDITURES</i>	<u><u>85,904</u></u>	<u><u>92,439</u></u>	<u><u>96,858</u></u>	<u><u>95,374</u></u>	<u><u>103,040</u></u>
	FUND BALANCE - JANUARY 1	99,952	102,886	107,355	107,355	103,499
	CHANGE IN FUND BALANCE	<u>2,934</u>	<u>4,469</u>	<u>(4,140)</u>	<u>(3,856)</u>	<u>(10,140)</u>
	FUND BALANCE - DECEMBER 31	<u><u>102,886</u></u>	<u><u>107,355</u></u>	<u><u>103,215</u></u>	<u><u>103,499</u></u>	<u><u>93,359</u></u>

COMMUNITY/ECONOMIC DEVELOPMENT (208)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>INTERGOVERNMENTAL</i>						
33610	CITY WIDE RESILENCY GRANT	0	0	0	0	0
	TOTAL GOVERNMENTAL	0	0	0	0	0
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	756	428	500	400	300
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	8	52	0	0	0
36220	RENTS & ROYALTIES	0	3,790	1,895	1,895	1,895
36400	MISCELLANEOUS	1,000	0	0	0	0
36410	CONDUIT DEBT	0	0	0	0	0
36500	DEV ELOPER REIMBURSEMENTS	0	0	0	0	0
	TOTAL MISCELLANEOUS	1,764	4,271	2,395	2,295	2,195
208	TOTAL REVENUES	1,764	4,271	2,395	2,295	2,195
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	1,764	4,271	2,395	2,295	2,195
<b>EXPENDITURES:</b>						
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG-TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	TOTAL COMPENSATION	0	0	0	0	0
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	712	688	800	747	800
81900	OTHER PROFESSIONAL SERVICES	32,797	6,951	12,000	12,000	8,000
81905	DEVELOPER EXPENSES	0	0	0	0	0
81910	RESILIANCY GRANT EXPENSES	0	0	0	0	0
89000	MISCELLANEOUS	436	441	300	0	300
	TOTAL OTHER SERVICES & CHARGES	33,945	8,081	13,100	12,747	9,100
-208	TOTAL EXPENDITURES	33,945	8,081	13,100	12,747	9,100
	FUND BALANCE - JANUARY 1	54,391	22,210	18,400	18,400	7,948
	CHANGE IN FUND BALANCE	(32,181)	(3,810)	(10,705)	(10,452)	(6,905)
	FUND BALANCE - DECEMBER 31	22,210	18,400	7,695	7,948	1,043

STREET LIGHTING (209)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
<i>CHARGES FOR SERVICES</i>						
34180	ELECTRIC CHARGES	41,804	41,801	41,000	41,000	41,000
	<i>TOTAL CHARGES FOR SERVICES</i>	41,804	41,801	41,000	41,000	41,000
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	254	615	200	300	200
36213	CHANGES IN FAIR VALUE OF INTEREST	7	98	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	261	713	200	300	200
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING SOURCES</i>	0	0	0	0	0
209	<i>TOTAL REVENUES</i>	42,065	42,514	41,200	41,300	41,200
<b>EXPENDITURES:</b>						
<i>MATERIALS AND SUPPLIES</i>						
70100	SUPPLIES	0	0	1,000	0	1,000
70180	LED LIGHT SUPPLIES	0	0	0	0	0
	<i>TOTAL MATERIAL &amp; SUPPLIES</i>	0	0	1,000	0	1,000
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT	712	688	850	747	850
85020	STREET LIGHTING POWER	31,449	28,105	31,000	30,000	31,000
87120	REPAIR & MAINTENANCE	6,149	0	6,000	6,000	6,000
88500	BILLING FEES	692	691	700	700	700
89000	MISCELLANEOUS	0	0	400	0	400
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	39,002	29,484	38,950	37,447	38,950
-209	<i>TOTAL EXPENDITURES</i>	39,002	29,484	39,950	37,447	39,950
	FUND BALANCE - JANUARY 1	20,942	24,005	37,035	37,035	40,888
	CHANGE IN FUND BALANCE	3,063	13,030	1,250	3,853	1,250
	FUND BALANCE - DECEMBER 31	24,005	37,035	38,285	40,888	42,138

COMMUNITY INCLUSION (210)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	PROPOSED 2021
<b>REVENUES:</b>						
INTERGOVERNMENTAL						
33610	GRANT	14,601	5,399	0	0	0
	TOTAL INTERGOVERNMENTAL	14,601	5,399	0	0	0
MISCELLANEOUS						
36211	INTEREST ON INVESTMENTS	66	481	0	50	0
36213	CHANGES IN FAIR VALUE OF INTEREST	0	85			
36233	CONTRIBUTIONS FROM PARTICIPANTS	3	0	50	35	50
36400	MISCELLANEOUS	0	103			
	TOTAL MISCELLANEOUS	69	668	50	85	50
210	TOTAL REVENUES	14,670	6,067	50	85	50
OTHER FINANCING SOURCES						
39200	TRANSFERS	0	30,000	12,000	12,000	20,000
	TOTAL OTHER FINANCING SOURCES	0	30,000	12,000	12,000	20,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	14,670	36,067	12,050	12,085	20,050
<b>EXPENDITURES:</b>						
<u>WAGES, SALRIES &amp; COMP</u>						
60100	REGULAR SALARY	0	0	0	0	0
64011	PERA CONTRIBUTIONS	0	0	0	0	0
64012	FICA CONTRIBUTIONS	0	0	0	0	0
64031	HOSPITALIZATION	0	0	0	0	0
64032	DENTAL	0	0	0	0	0
64033	LONG TERM DISABILITY	0	0	0	0	0
64034	LIFE INSURANCE	0	0	0	0	0
	TOTAL WAGES SALARIES AND COMP	0	0	0	0	0
<u>MATERIALS AND SUPPLIES</u>						
70100	SUPPLIES	994	33	0	0	100
70420	NEWSLETTER/PRINTING & PUBLISHING	2,514	841	0	0	100
70500	POSTAGE	0	0	0	0	0
	TOTAL MATERIAL AND SUPPLIES	3,508	874	0	0	200
<u>OTHER SERVICES AND CHARGES</u>						
80310	AUDIT	0	688	800	747	800
80600	PERSONNEL/CONTRACT SVCS	4,000	0	0	0	4,000
86010	MILEAGE AND PARKING	0	0	0	0	0
86100	CONFERENCES & EDUCATION	0	10	0	0	0
86105	INCLUSION EFFORTS	6,863	4,903	0	20,000	30,000
86110	MEMBERSHIPS	0	0	0	0	0
88000	INSURANCE AND BONDS	0	0	0	0	0
89000	MISCELLANEOUS	230	0	0	0	0
	TOTAL OTHER SERVICES AND CHARGES	11,093	5,601	800	20,747	34,800
-210	TOTAL EXPENDITURES	14,601	6,475	800	20,747	35,000
OTHER FINANCING USES						
97000	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	14,601	6,475	800	20,747	35,000
	FUND BALANCE - JANUARY 1	0	69	29,661	40,911	32,249
	CHANGE IN FUND BALANCE	69	29,592	11,250	(8,662)	(14,950)
	FUND BALANCE - DECEMBER 31	69	29,661	40,911	32,249	17,299

2013 G. O. IMPROVEMENT BONDS SERIES 2013A (311)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	BUDGET 2021
<b>REVENUES:</b>						
<i>PROPERTY TAXES</i>						
30111	DEBT LEVY PROPERTY TAX	0	23,874	22,440	22,440	0
	<i>TOTAL PROPERTY TAX LEVY</i>	0	23,874	22,440	22,440	0
<i>FINES &amp; FORFEITS</i>						
36100	SPECIAL ASSESSMENTS	35,538	34,155	31,220	31,000	0
	<i>TOTAL FINES &amp; FORFEITS</i>	35,538	34,155	31,220	31,000	0
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	1,254	1,200	800	800	800
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	35	256	0	0	0
39130	BOND PROCEEDS	0	0	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	1,289	1,457	800	800	800
317	<i>TOTAL REVENUES</i>	36,827	59,485	54,460	54,240	800
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	0	0	0	0	12,000
	<i>TOTAL OTHER FINANCING SOURCES</i>		0	0	0	12,000
	<i>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</i>	36,827	59,485	54,460	54,240	12,800
<b>EXPENDITURES:</b>						
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT & OTHER CHARGES	712	688	800	800	800
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	712	688	800	800	800
<i>DEBT SERVICE</i>						
94000	BOND PRINCIPAL	65,000	65,000	65,000	65,000	65,000
94500	BOND INTEREST	4,648	3,526	2,245	2,245	780
94900	BOND FEES	1,643	2,518	5,000	2,000	2,529
	<i>TOTAL DEBT SERVICE</i>	71,291	71,044	72,245	69,245	68,309
-311	<i>TOTAL EXPENDITURES</i>	72,003	71,732	73,045	70,045	69,109
	FUND BALANCE - JANUARY 1	138,122	102,946	90,699	72,114	56,309
	CHANGE IN FUND BALANCE	(35,176)	(12,247)	(18,585)	(15,805)	(56,309)
	FUND BALANCE - DECEMBER 31	102,946	90,699	72,114	56,309	(0)

G.O. EQUIPMENT CERTIFICATES 2013B - FIRE TRUCK BOND (312)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2018	ACTUAL 2019	BUDGET 2020	ESTIMATED 2020	BUDGET 2021
<b>REVENUES:</b>						
<i>PROPERTY TAXES</i>						
30111	DEBT LEVY PROPERTY TAX	98,330	97,036	95,474	98,330	98,894
	<i>TOTAL PROPERTY TAX LEVY</i>	<u>98,330</u>	<u>97,036</u>	<u>95,474</u>	<u>98,330</u>	<u>98,894</u>
<i>FINES &amp; FORFEITS</i>						
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	<i>TOTAL FINES &amp; FORFEITS</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	1,181	1,646	1,000	1,000	1,000
36213	CHANGE IN FAIR VALUE OF INVESTMENTS	45	391	0	0	0
39130	BOND PROCEEDS	0	0	0	0	0
	<i>TOTAL MISCELLANEOUS</i>	<u>1,226</u>	<u>2,037</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
317	<i>TOTAL REVENUES</i>	<u><u>99,556</u></u>	<u><u>99,073</u></u>	<u><u>96,474</u></u>	<u><u>99,330</u></u>	<u><u>99,894</u></u>
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	0	0	0	0	0
	<i>TOTAL OTHER FINANCING SOURCES</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>TOTAL REVENUES &amp; OTHER FINANCING SOURCES</i>	<u><u>99,556</u></u>	<u><u>99,073</u></u>	<u><u>96,474</u></u>	<u><u>99,330</u></u>	<u><u>99,894</u></u>
<b>EXPENDITURES:</b>						
<i>OTHER SERVICES &amp; CHARGES</i>						
80310	AUDIT & OTHER CHARGES	712	688	800	800	800
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>712</u>	<u>688</u>	<u>800</u>	<u>800</u>	<u>800</u>
<i>DEBT SERVICE</i>						
94000	BOND PRINCIPAL	85,000	85,000	85,000	85,000	85,000
94500	BOND INTEREST	9,136	8,031	6,671	6,671	5,056
94900	BOND FEES	475	250	4,000	4,000	4,000
	<i>TOTAL DEBT SERVICE</i>	<u>94,611</u>	<u>93,281</u>	<u>95,671</u>	<u>95,671</u>	<u>94,056</u>
-312	<i>TOTAL EXPENDITURES</i>	<u><u>95,323</u></u>	<u><u>93,969</u></u>	<u><u>96,471</u></u>	<u><u>96,471</u></u>	<u><u>94,856</u></u>
	FUND BALANCE - JANUARY 1	127,997	127,997	133,101	133,101	135,960
	CHANGE IN FUND BALANCE		5,104	3	2,859	5,038
	FUND BALANCE - DECEMBER 31	<u>127,997</u>	<u>133,101</u>	<u>133,104</u>	<u>135,960</u>	<u>140,998</u>