

City of St. Francis
Worksession Agenda
March 4, 2020
5:30 p.m. at City Hall

Roll Call

Call Meeting to order

Item 1 – Liquor Store donation

Item 2 - Metro Inet discussion

Item 3 - Highway 47

Adjourn



**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

1

TO: Joe Kohlmann, City Administrator
FROM: John Schmidt, Liquor Store Manager
SUBJECT: St. Francis Elementary Playground Equipment
DATE: March 4th, 2020

OVERVIEW:

Our recommendation to help support the St. Francis Elementary School Playground Equipment is to take a percentage of our daily sales up to \$2500. In order for this promotion to go on for an extended period of time, to possibly bring in new customers to the store, we thought 1% daily would work.

ACTION TO BE CONSIDERED:

1. Accept recommendation

2. Do Nothing

BUDGET IMPLICATION:

1% of daily sales up to \$2500 to be donated out of the Liquor Fund

Attachments: NONE

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Metro-Inet JPA
DATE: March 4th, 2020

OVERVIEW

Staff has been attending Metro-Inet member meetings the last few months. In short, the City of Roseville is effectively the organization that operates, conducts personnel, and holds liability for the Metro-Inet organization which consists of approximately 35 member organizations.

In short, the City of Roseville wants to move away from being the primary organization with all of this responsibility. Therefore, there is movement to spearhead creating a Joint Powers Organizations. At this time, each organization was directed to provide feedback on their willingness to be part of a JPA for Metro-Inet.

In short, here is Staff's position:

- 1) Metro-Inet provides top level IT services that involve Police, Public Works, Liquor Store transactions, Administration, software, hardware, remote access, email, data collection and storing, etc.
- 2) It is not feasible to bring IT "in-house" for the \$124,000 the City pays now.
- 3) It is uncertain as to the process of transitioning to a different outside IT service (generally acknowledged as a long and difficult process).
- 4) If St Francis were to consider leaving – who would spearhead this? No one on staff has any expertise in this area to the level required.
- 5) Staff views joining the JPA – assuming many other organizations do, as the most practical move for the City and least disruptive.



Attachments:

- 1) Memo from the Roseville City Manager
- 2) Current Budget breakdown for Metro-Inet
- 3) Potential funding breakdowns if current members disband
- 4) Budget to voting rights for JPA breakdown
- 5) Powerpoint on the potential JPA
- 6) Overview of Metro-Inet services

Item for direction:

Provide Staff direction on desire to stay within the Metro-Inet organization and pursuit of a potential JPA.

Memo

To: Metro I-Net Members
cc: Pete Bauer & Jason Swalley, Metro I-Net
From: Patrick Trudgeon, Roseville City Manager
Date: February 13, 2020
Re: Metro I-Net Discussion Points

Metro I-Net originally started as a collaboration between Roseville and Mounds View to share IT resources in 1999. Since that time, Metro I-Net has grown to 35 member organizations receiving full IT services and 9 associate members receiving limited IT services.

Not only has the number of Metro I-Net members grown, each member agency's needs have grown exponentially. Some examples in recent years include the deployment of laser fence, remote computer access, electronic door access, wireless access points, as well as body cam support for law enforcement.

Currently, Metro I-Net is under organizational control of the Roseville City Manager and Roseville City Council. All Metro I-Net employees are actually Roseville employees and fall under Roseville personnel policy, its liability coverage, and compensation structure. The Roseville City Manager makes employment decisions for Metro I-Net including the hiring and termination of employees. The City of Roseville includes the \$3.5 million Metro I-Net budget as part of its city budget.

While this arrangement has worked for many years, the following issues are making it harder to keep Metro I-Net sustainable into the future:

- Roseville City Council concern about the amount of Metro I-Net staff and the added liability and carrying costs for that amount of employees
- Roseville City Council concern the use of space within City given other city department space needs
- The Roseville employee compensation plan lags behind the market for other local governments and especially with LOGIS, a joint powers entity that provides IT services to many local governments in the Twin Cities. LOGIS has recruited several Metro I-Net staff members over the past couple of years

- As a result of the Roseville compensation plan and organizational structure, it is not possible to create the necessary executive leadership to guide the large \$3.5 million Metro I-Net enterprise
- Finally, it should be noted that the Roseville City Council could at any time decide to no longer be the lead agency for Metro I-Net and as a result, breakup Metro I-Net and let members figure out how to best provide IT services for their organization. It should be pointed out that Roseville City Council has not discussed doing this, but it is always a potential concern in the future.

Having Metro I-Net as a joint powers entity does provide members more direct control over governance of Metro I-Net, including costs, personnel, and policies and takes away uncertainty of the future of Metro I-Net.

The highlights of the joint powers agreement, as currently contemplated, are as follows:

- The initial members of the JPA will be the current members of Metro I-Net
- JPA is planned to become effective on 1/1/2021
- Metro I-Net will be governed by a Board of Directors with each member having a Director and Alternate designated
- Metro I-Net board meetings subject to open meeting law
- Each member will have the number of votes equivalent to its share of the budget
- Members will not be allowed to vote if they are in default of their financial obligation or violation of IT security policies
- Metro I-Net board will meet at least four times (Jan., April, July, Oct.) annually
- Metro I-Net board will have officers elected to 3-year terms
- Metro I-Net board will have power take all action in establishing and managing the operations of Metro I-Net
- Metro I-Net board will enter into a contract with a member to serve as the fiscal and operations agent for the organization
- Metro I-Net board will hire an executive director who will be responsible for day-to-day operations
- The executive director will have broad authority to run the operations of Metro I-Net
- The executive director can be terminated by a 2/3 vote of the Metro I-Net board
- The Metro I-Net board will establish an executive committee consisting of the 4 board officers and the member serving as the fiscal agent
- The executive committee would meet on a more frequent basis and work on duties as assigned by the board such as the budget and administrative issues
- The JPA outlines the schedule for the creation and consideration of the annual budget.
- The JPA creates 3 different classes of charges
 - Class 1 – Annual personnel & other operating expenses
 - Class 2 - Capital charges for hardware and software
 - Class 3 – Necessary additional charges
- The JPA outlines procedures for members to withdraw from Metro I-Net
- JPA creates a Metro I-Net “Associate” which is an entity that is receiving a contractual service from Metro I-Net

- The JPA has no termination date but does outline procedures to dissolve the organization

The new organizational structure will increase the costs for each member. The exact costs have not been determined yet and is highly dependent on the number of members that join the JPA. If all current members remain as members of the JPA, it is estimated that each member, including Roseville, would see an increase of 5% over the 2020 cost.

At this point, Roseville is seeking a commitment by your governing board to enter into a Metro I-Net joint powers agreement, subject to final review and approval of the JPA document. This will allow us to proceed in completing the drafting of the JPA and have an assurance on the costs to create the new entity.

AID	AGENCY ID NAME	Monthly Personnel Charge	Monthly Operating Charge	Monthly Hardware Capital Charge	Monthly Software Capital Charge	Total Monthly Charge	TOTAL ANNUAL
AH	Arden Hills	\$ 4,209	\$ 929	\$ 391	\$ 333	\$ 5,862	\$ 70,342
ANO	Anoka	\$ 19,345	\$ 2,717	\$ 1,500	\$ 1,252	\$ 24,813	\$ 297,760
BLN	Blaine	\$ 1,148	\$ 871	\$ 86	\$ 332	\$ 2,436	\$ 29,235
BV	Birchwood Village	\$ 428	\$ 63	\$ 35	\$ 54	\$ 580	\$ 6,956
CCW	Coon Creek Watershed	\$ 2,459	\$ 134	\$ 115	\$ 131	\$ 2,839	\$ 34,066
CFD	Centennial Fire	\$ 882	\$ 123	\$ 80	\$ 111	\$ 1,196	\$ 14,357
CH	Columbia Heights Police	\$ 243	\$ 35	\$ 7	\$ 60	\$ 345	\$ 4,143
CLPD	Centennial Lakes Police	\$ 3,096	\$ 357	\$ 138	\$ 225	\$ 3,816	\$ 45,786
CP	Circle Pines	\$ 2,716	\$ 692	\$ 226	\$ 249	\$ 3,884	\$ 46,605
CV	Centerville	\$ 1,498	\$ 258	\$ 125	\$ 132	\$ 2,012	\$ 24,148
EB	East Bethel	\$ 3,315	\$ 469	\$ 151	\$ 256	\$ 4,191	\$ 50,294
FH	Falcon Heights	\$ 2,445	\$ 860	\$ 185	\$ 203	\$ 3,693	\$ 44,321
FL	Forest Lake	\$ 8,885	\$ 1,633	\$ 657	\$ 629	\$ 11,803	\$ 141,641
FRD	Fridley	\$ 1,284	\$ 918	\$ 213	\$ 884	\$ 3,299	\$ 39,586
GL	Gem Lake	\$ 300	\$ 70	\$ 15	\$ 18	\$ 404	\$ 4,845
HL	Ham Lake	\$ 3,294	\$ 548	\$ 261	\$ 235	\$ 4,338	\$ 52,056
HUGO	Hugo	\$ 4,665	\$ 866	\$ 326	\$ 273	\$ 6,130	\$ 73,563
JLEC	Anoka JLEC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LAU	Lauderdale	\$ 1,127	\$ 168	\$ 83	\$ 110	\$ 1,489	\$ 17,865
LC	Little Canada	\$ 2,950	\$ 1,173	\$ 241	\$ 364	\$ 4,729	\$ 56,744
LCFD	Little Canada Fire	\$ 742	\$ 127	\$ 59	\$ 75	\$ 1,002	\$ 12,025
LE	Lake Elmo	\$ 5,273	\$ 766	\$ 330	\$ 323	\$ 6,693	\$ 80,320
LEX	Lexington	\$ 1,623	\$ 204	\$ 110	\$ 123	\$ 2,060	\$ 24,721
LJFD	Lake Johanna Fire	\$ 2,483	\$ 190	\$ 75	\$ 149	\$ 2,898	\$ 34,772
LL	Lino Lakes	\$ 12,831	\$ 2,020	\$ 1,095	\$ 1,059	\$ 17,005	\$ 204,058
MAH	Mahtomedi	\$ 4,297	\$ 695	\$ 285	\$ 313	\$ 5,590	\$ 67,081
MSFPD	MN State Fair Police	\$ 1,530	\$ 276	\$ 100	\$ 53	\$ 1,959	\$ 23,510
MV	Mounds View	\$ 8,804	\$ 1,426	\$ 726	\$ 854	\$ 11,810	\$ 141,720
MW	Maplewood	\$ 2,520	\$ 890	\$ 1,395	\$ 1,425	\$ 6,230	\$ 74,765
MWMO	Mississippi Watershed	\$ 2,960	\$ 405	\$ 352	\$ 207	\$ 3,924	\$ 47,087
NO	North Oaks	\$ 1,129	\$ 196	\$ 84	\$ 121	\$ 1,530	\$ 18,359
NSAC	North Suburban Cable	\$ 1,420	\$ 1,129	\$ 128	\$ 292	\$ 2,968	\$ 35,619
NSP	North St. Paul	\$ 13,925	\$ 2,316	\$ 967	\$ 1,373	\$ 18,580	\$ 222,965
OAK	Oakdale	\$ 17,906	\$ 2,102	\$ 1,116	\$ 590	\$ 21,715	\$ 260,576
RCL	Ramsey County Library	\$ 365	\$ 729	\$ 66	\$ 139	\$ 1,299	\$ 15,585
RCS	Ramsey County Sheriff	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RV	Roseville	\$ 38,221	\$ 8,886	\$ 2,970	\$ 2,726	\$ 52,803	\$ 633,636
RW	RWMWD	\$ 2,800	\$ 989	\$ 180	\$ 194	\$ 4,162	\$ 49,941
SA	Saint Anthony	\$ 10,106	\$ 1,951	\$ 880	\$ 1,012	\$ 13,948	\$ 167,380
SCC	Ramsey-Washington Cable	\$ 447	\$ 661	\$ 80	\$ 211	\$ 1,398	\$ 16,779
SLP	Spring Lake Park Police	\$ 135	\$ 22	\$ 4	\$ 33	\$ 194	\$ 2,331
STF	Saint Francis	\$ 8,057	\$ 1,071	\$ 468	\$ 688	\$ 10,284	\$ 123,412
VH	Vadnais Heights	\$ 7,170	\$ 1,147	\$ 480	\$ 518	\$ 9,315	\$ 111,785
VLM	Vadnais Lakes Watershed	\$ 861	\$ 68	\$ 22	\$ 8	\$ 959	\$ 11,502
WBL	White Bear Lake	\$ 731	\$ 91	\$ 57	\$ 161	\$ 1,040	\$ 12,475
WBT	White Bear Twp	\$ 3,347	\$ 540	\$ 247	\$ 304	\$ 4,437	\$ 53,249
Total Monthly		\$ 213,973	\$ 41,778	\$ 17,109	\$ 18,804	\$ 291,664	
Total Annual		\$ 2,567,673	\$ 501,336	\$ 205,313	\$ 225,646	\$ 3,499,968	

AID	AGENCY ID NAME	Annual Personnel Charge	Annual Operating	Hardware Capital Charge	Software Capital Charge	2020 TOTAL	% of Budget	JPA Overhead	100% Funded with Overhead 5% Increase	90% Funded with Overhead 17% Increase	80% Funded with Overhead 31% Increase	75% Funded with Overhead 40% Increase
AAH	Arden Hills	\$2,556,673	\$501,336	\$205,313	\$225,646	\$3,499,968	2.0%	\$3,517	Increase	Total Annual	Increase	Total Annual
AAO	Anoka	\$50,505	\$11,147	\$4,695	\$3,994	\$70,342	8.5%	\$14,888	\$14,888	\$312,649	\$49,627	\$347,387
BLN	Blaine	\$13,774	\$10,451	\$1,031	\$3,979	\$29,235	0.8%	\$1,462	\$1,462	\$30,697	\$4,873	\$34,108
BV	Birdwood Village	\$5,131	\$757	\$422	\$645	\$6,956	0.2%	\$348	\$348	\$7,304	\$1,159	\$8,115
CCW	Coon Creek Watershed	\$29,509	\$1,602	\$1,382	\$1,572	\$34,066	1.0%	\$1,703	\$1,703	\$35,769	\$5,678	\$39,745
CFD	Centennial Fire	\$10,581	\$1,480	\$963	\$1,332	\$14,357	0.4%	\$718	\$718	\$15,075	\$2,393	\$16,749
CH	Columbia Heights Police	\$2,915	\$423	\$79	\$726	\$4,143	0.1%	\$207	\$207	\$4,350	\$691	\$4,834
CLPD	Centennial Lakes Police	\$37,151	\$4,280	\$1,653	\$2,702	\$45,786	1.3%	\$2,289	\$2,289	\$48,075	\$7,631	\$53,417
CP	Circle Pines	\$32,598	\$8,307	\$2,711	\$2,990	\$46,605	1.3%	\$2,330	\$2,330	\$48,936	\$7,768	\$54,373
CV	Centerville	\$17,973	\$3,098	\$1,498	\$1,579	\$24,148	0.7%	\$1,207	\$1,207	\$25,356	\$4,025	\$28,173
EB	East Bethel	\$39,774	\$5,625	\$1,817	\$3,077	\$50,294	1.4%	\$2,515	\$2,515	\$52,808	\$8,382	\$58,676
EH	Falcon Heights	\$29,343	\$10,315	\$2,225	\$2,438	\$44,321	1.3%	\$2,216	\$2,216	\$46,537	\$7,387	\$51,708
FL	Forest Lake	\$106,622	\$19,595	\$7,878	\$7,545	\$141,641	4.0%	\$7,082	\$7,082	\$148,723	\$23,607	\$165,247
FHD	Fridley	\$15,404	\$11,016	\$2,557	\$10,608	\$39,586	1.1%	\$1,979	\$1,979	\$14,565	\$5,598	\$46,184
GL	Gem Lake	\$3,604	\$841	\$184	\$216	\$4,845	0.1%	\$242	\$242	\$5,087	\$807	\$5,652
HL	Ham Lake	\$39,532	\$6,577	\$3,127	\$2,821	\$52,056	1.5%	\$2,603	\$2,603	\$54,659	\$8,676	\$60,732
HUGO	Hugo	\$55,977	\$10,391	\$3,918	\$3,277	\$73,563	2.1%	\$3,678	\$3,678	\$77,241	\$12,260	\$85,823
JLEC	Anoka JLEC	\$-	\$-	\$-	\$-	\$-	0.0%	\$-	\$-	\$-	\$-	\$-
LAU	Lauderdale	\$13,526	\$2,020	\$994	\$1,324	\$17,865	0.5%	\$893	\$893	\$18,758	\$2,977	\$20,842
LC	Little Canada	\$35,406	\$14,078	\$2,892	\$4,368	\$56,744	1.6%	\$2,837	\$2,837	\$59,581	\$9,457	\$66,201
LCFD	Little Canada Fire	\$8,898	\$1,523	\$705	\$899	\$12,025	0.3%	\$601	\$601	\$12,627	\$2,004	\$14,030
LE	Lake Elmo	\$63,281	\$9,196	\$3,965	\$3,878	\$80,320	2.3%	\$4,016	\$4,016	\$84,336	\$13,387	\$93,707
LEX	Lexington	\$19,477	\$2,449	\$1,314	\$1,481	\$24,772	0.7%	\$1,236	\$1,236	\$25,957	\$4,120	\$28,841
LJFD	Lake Johanna Fire	\$29,795	\$2,285	\$898	\$1,793	\$34,772	1.0%	\$1,739	\$1,739	\$36,510	\$5,795	\$40,567
LL	Lino Lakes	\$153,972	\$24,236	\$13,144	\$12,706	\$204,058	5.8%	\$10,203	\$10,203	\$214,262	\$34,010	\$238,068
MAH	Mahomet	\$15,562	\$8,343	\$3,421	\$3,755	\$27,081	0.9%	\$3,354	\$3,354	\$24,686	\$3,918	\$27,429
MSPFD	MN State Fair Police	\$105,646	\$17,112	\$8,710	\$10,252	\$141,720	4.0%	\$7,066	\$7,066	\$148,806	\$23,620	\$165,340
MV	Mounds View	\$30,241	\$10,682	\$16,744	\$17,099	\$74,765	2.1%	\$3,738	\$3,738	\$78,504	\$12,461	\$87,226
MWMO	Maplewood	\$35,517	\$4,860	\$4,222	\$2,488	\$47,087	1.3%	\$2,354	\$2,354	\$49,442	\$7,848	\$54,935
NO	North Oaks	\$13,550	\$2,349	\$1,003	\$1,457	\$18,359	0.5%	\$918	\$918	\$19,277	\$3,060	\$21,419
NSAC	North Suburban Cable	\$17,037	\$13,544	\$1,539	\$3,499	\$35,619	1.0%	\$1,781	\$1,781	\$37,400	\$5,937	\$41,556
NSP	North St. Paul	\$167,098	\$27,788	\$11,601	\$16,477	\$222,965	6.4%	\$11,148	\$11,148	\$234,113	\$37,161	\$260,116
OAK	Oakdale	\$214,877	\$25,222	\$13,395	\$7,082	\$260,576	7.4%	\$13,029	\$13,029	\$273,605	\$43,430	\$304,006
RCL	Ramsey County Library	\$4,382	\$8,746	\$792	\$1,665	\$15,585	0.4%	\$779	\$779	\$16,364	\$2,597	\$18,182
RCS	Ramsey County Sheriff	\$-	\$-	\$-	\$-	\$-	0.0%	\$-	\$-	\$-	\$-	\$-
RV	Roseville	\$458,655	\$106,629	\$35,636	\$32,716	\$633,636	18.1%	\$31,682	\$31,682	\$665,318	\$105,606	\$739,242
RW	RWMD	\$33,555	\$11,887	\$2,155	\$2,324	\$49,941	1.4%	\$2,497	\$2,497	\$52,438	\$8,323	\$58,264
SA	Saint Anthony	\$121,276	\$23,410	\$10,554	\$12,139	\$167,380	4.8%	\$8,369	\$8,369	\$175,749	\$27,897	\$195,276
SCC	Ramsey-Washington Cable	\$5,364	\$7,926	\$954	\$2,535	\$16,779	0.5%	\$839	\$839	\$17,618	\$2,797	\$19,576
SLP	Spring Lake Park Police	\$1,625	\$261	\$49	\$396	\$2,331	0.1%	\$117	\$117	\$2,448	\$389	\$2,770
SF	Saint Francis	\$96,686	\$12,848	\$5,618	\$8,259	\$123,412	3.5%	\$6,171	\$6,171	\$129,583	\$20,569	\$143,961
VH	Veenus Heights	\$86,046	\$13,759	\$5,759	\$6,221	\$111,785	3.2%	\$5,889	\$5,889	\$117,374	\$18,631	\$130,415
VLM	Vadnais Lakes Watershed	\$10,332	\$820	\$259	\$91	\$11,502	0.3%	\$575	\$575	\$12,078	\$1,917	\$13,415
WBL	White Bear Lake	\$40,162	\$1,991	\$685	\$1,930	\$42,675	0.4%	\$624	\$624	\$12,078	\$2,079	\$14,559
WBT	White Bear Twp	\$5,479	\$2,962	\$3,645	\$53,249	\$53,249	1.5%	\$2,662	\$2,662	\$55,912	\$8,875	\$62,124

	2020 Budget	\$ 3,320,704	Budget Share	RoundUp	Votes
AH	Arden Hills	\$ 70,342	2.12%	3.00%	3
ANO	Anoka	\$ 297,760	8.97%	9.00%	9
BV	Birchwood Village	\$ 6,956	0.21%	1.00%	1
CCW	Coon Creek Watershed	\$ 34,066	1.03%	2.00%	2
CFD	Centennial Fire	\$ 14,357	0.43%	1.00%	1
CLPD	Centennial Lakes Police	\$ 45,786	1.38%	2.00%	2
CP	Circle Pines	\$ 46,605	1.40%	2.00%	2
CV	Centerville	\$ 24,148	0.73%	1.00%	1
EB	East Bethel	\$ 50,294	1.51%	2.00%	2
FH	Falcon Heights	\$ 44,321	1.33%	2.00%	2
FL	Forest Lake	\$ 141,641	4.27%	5.00%	5
GL	Gem Lake	\$ 4,845	0.15%	1.00%	1
HL	Ham Lake	\$ 52,056	1.57%	2.00%	2
HUGO	Hugo	\$ 73,563	2.22%	3.00%	3
LAU	Lauderdale	\$ 17,865	0.54%	1.00%	1
LC	Little Canada	\$ 56,744	1.71%	2.00%	2
LCFD	Little Canada Fire	\$ 12,025	0.36%	1.00%	1
LE	Lake Elmo	\$ 80,320	2.42%	3.00%	3
LEX	Lexington	\$ 24,721	0.74%	1.00%	1
LJFD	Lake Johanna Fire	\$ 34,772	1.05%	2.00%	2
LL	Lino Lakes	\$ 204,058	6.15%	7.00%	7
MAH	Mahtomedi	\$ 67,081	2.02%	3.00%	3
MV	Mounds View	\$ 141,720	4.27%	5.00%	5
MW	Maplewood	\$ 74,765	2.25%	3.00%	3
MWMO	Mississippi Watershed	\$ 47,087	1.42%	2.00%	2
NO	North Oaks	\$ 18,359	0.55%	1.00%	1
NSP	North St. Paul	\$ 222,965	6.71%	7.00%	7
OAK	Oakdale	\$ 260,576	7.85%	8.00%	8
RV	Roseville	\$ 633,636	19.08%	20.00%	20
RW	RWMWD	\$ 49,941	1.50%	2.00%	2
SA	Saint Anthony	\$ 167,380	5.04%	6.00%	6
STF	Saint Francis	\$ 123,412	3.72%	4.00%	4
VH	Vadnais Heights	\$ 111,785	3.37%	4.00%	4
VLM	Vadnais Lakes Watershed	\$ 11,502	0.35%	1.00%	1
WBT	White Bear Twp	\$ 53,249	1.60%	2.00%	2

Total 121
 Needed to Pass 61

METRO I-NET MEMBER MEETING

February 13, 2020



Metro I-Net Member Meeting

February 13, 2020

Welcome and Introductions

Update on Metro Cities Joint
Powers Agreement

Next Steps

2020 Metro I-Net Work Plan

Member Agencies

Arden Hills, Anoka, Birchwood Village, Coon Creek Watershed, Centennial Fire Department, Centennial Lakes Police Department, Circle Pines, Centerville, East Bethel, Falcon Heights, Forest Lake, Gem Lake, Ham Lake, Hugo, Lauderdale, Little Canada, Little Canada Fire Department, Lake Elmo, Lexington, Lake Johanna Fire Department, Lino Lakes, Mahtomedi, MN State Fair Police Department, Mounds View, Mississippi Watershed Management Organization, North Oaks, North St. Paul, Oakdale, Ramsey Washington Watershed District, Roseville, St. Anthony, St. Francis, Vadnais Heights, Vadnais Lake Watershed District, White Bear Township

Agencies Receiving Limited Services

Blaine, Columbia Heights Police Department, Fridley, Maplewood, North Suburban Cable Commission, Ramsey County Library, Ramsey Washington Cable Commission, Spring Lake Park, White Bear Lake

Metro I-Net Member Meeting

February 13, 2020

Why a joint powers entity?

- Metro I-Net has grown considerably since its creation
- The entire operation is under control of the City of Roseville
- Challenge for the Roseville City Council to take on additional employees, space, and liability
- Challenge in recruiting and retaining employees due to Roseville compensation plan due to LOGIS and other IT agencies
- City of Roseville could decide to no longer participate in Metro I-Net
- Members will have more of a say in governance, policies, and costs

ROSEVILLE

Metro I-Net Member Meeting

February 13, 2020

Status of Metro I-Net Joint Powers Agreement

- Sub-group of six members (Circle Pines, Maplewood, Mounds View, Mississippi Watershed, Roseville, and St. Anthony) met several times to lay out some a basic framework of a joint powers entity and agreement.
- Engaged Attorney Jim Strommen of Kennedy and Graven to assist in the joint powers framework and work on draft agreement
- Group reviewed and commented the drafts prepared by Attorney Strommen
- Before continuing working on draft JPA, group felt it was necessary to gather the members to provide an update and start securing commitments in moving forward with a JPA

ROSEVILLE

Metro I-Net Member Meeting

February 13, 2020

Framework of Metro I-Net Joint Powers Entity

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| <ul style="list-style-type: none"> • The initial members of the JPA will be the current members of Metro I-Net • JPA is planned to become effective on 1/1/2021 • Still considering what the threshold of members will need to be to make JPA viable | <ul style="list-style-type: none"> • Metro I-Net will be governed by a Board of Directors with each member having a Director and Alternate designated • Metro I-Net board meetings subject to open meeting law • Each member will have the number of votes equivalent to its share of the budget |
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ROSEVILLE

Metro I-Net Member Meeting

February 13, 2020

Framework of Metro I-Net Joint Powers Entity

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| <ul style="list-style-type: none"> • Members will not be allowed to vote if they are in default of their financial obligation or violation of IT security policies • Metro I-Net board will meet at least four times (Jan., April, July, Oct.) annually • Metro I-Net board will have officers elected to 3-year terms | <ul style="list-style-type: none"> • Metro I-Net board will have power take all action in establishing and managing the operations of Metro I-Net
(See Article VI of draft JPA) |
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Metro I-Net Member Meeting

February 13, 2020

Framework of Metro I-Net Joint Powers Entity

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| <ul style="list-style-type: none"> • Metro I-Net board will enter into a contract with a member to serve as the fiscal and operations agent for the organization • Metro I-Net board will hire an executive director who will be responsible for day-to-day operations | <ul style="list-style-type: none"> • The executive director will have broad authority to run the operations of Metro I-Net • The executive director can be terminated by a 2/3 vote of the Metro I-Net board |
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Metro I-Net Member Meeting

February 13, 2020

Framework of Metro I-Net Joint Powers Entity

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|---|--|
| <ul style="list-style-type: none"> • The Metro I-Net board will establish an executive committee consisting of the 4 board officers and the member serving as the fiscal agent • The executive committee would meet on a more frequent basis and work on duties as assigned by the board such as the budget and administrative issues | <ul style="list-style-type: none"> • The JPA outlines the schedule for the creation and consideration of the annual budget. • The JPA creates 3 different classes of charges <ul style="list-style-type: none"> • Class 1 – Annual personnel & other operating expenses • Class 2 - Capital charges for hardware and software • Class 3 – Necessary additional charges |
|---|--|

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February 13, 2020

Framework of Metro I-Net Joint Powers Entity

- The JPA outlines procedures for members to withdraw from Metro I-Net
- JPA creates a Metro I-Net "Associate" which is a entity that is receiving a contractual service from Metro I-Net
- The JPA has no termination date but does outline procedures to dissolve the organization.

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Metro I-Net Member Meeting

February 13, 2020

Cost impacts

- We have estimated an additional \$175,000 annually for overhead with the operation the joint powers Metro I-Net
- With the assumption that we have 100% of the members as part of the JPA, this represents a 5% increase for each member over what you are paying in 2020
- However, with less than 100% of the members being part of the JPA, the costs will rise more dramatically.

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Metro I-Net Member Meeting

February 13, 2020

Cost impacts

- If we have only members that join in the JPA that represent 80% of the 2020 budget, it will equal a 31% increase for the remaining members

AID	AGENCY ID NAME	Annual Personnel Charge	Annual Operating Charge	Hardware Capital Charge	Software Capital Charge	2020 TOTAL	% of Budget	JPA Overhead	100% Funded with Overhead 5% Increase	90% Funded with Overhead 17% Increase	80% Funded with Overhead 31% Increase	75% Funded with Overhead 40% Increase
		\$2,567,673	\$501,336	\$205,313	\$225,646	\$3,499,968		\$175,000	Increase	Total Annual	Increase	Total Annual
AH	Arden Hills	\$ 50,505	\$ 11,147	\$ 4,695	\$ 3,994	\$ 70,342	2.0%	\$ 3,517	\$ 73,859	\$ 11,724	\$ 82,056	\$ 21,992
AHO	Anoka	\$ 232,137	\$ 32,599	\$ 18,002	\$ 15,024	\$ 297,760	8.5%	\$ 14,888	\$ 312,648	\$ 49,627	\$ 342,275	\$ 93,050
BLM	Blaine	\$ 13,774	\$ 10,451	\$ 1,031	\$ 3,979	\$ 29,235	0.8%	\$ 1,462	\$ 30,697	\$ 4,873	\$ 34,108	\$ 9,136
BV	Berthwood Village	\$ 5,131	\$ 257	\$ 422	\$ 645	\$ 6,455	0.2%	\$ 348	\$ 7,304	\$ 1,159	\$ 8,115	\$ 2,174
CCW	Coon Creek Watershed	\$ 29,509	\$ 1,602	\$ 1,382	\$ 1,572	\$ 34,066	1.0%	\$ 1,703	\$ 35,769	\$ 5,678	\$ 39,743	\$ 10,646
CFD	Centennial Fire	\$ 10,581	\$ 1,480	\$ 963	\$ 1,332	\$ 14,357	0.4%	\$ 718	\$ 15,075	\$ 2,393	\$ 16,749	\$ 4,486
CH	Columbia Heights Police	\$ 2,915	\$ 423	\$ 79	\$ 726	\$ 4,143	0.1%	\$ 207	\$ 4,350	\$ 691	\$ 4,834	\$ 1,235
CLPD	Centennial Lakes Police	\$ 37,151	\$ 4,280	\$ 1,653	\$ 2,702	\$ 45,786	1.3%	\$ 2,289	\$ 48,075	\$ 7,631	\$ 53,417	\$ 14,308
CP	Circle Pines	\$ 32,598	\$ 8,307	\$ 2,711	\$ 2,950	\$ 46,605	1.3%	\$ 2,330	\$ 48,936	\$ 7,768	\$ 54,373	\$ 14,564
CV	Canterville	\$ 17,973	\$ 3,098	\$ 1,498	\$ 1,579	\$ 24,148	0.7%	\$ 1,207	\$ 25,356	\$ 4,025	\$ 28,173	\$ 7,546
EB	East Bethel	\$ 39,774	\$ 5,625	\$ 1,817	\$ 3,077	\$ 50,294	1.4%	\$ 2,515	\$ 52,808	\$ 8,382	\$ 58,676	\$ 15,717
EH	Falcon Heights	\$ 29,343	\$ 10,315	\$ 2,225	\$ 2,438	\$ 44,321	1.3%	\$ 2,216	\$ 46,537	\$ 7,387	\$ 51,708	\$ 13,850
EL	Forest Lake	\$ 106,622	\$ 19,595	\$ 7,878	\$ 7,545	\$ 141,641	4.0%	\$ 7,082	\$ 148,723	\$ 23,607	\$ 165,247	\$ 44,263

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Metro I-Net Member Meeting

February 13, 2020

Importance of Commitment to Metro I-Net JPA

- We need to know if your organization will be joining the Metro I-Net JPA in the very near future in order to properly prepare a budget, continue working on the governance documents, and plan for the transition
- Request that you get a commitment from your governing policy board to plan on entering into a joint powers agreement given the framework and costs outlined today subject to final review and approval of the joint powers agreement

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Metro I-Net Member Meeting

February 13, 2020

Importance of Commitment to Metro I-Net JPA

- Approval of the actual JPA will need to come at a later date since we cannot finalize it until we have an understanding on who will participate in Metro I-Net moving forward.
- If you or your governing board would like to look at other options for IT services in order to compare, urge you to begin that process now

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Metro I-Net Member Meeting

February 13, 2020

Information to help you discuss the Metro I-Net JPA with your policy board

- Will provide a fact sheet outlining the rationale and reasons for a JPA
- Will provide a listing of services you are receiving (along with definitions on what they are) and the costs for each service
- Will provide you an estimate of the costs to participate in the JPA
- It should be noted that leaving Metro I-Net will put a greater burden on your organization to manage your data, hardware, software, and user support even if you contract with a third-party to manage those items

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Q & A

Questions?

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Metro I-Net Member Meeting

February 13, 2020

2020 Work Plan

- Century Link migration/ phone system
- Arbitrator expansion
- Antivirus replacement
- Two Factor Authentication for web email
- Zayo equipment refresh
- IT Security Audit
- Streamlining asset management
- Automating software deployment
- Window 7 computer replacements

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Metro I-NET Program Details and Responsibilities

A1 : USER SUPPORT

The agency would be responsible for end user support and troubleshooting. They would need to purchase a Microsoft domain controller for authentication and group policy as well as Microsoft client access licensing for each user.

A2 : COMPUTER SUPPORT

The agency would be responsible for computer hardware support and troubleshooting. They would also need to purchase an antivirus solution.

A3 : EXCHANGE EMAIL SUPPORT

The agency would be responsible for their own email solution. They could either purchase and support a Microsoft exchange server or migrate to a subscription based service in the cloud.

A4 : WINDOWS SERVER SUPPORT

The agency would be responsible for supporting their own server operating system and applications.

A5 : NETWORK SYSTEM SUPPORT

The agency owns their network equipment. They would be responsible for supporting and configuring this equipment. Depending on the agency, they may require different network hardware as the Metro I-NET shared infrastructure would no longer be accessible.

A6 : LAN/WAN

The agency would need to purchase internet through an Internet service provider. Purchase a firewall to protect internet traffic. Denial of service protection on the ISP connection as well as web filtering.

V01 : CISCO TELEPHONY

The agency owns their physical Cisco IP phones. They would need to purchase a Cisco Unified Communications Manager server, Cisco voice router, and a PRI or SIP connection through a local telco. Alternatively, the agency could purchase new physical phones and subscribe to a cloud phone system.

The agency would be responsible for porting out existing numbers, call manager hardware purchase and licensing, monthly PRI/SIP setup, and all monthly reoccurring charges to the telco associated with the phone system.

S01 : ADOBE SUBSCRIPTIONS

The agency would be in charge of purchasing their own Adobe licensing

S02 : MOBILITY SERVICES

The agency would be responsible for supporting and purchasing a Netmotion mobility server for squad cars / mobile laptops or properly licensing their firewall for VPN connectivity.

S04 : LASERFICHE

The agency would be responsible for purchasing their own Laserfiche server and associated licensing.

S05: MILESTONE VMS

The agency owns their physical cameras. They would be responsible for purchasing their own video management server and associated licensing/hardware support.

S06 : ARBITRATOR VPU/BWC

The agency owns their Arbitrator VPU's and body worn cameras. They would be responsible for purchasing their own Arbitrator server and associated licensing/hardware support.

S07 : FACILITY WI-FI

The agency owns their physical Cisco wireless access points. They would be responsible for purchasing a Cisco wireless controller and associated licensing/hardware support to manage them.

S08 : vSAN

Other than a few specific cases, the infrastructure that every agencies servers sit on is shared equipment. The agency owns their data and virtual server(s). They would need to purchase a physical server to house their virtual server(s), virtualization and Microsoft server licensing, a backup server with associated licensing, and hardware support. Geographically diverse data centers and off sites backups should also be a consideration as well.

S09 : S2 CARD ACCESS

If the agency is using the shared S2 door lock system, they would need to purchase a new door lock controller.

S10 : CISCO SMARTNET

The agency would need to purchase support on their Cisco equipment (network switches, routers, firewalls, and voice controller).

S11 : FIBER MAINTENANCE

The agency may or may not still have associated fiber maintenance costs depending on the Internet service or support provider they use. The majority of our existing shared fiber maintenance is what allows us to run active-active data centers, providing added resiliency to the network infrastructure.

S13 : LETG RMS

If an agency is using the Roseville/Metro I-Net LETG server, they'd need to find a different solution for police records management.



**City Council
AGENDA REPORT**
Agenda Item #
3

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Highway 47
DATE: March 4th, 2020

OVERVIEW

Staff will provide a presentation on Highway 47 at the worksession.

Items for discussion:

Listen to presentation and discuss.